

## **CAO Update:**

January 16, 2018

### **Administration:**

- The Town will be taking over operation of the Legacy Center. The volunteers with the Elks have done a fantastic job getting it to where it presently is. We are looking at what is required to integrate it into our regular facility operation.
- Garry Roth, our new Director of Community Services will start on March 5.

### **Finance:**

- Business Licences have all been sent out.
- We are working on year end for both the Town and the Airport with the auditors scheduled for March 5.
- The capital budget is being prepared for Council's review.

### **Projects:**

- Construction projects ground to a halt last week with the adverse weather conditions. They should be back on track this week.
- Regional Waterline Intake and Pumping Station is on schedule with 3 of 6 below grade cellar walls poured to date. The fourth pour is scheduled for Wednesday of this week.
- Regional Waterline Pipeline project construction is starting this week with surveying of the line. Brush clearing will start in next week.
- Main Street North Water Line replacement project construction has been progressing well. All 5 sections of main line pipe along Tamarack Road drilled and pulled in. We have 1 more tie-in to do before we can start filling it with water and pressure testing. The last tie-in is a hot tap and is scheduled for this week. We have had requests from some of the MD businesses for additional capacity on the Main Street North water line. These have been referred to the MD.
- 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 is in the detailed engineering phase. We are about 75% finished hauling the biosolids from the drying cell to the Wastewater Landfill. We are also currently working with the SAGR equipment supplier on the detailed design and to begin procuring their equipment for the new system.
- CN Rail light upgrades on the Main Street crossing have come to a standstill and we have not had an update from CN as to when they are going to complete the project.
- CN Rail track replacement project through town is complete now, but has left 2 crossings higher than before. CN claim that they will be in town this week to do some temporary repairs.
- Working on connecting the Legacy Building Management System with the Gov't Center Building Management System.

### **Operations and Utilities:**

- Snow removal has been completed for nearly the whole Town since last week's storm.
- We continue to get calls from people with water problems in Westside Village who need their water shut off. Town crews cannot do work on private property such as trailer parks. However, if residents have exhausted all other options the crews have helped out.
- We continue to deal with furnace issues in the water treatment plant.
- The failed PLC in the upper reservoir has been replaced.

**Planning:**

- The airport property is being consolidated under one title.
- Working on new regulations for the Land Use Bylaw with respect to MGA Changes.
- Updated Development Permit Procedures based on MGA Changes.

**Emergency Services:**

- 4 MVA's-HWY 33, 30 KM North, HWY 2 20 KMS East, HWY 2 42 KM East, & HWY 44 TWP 684
- 1-Duty Officer

**Community Services:****Enforcement Services**

- Animal Control Related: 8 files
- Gaming and Liquor Act: 1 file
- Officer Safety Entry: 1 file
- Preventative Measures: 1 file
- Snow Removal: 2 files
- Towed Vehicles (abandoned): 1 file

**Pool**

- New lesson sets start the first week of February, including private lessons, as well as Saturday, weekday and adult lessons.
- A Valentine's Day Swim is planned for Wednesday, February 14<sup>th</sup>.

**Parentlink**

- January 22 'Who Let the Dads Out' pizza night registration is low – there still is time to register.
- Parents enjoyed learning some new techniques in the Infant Massage session.
- Positive Parenting session with Northern Alberta Psychological Services at the Legacy Centre went well with 14 attendees.
- Two staff have completed Triple P training and are preparing for accreditation.

**ECD Coalition**

- Booked Wonderland for our Frost Fest event on February 12<sup>th</sup> from 5-7pm; dinner and two hours of play will be provided. Registration info will go out later this month.
- Working on a few changes to the resource guide, still hoping to get it for our Frost Fest event.

**FCSS**

- Anger Ed has been rescheduled for March 13<sup>th</sup>- May 17<sup>th</sup>, advertising will be going out this week. Will be looking at running only two sessions a year, instead of the three due to low enrollment: September – November and March – May.
- We are experiencing some issues registering our community for the Volunteer Income Tax program; we are working with the CRA rep to get it sorted out. Volunteer training will happen in February, with 4 or 5 returning volunteers for 2018.
- Working on year-end report and FCSS MD report.
- Updating Emergency Social Services staff contact lists.

**Program Coordinator**

- Frost Fest Schedule will be completed by the end of this week and available to the public.
- New fieldhouse schedule with the divider has been implemented and we are gradually rolling out promotion around rental opportunities.

## **Facilities**

- There were continued issues with freezing in the MRC condenser last week so staff were busy working on this. Cimco advised that this is a common problem with the extreme cold weather.
- We have started updating and revising our Ammonia Safe Work and Evacuation procedures
- Kinetic delayed their visit due to poor road conditions and lack of accommodation; will be here the week of January 22<sup>nd</sup>.
- Convergent is here this week for annual maintenance and upgrades to our security systems
- Two new hot water tanks have been installed at the MRC.
- A new furnace was installed at the Dog Pound.

## Internal

- January 22 – Who Let the Dads out
- January 27 – Home Alone
- January 29 – Leading to Reading starts
- January 30 – Parentlink guest speaker: Alberta Health Services Health Promotions Facilitator
- February 3 – Home Alone
- February 2 – Private swimming lessons begin
- February 3 – Saturday lessons begin
- February 5 – Next lesson set begins
- February 6 – Adult lessons begin
- February 14 – Valentine’s Day Swim, Wednesday, February 14<sup>th</sup>
- February 10-19 – Frost Fest

## External

- January 26 -28 – Indoor Soccer Tournament
- January 27 – All Seasons’ Market
- February 10-19 – Frost Fest