

## **CAO Update:**

November 7, 2017

### **Administration:**

- The MD and Town Council met for 2 full days on the weekend to discuss the Intermunicipal and the Fire Service agreements. The end result is that the MD will pay the invoices with an adjustment on the Intermunicipal agreement for boulevard maintenance. The Town removed the December 15<sup>th</sup> deadline. Agreement was reached on most aspects for renewal of the agreements, although a few items remain for further discussion on November 28<sup>th</sup>.

### **Finance:**

- Working at obtaining information for the MD on Intermunicipal and Fire Service agreement invoices. There are not errors in the accounting as claimed by the MD administration and reported in the paper.
- The water meters are failing at an alarming rate. 50 replacement transmitters have been shipped and we are expecting another 500 in December.

### **Projects:**

- MRC - Arena 1 De-humidifier temporary unit was swapped out with the permanent unit on October 25<sup>th</sup>. The electrical, gas and ducting connections will be done this week and the new unit put in service. 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 now 100% complete on all 60 sites.
- Regional Water line project on site construction of intake and pumping station is on schedule with the below grade concrete wall forming being started this week. Pipeline work will 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 September 8<sup>th</sup>, with all 4 sections (on Main Street and Tamarack Road) of the 350mm and 300mm pipe drilled and pulled in. We have 2 of the 6 major tie ins along Tamarack Road completed and the short section of 200mm line from Tamarack to Main Street will be drilled and installed this week, which will complete our drilling for this year. We are hoping to have the section of the main line along Tamarack Road in service this year once the other major 4 tie-ins are complete.
- 5 St and 5 Ave NE road re-paving project construction has been deferred until spring.
- Engineering and design on the Road Rehabilitation on 5 Ave NW between 5 St and 8 St NW is in progress.
- 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 are waiting to award the contract 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 will be in the next meeting's agenda. We started the preliminary work on the dewatering of the drying cell so once the contract is awarded, we can begin the excavation process. We are also 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 WLC Building Management System with the Gov't Center Building Management System.

#### **Operations and Utilities:**

- Working on the trees for Christmas light up. The snowflakes are being prepped and will be installed next week.
- Had some damage to the Old Cemetery parking lot which is being repaired. Town crews also dig graves and had to come in on Sunday to prepare one for Monday.
- Did the maintenance inspections and annual repairs on traffic lights.
- Lots of issues with frozen water lines on trailers. The Town is not responsible for problems in the trailer parks. We have already had calls, but they should call a plumber. We only are responsible to the valve going into the parks.
- Staff will be placing and manning barricades for Remembrance day.
- Repaired a major water line break on 10 ave and 6st SE.

#### **Planning:**

- Had an MPC meeting last night. ICT were approved to use their new location. There some new members so we are working on an MPC guide.
- Another run route from the Legacy Center is being created for the Jingle Bell run.
- Amending the template development permit conditions with the updated master conditions.
- Working on amendments to the Municipal Development Plan for FireSmart with a report to Council expected for the last meeting in November.
- Working on amendments to the Land Use Bylaw for the Downtown Plan.

#### **Emergency Services:**

- 4 MVA –HWY 2 & Lawrence Lake, 1500 Main ST SW, Mitsue Road, 227 2 AVE NW
- 2 Medical Co-Response – 4505 TWP 724 C & 162 Woodland Estates
- 1- Other –Gas Odor -416 6 AVE NE

#### **Community Services:**

##### **Administration**

- Offered food for use drop in for the week before Halloween. Had a good response with 2 full boxes of non-perishable food items.

##### **Enforcement Services**

- Law enforcement and EMS were invited to the Wesleyan Church for an event called “trick or trunk”. There was hot chocolate and the Peace Officers gave out candy to the kids. The turnout was very good.
- Fish and Wildlife consider skunks a “pest”, so even though they are wild, they are not taking complaints, and the municipalities have to look after any issues. Any traps that were owned by

Fish and Wildlife have gone to the MD. We have purchased traps and developed a process for renting them out to the public, and will work on communication on this to the public.

### **Facilities**

- Power to the MRC parking lot lights is fixed (for the second time). We are working on changing ballasts and burnt out light bulbs today.
- Working on tree pruning and clean up.
- Having work done on the boilers in Government Centre and MRC today as well as a heating unit replaced in the air handler at the Government Centre.

### **Program Coordinator**

- Starting to plan for Frost Fest. Sending out a note to people that have helped in previous years to arrange a planning meeting.
- Looking at doing cookie decoration at the All Seasons Market on December 9<sup>th</sup>.
- DancePlay started November 1<sup>st</sup>.
- It has been decided that the Mosaic Mural will be going in Arena 1 on Tuesday.
- Only have 2 holiday skates remain to be sponsored this year.
- The walking track has been sponsored for the rest of the winter.

### **FCSS**

- Having a seniors pancake breakfast with crafts on November 27<sup>th</sup> at the Pioneer Center.
- Starting Income tax training with the volunteers this month.
- Put out an ad this week for snow removal.
- Have had lots of seniors drop off requests for buddies for the buddies program.
- Taking 2 social work practicum students this year starting Monday.
- Working on developing a registered society for early child hood coalition to help with getting funds raised and other initiatives.

### **Parent Link**

- Having the Grand opening on November 10<sup>th</sup> from 10am-2pm. Will have a face painter and light snacks
- Parent Link will be closed November 13<sup>th</sup>.
- Who let the Dads Out will be on November 18<sup>th</sup>.
- Had a holiday party on October 28<sup>th</sup>, with a good turnout of 50 people.
- Have a dietitian coming as a guest speaker on November 28<sup>th</sup>.
- Partnering with Northern Alberta Physiological Services for a workshop.

### **Pool**

- The joint use pool agreement was signed between the college and the town.
- Adapted aquatics program hasn't been well attended this year.

- Pumpkin swim was a big success -sold 82 tickets and pumpkins, with 100 people total coming to the swim.
- Looking at planning a Christmas Swim.

#### Internal

- November 10<sup>th</sup>- Parent Link Grand Opening
- November 14<sup>th</sup>- Learn to Run starts
- November 17<sup>th</sup>- Family Fun Night
- November 18<sup>th</sup>- Who lets the Dads Out
- November 27<sup>th</sup>- Seniors Pancake Breakfast
- December 1<sup>st</sup>- Kids Paint Night

#### External

- November 4<sup>th</sup>- Farmers Market
- November 17&18<sup>th</sup>- Christmas Craft Sale
- December 2<sup>nd</sup>- Farmers Market