

CAO Update:

November 1, 2016

Administration:

- Auditors for the IT system have been here this week. They have made several excellent recommendations. Some are low cost but of course some are more costly.
- The annual insurance renewal documents are complete.

Finance:

- Discussions with Council on the capital plan for 2017 are underway.
- The Tax clerk is back and the Payroll clerk will be back later this week. I appreciate the extra effort that others made to cover these two critical jobs.

Projects:

- Infrastructure projects: Excellent progress was made during the last two weeks. All the paving and sidewalks are complete. Crews are working on some deficiencies and smaller unfinished items. Landscaping is being done as far as possible, given the season.
- Lift Station E: Birch Road was reopened. The contractor has had problems with excavations slumping and has now installed sheet piling around the excavation.
- Main street track crossing: This is essentially complete.

Operations:

- The sand truck was out this morning. All equipment and supplies are ready to go for winter.
- Had lots of sand left from last year so this year we got some courser sand which should do a better job of sticking to the ice.
- Cleaning build up from the paved road edges without gutters. The dirt and sand builds up over time and interferes with runoff.
- Lots of sweeping was done last week and some pothole repair.
- One UV reactor is down for repairs. We have enough units to run safely with one down.
- One high lift water pump is removed due to high vibration. Again the system is designed with one redundant in case of failures.

Planning:

- The Contractor for the Down Town Plan has been selected and a contract prepared pending Council's approval.
- An amending agreement is being prepared for Northplex.

- Route maps for standard marathon and run events have been prepared. These will simplify the process for event organizers as well as Town Planners.

Community Services:

Parks and Facilities

- Schurter Park bridge is complete – will need to fix some minor deficiencies in the Spring on the approach to the bridge.
- Having some issues with one digital sign, removed the computer from the sign and IT is reviewing. We may look at new hardware in the future, with a different interface than what we are currently using.
- Working on GIS points on all parks and parks amenities.
- Snow removal tenders were awarded for the MRC and Government Centre – trails and sidewalk snow removal will be done by staff.
- Had an issue with a brine pump on the weekend. Changed it out on Monday as we have a spare one, and will have the original one rebuilt.

Parent Link

- Infant massage went very well. All parents enjoyed it and the babies were relaxed to sleep.
- Health Unit nurse will be coming over during Baby Program to talk about immunizations on Nov. 15th
- Addiction worker will be coming to program Nov 18th during addiction week to promote the importance of reading with children from infancy onwards. Studies have shown a link between lack of early literacy and future addictions.
- Movie night on Saturday Nov. 25. Showing Frozen.
- Outdoor Play program on Nov 30th. Is being offered by a parent in the program. Will look at how to dress for the weather and different activities available.

Program Coordinator

- Had over 400 children at the Halloween Event on the weekend.
- MRC Christmas decorating Nov 14 – 15th.
- Float decorating Nov 16, 17 and 18th if necessary at the Town Shop.

FCSS

- Had a social work practicum student for Oct 31- Nov 8th.
- Working on a ladies nights out for early December, with speakers from the volunteer conference that was cancelled.

- ESS – updating gaps in forms that were identified from the training to make them more effective.
- Met with Addictions and Mental Health and will be assisting with supplies for Addiction week.
- Compassion Fatigue was held Monday Oct. 24 at Northern Lakes College and was well attended.

Seniors

- Working on the implementation of sliding scale for payment for seniors housekeeping, and helping the seniors apply for reimbursement through the provincial government.
- Working on establishing a volunteer base for snow shovelling.
- Ran an income tax course for other agencies.
- Working on Christmas events for seniors.

Regional Wellness

- Gave out Partnership Grants to recipients in Slave Lake and to Smith for MD recipients
- Scholarship deadline is Nov. 15th

Internal

- **November 5th – Home Alone**
- **November 8th – Learn to Run starts**
- **November 15th – Immunizations at Parent Link**
- **November 25th – Movie Night (Frozen) at Parent Link**
- **November 30th – Outdoor Play at Parent Link**
- **December 12th – Self Care at Parent Link**

External

- **November 12th/13th – Peewee Tournament**
- **November 18th – Moonlight Madness/Christmas Parade**
- **November 18th-19th – Christmas Craft Sale**
- **November 19th-20th – Atom Tournament**