

CAO Update:

December 12, 2017

Administration:

- The Staff Christmas party was Friday night.
- We are interviewing for Manager of Facilities and Parks and Director of Community Services.

Finance:

- Council is well into reviewing the budget.
- We are updating business information in preparation to prepare the Business License invoices.

Projects:

- MRC - A claim of \$375K has been submitted for final payment from the Canada 150 grant administrator.
- Regional Water Line project on site construction of intake and pumping station is on schedule with the contractor starting to form the cellar walls. They will start pouring these on Friday this week. Held a pipeline project construction kickoff meeting with contractor last week and site work to start early in January.
- Main Street North Water Line replacement project construction has been progressing well. All 5 sections of main line pipe along Tamarack Road were drilled and pulled in. We have 2 more tie-ins to do before we can start filling with water and pressure testing. Weather permitting, we should have the tie-ins done by year end and start the pressure test after the New Year. We will then halt work and continue with the individual customer tie-ins to the new line in the spring.
- Engineering and design on the Road Rehabilitation on 5 Ave NW between 5 St and 8 St NW is in progress. Expecting to go out to tender in Q1, 2018.
- Sewage Lagoon Upgrade Project: We have started hauling the biosolids from the drying cell to the Widewater Landfill and it is progressing well. We are also currently working with the SAGR equipment supplier on the detailed design.
- 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 year with the new lights at that crossing not being installed until spring.
- CN Rail track replacement project through town is complete now, but has left 2 crossings higher than before. The 3 St SW crossing was supposed to have been repaired this week, but CN has not arrived yet.
- Started working on connecting the WLC Building Management System with the Gov't Center Building Management System.

Operations and Utilities:

- Crews are out grading and sanding. Also they are cleaning snow piles.
- With the recent thaw, crews are working on draining ponded water.

Planning:

- Reviewed and updated all Development Permit Application Forms.
- Created new Plan Review forms for all of the most common developments.
- Created a new procedure for Property File History Searches.

- Created a new cover sheet for Statutory Plan Amendments incorporating new referrals as laid out in amended MGA.
- Issued a few minor development permits.
- Created a new Landscaping Brochure and Brochure for Renovations.
- Created two new Development Permit Applications for Fournier Place.
- Updated Processes for Land Base Filing and Interdepartmental Procedures.
- Amended all documents to change from 14 day to 21 day appeal period.

Emergency Services:

- The Hometown Heroes celebration was Monday night. It was great to see the Firefighters and the Town and MD Councils out to honour the recipients.
- 4 Duty Officer- 300 4 AVE NE, Elks Hall Caribou Trail, 820 10 AVE SW, 1551 Main ST SE
- 1 Medical Co-Response -2 Olsen Court Smith
- 1 MVA –HWY 2 @ Prichuk Hill
- 1 Structure Fire 2614 Old Smith HWY

Community Services:

Pool

- Last week was the final week of lessons for 2017 with lessons resuming the week of January 8.
- In 2017, with school lessons included, over 1,000 children and youth took swimming lessons.
- We are now moving into our holiday and winter programming. There will be a public swim on December 24, from 1 to 3 PM. The pool will be closed December 25 and 26 and January 1. The Christmas pool schedule is attached.
- The BrokerLink Free Public Swim is on Wednesday, December 27 from 6:00-8:00pm.

FCSS

- Starting to get registrations for the next Anger Ed session starting on January 23rd.

ParentLink

- Getting ready to close for the holidays on December 21 at noon (deep cleaning of the centre)
- ParentLink will open again on January 2.

Enforcement

- The Peace Officers joined with the RCMP in running a Candy Cane checkstop last Friday

Program Coordinator

- The weekend events went really well, had approximately 150 people out at Cookie Decorating and 100 people at our Canada 150 Skate Day.
- The Lakeside Figure Skating Club partnered with us on the Canada 150 Skate Day. They were a great addition to the event, helping decorate and playing music during the session.
- We are promoting discounted holiday ice rates over the period of December 23-January 7 to try and fill ice times as Minor Hockey, Jr Rec and Figure Skating do not practice during these time.
- We held our first Frost Fest meeting; plans are now underway and staff will be getting in touch with groups who did not attend the meeting to see if they'd like to participate.

- The MRC will be closed on December 24 and 25, and on January 1. There will be free Holiday Skates from 12-2 PM on all other days from December 24th to January 5th.

Facilities

- There were issues with high floor temperatures over the weekend resulting in one cancelled Oldtimer's Hockey Game Sunday evening.
- The Town Office developed a roof leak on Sunday night caused by ice blowing into the drain, which affected a small area. This is being dried out and fixed.
- The Field House divider will be installed this week.

Internal

- December 24th-January 5th – Free Holiday Skates 12-2pm
- February 10th – 19th – Frost Fest

External

- December 16th – Farmer's Market
- January 5, 6, 7 – Arctic Winter Games Tryouts
- January 20, 21 – Girls Tournament
- February 10-19 – Frost Fest