

CAO Update:

October 23, 2017

Administration:

- It was a major accomplishment running the election for her first time by our Returning Officer Lisa. It went off without a hitch.
- Staff safety stand down was Tuesday morning. We had 4 excellent sessions on driving safety.
- Staff and Council are having a joint training and strategic planning session on Friday and Saturday.

Finance:

- Working on 2018 budget and capital plans. All departments are preparing their budget information.
- The water meters are failing at an alarming rate. We have nearly 300 failed now. It seems that the batteries are all running down at the same time. The manufacturer will replace them under warranty but getting replacements has been difficult. We hope to have 50 replacements within a week and 500 in December.

Projects:

- MRC - Arena 1 de-humidifier temporary unit is scheduled to be removed and replaced with the permanent unit on Oct 25. This will be the final phase of the overall MRC Upgrades Projects and once we receive the final invoices, we can submit a claim for final payment from the Canada 150 grant administrator.
- 2017 Sidewalk Repair Program is complete on all 60 sites. Two sites are waiting on pavement patches yet.
- Regional Water line project on site construction of intake and pumping station started October 3 with the Secant Piles installation about 70% complete. Excavation of the well is the next phase and will start in about 2 weeks. Pipeline work to start after freeze up. A new grant opportunity has been identified to help cover the \$2M project shortfall and the application has been sent in with the grant awards taking place in spring of 2018.
- Main Street North Water Line replacement project construction started on Sept 8 with all 4 sections (on Main Street and Tamarack Road) of the 350mm and 300mm pipe drilled and pulled in. The interconnection of all 4 sections will start on Oct 24. Hoping to have this section of line in service this year.
- Engineering and design of the Road Rehabilitation on 5 Ave NW between 5 St and 8 St kicked off last week.
- Town Shop Yard Salt Remediation Project has been wrapped up for this year and the pumps and sensors have been removed. A report of results will be received before the years end and we will use the results of the report to determine the project scope for 2018
- Sewage Lagoon Upgrade Project is in the detailed engineering phase. We advertised an invitation to bid in the newspaper for the removal of the composted sludge material out of the existing Sludge Drying cell to get it ready to be converted into active cell No. 2. The contract award Report to Council, is in tonight's agenda. Once awarded, this work will most likely start in early November. We are currently working with the SAGR equipment supplier to begin procuring their equipment for the new system.

- CN Rail light upgrades on the Main Street crossing are well under way. New lights and cross arms will be installed on the main street crossing and the underground wiring will be installed from the new control panel at Main Street down the tracks to the 3 St SW crossing this fall with the new lights at that crossing not being installed until spring. The Caribou Trail crossing did not make the CN Rail grant list this year, but they will be applying again next year.
- Started working on connecting the Legacy Center Building Management System with the Government Center Building Management System.

Operations and Utilities:

- Water plant is running fine despite lots of algae coming in.
- Camera'd, located, snaked, contracted out Router job on sewer service @ 1113 10st SE.
- Calibration and annual maintenance of all our instrumentation at the WTP.
- Bulb change out on an Ultra Violet Disinfection Unit.
- Actively enforcing on water meter issues
- Sweeping leaves from streets, grading, removing downed trees, and recycle cleanup.

Planning:

- Annual Bunkhouse inspections with Alberta Health, Fire Department and a Building Codes Inspector.
- Final late season inspections.
- Follow-up letters to all open 2016 Development Permit files.
- Reviewing the master list of development permit conditions with the amendments to the Land Use Bylaw to ensure they are up to date.
- Amending the template development permit conditions with the updated Master conditions.
- Working on amendments to the Municipal Development Plan for FireSmart.
- Working on amendments to the Land Use Bylaw for the Downtown Plan.

Emergency Services:

- 4 Duty Officer -709 6 AVE SE, 400-6 AVE NE, 812 6 AVE SW, 301 9 ST NW
- 3 MVA- HWY 44 & TWP RD 662, HWY 2 17 KM South SL, Slave Lake Weigh Scales
- 1 Other-Dumpster -101 3 AVE NW
- 1 Other- Farm Accident -65368 RR 24
- Smith and Flatbush open houses.

Community Services:

Facilities

- Power to the MRC parking lot lights is now fixed.
- Working on trail clean up and tree clean up (heavy snow caused many issues with trees and a backlog of complaints).
- Request for quotes has gone out for tree pruning.
- Had bladder for expansion tank in the boiler in government building replaced and the expansion tank for the boiler in the MRC replaced.
- Repaired the photocell and lights outside the government building.
- Maintenance staff and MRC staff participated in a two day lift course and fall and arrest course.

Program Coordinator

- Preparing for the Halloween event at the MRC next weekend.
- Preparing the MRC for Moonlight Madness and the parade float.

FCSS

- The group for Buddies for seniors got together to revamp the program. The volunteers weren't meeting with their senior, and the program wasn't offered to the memory care clients at Points West. We have added a "drop in" time for the memory care floor. Buddies can stop in the center anytime and sit in the lounge with whatever seniors are in there.
- Survey went out for youth programming to see what they want. Have received quite a bit of feedback that will help plan activities for 2018.
- Practicum student is starting on November 6th, she will spend her time between Parent Link and FCSS.
- Planning the November Family Fun Night. Looking at doing a swim. Working on a date and time.
- Had 13 youth registered for Outback Power Pack Camp on the weekend.
- 2 new clients for home support.
- Helping the Friendship Centre with fall cleaning when there is some down time
- Lots of seniors looking for snow removal, most have a volunteer set up

Parent Link

- Parent Link Grand Opening is scheduled for November 10th (PD Day).
- Accepting baby items as we are getting a lot of family's referred to us for support (formula, diapers etc.).
- Operation Christmas Child boxes are available at the centre, they are due back on November 19th.
- Healthy Choices for Moms and Babes has moved in to the centre. She is renting an office space.
- Looking at rental rates for groups looking for space (meeting rooms, programming space)
- Looking at snow removal options for the centre.

Events List - Internal

Internal:

October 27th – Kids Paint Night

October 27th – Pumpkin Swim

October 28th – Halloween Party at the MRC

October 28th – Monster Mash at Parent Link

October 28th & 29th – Babysitting Course

November 1st – December 6th – Dance Play

November 10th – Parent Link Grand Opening

November 18th – Home Alone

External:

November 17th – Moonlight Madness

November 17th & 18th Christmas Craft Sale

