

## **CAO Update:**

January 23, 2018

### **Administration:**

- We are evaluating what is required to integrate Legacy into our regular facility operation and the gaps that leaves in the existing staffing.

### **Finance:**

- There are lots of cheques coming in for payment of Business Licenses.
- 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. We are looking at the 10 year plan concurrently with the 2018 plan.

### **Projects:**

- Regional Waterline Intake and Pumping Station is on schedule with 4 of 6 below grade cellar walls being poured to date. The final 2 walls should be poured by the end of January and then start on the grade level floor which is the final stage of the concrete work. The next phase will be to start the building fabrication, which should begin later in February.
- Regional Waterline Pipeline project construction is kicking off this week with surveying of the line. Brush clearing and burning to start later in the week and run for about 2 weeks. The pipeline trenching and directional drilling construction will start about Feb 1.
- Main Street North Water Line replacement project construction has been progressing well. All 5 sections of main line pipe along Tamarack Road are drilled and pulled in. The final tie-in was completed last week and this week, we can start filling with water and pressure testing the main line. The next steps are to go back and inter-connect to the existing Balsam Road line and then hot tap the 3 remaining new fire hydrants to complete the main line.
- 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 at the end of Q1, 2018.
- Sewage Lagoon Upgrade Project is in the detailed engineering phase. We are nearly finished hauling the biosolids from the drying cell to the Widewater Landfill and it should be wrapped up later this week. 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 do not have 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, so we met with CN to discuss this issue. The 3 St SW crossing was supposed to have been repaired a couple of months ago, but CN has not shown up yet.
- Started working on connecting the WLC Building Management System with the Gov't Center Building Management System. Kinetic will be here this week for the final configuration of the system. Next week, we will be relocating the BMS server from the Government Center utility room to the TOSL office area which will be a much cleaner environment for the server computer and help to prevent system failures, which have occurred in the past.

### **Operations and Utilities:**

- Sanding of intersections and general maintenance is ongoing.
- Water meter failures are an ever increasing problem as more fail and the manufacturer cannot provide replacements.

**Planning:**

- Preparing two policies on lot grading and one on Property flood management.
- Preparing a home owners guide to lot grading.

**Emergency Services:**

- 1 Vehicle Fire-HWY 44 & TWP 660.
- 1 Structure Fire -96 Lynnwood Trailer Park.
- 3 MVA- HWY 2 RR62, HWY 44 & TWP 684, HWY 2 & Ottawua Bridge.

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

- Preparing the annual report for the Department of Justice, due at the end of the January. The four-year Enforcement Services strategic plan will follow.
- Enforcement Services has been very steady; 19 case reports were generated this week including:
  - One Joint Force Operation conducted with Slave Lake RCMP
  - One Animal Protection Act Investigation
  - One Public Disturbance, two Public Intoxications, and one Fighting Complaint (in the Town office lobby)
  - One Vehicle Seizure under the Traffic Safety Act, two abandoned auto complaints and one driving complaint

**Pool**

- Slave Lake Dental Sponsored Swim is today from 6-8pm
- Valentine's Day Swim scheduled for Wednesday, February 14<sup>th</sup> from 6:00-8:00pm
- Frost Fest \$2 drop-in swim dates and times still TBD
- Open lesson slots being filled with private lessons
- Next week is the last week of lessons for the first lesson set of the New Year
- Bronze Medallion/Cross begins Tuesday, February 6<sup>th</sup> (8 Candidates Registered)

**FCSS**

- Lots of participants registering for the next Anger Ed session
- FCSS will be sponsoring the sleigh ride again this year at Family Frolic in the Park
- We have been receiving requests for senior's services in the MD (Canyon Creek, Widewater, Mitsue, Devonshire Beach). The MD has decided not to go ahead with offering their own services and Town staff will discuss with the MD ways to provide services.

**Parent Link**

- Meeting with representatives from Wabasca to discuss the large surplus that Wabasca has currently, and will start to work on the 2018/2019 budget with Wabasca.
- Had our "Who let the Dad's Out" pizza night last night. We have a good turnout.
- Tim Horsman from AHS will be here next week to go over car seat safety for the parents.

**Programming**

- The Frost Fest Brochure is ready for printing.

- Planning has started for operation of the Legacy Centre. The tentative date for taking on bookings is March 1.

### **Facilities**

- Convergent was here last week for the bi-annual servicing of our security systems.
- Kinetic Building Management System is here this week to complete the final connections and to train staff.
- Staff toured the Legacy Centre and are working on a plan for transition of facility maintenance.

### **Internal**

- 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