

## **CAO Update:**

March 20, 2018

### **Administration:**

- In the process of hiring for the Manager of Facilities and Park.
- Have started the hiring process for the Summer Staff.

### **Finance:**

- The Auditors are here this week.
- Operating and Capital Budgets were passed last week.
- All multi-family residential utility account holders have been contacted.
- Working on averaging calculations for utility accounts.

### **Projects:**

- Regional Waterline Intake and Pumping Station is on schedule. All below grade walls are now poured as well as the grade level floor, which completes the concrete work. The leak test on the underground cellar was completed last week and has passed so the next phase is to seal the exterior of the cellar wall and backfill. The building fabrication is starting this week.
- Regional Waterline Pipeline project construction is well under way. Surveying work is at 95%, brush clearing is at 100%. To date we have installed 3.8 km's (out of 10km) of pipe using the HDD method and have installed 1.7 km's (out of 7km) of pipe using the open cut trenching method. The eagles have started nesting in the 3 nests along the route and we have a full time biologist on site watching the eagles and the work activities around the nests.
- Main Street North Water Line replacement project construction has been at a standstill for the past few weeks due to the adverse weather. The main line pipe along the south end of Main Street and along Tamarack Road up to the 8 St intersection is complete and tied in to the existing water lines at each end and was filled with water 2 weeks ago. A successful pressure test was done on the main section of line last week. 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 complete and have sent the RFP out to tender last week and should have an idea on the construction costs at the RFP close date of March 22.
- Sewage Lagoon Upgrade Project is in the detailed engineering phase. The first phase of the earth works contract is almost ready to send out to tender (end of March or early April) and that will include the work to be done during 2018, which will include turning the drying cell into an active cell, empty and reconstruct the 3 existing active cells and all new inter-cell underground piping. The existing cell re-construction will be done one cell at a time so the remaining cells can remain in service. 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 are now in service.
- 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. Talked to the northern Alberta track

supervisor and he has committed to doing a permanent repair on both crossings as soon as the snow and ice disappears and the temperatures will allow for a permanent repair material to stay in place.

### **Operations and Utilities:**

- The Operations crews are steaming culverts and grading gravel roads.
- Operations crews are also preparing for potholes repair and line painting.
- Old blower repairs were completed by the Utilities staff.
- Fire Extinguisher Certification was completed in all utility buildings.
- Instrumentation repairs and installation at the water plant.

### **Planning:**

- Completed research and preparation of the annual house-keeping amendments to the Land Use Bylaw.
- Reviewed and provided comments on the recent Lesser Slave Integrated Watershed Management Plan.
- Completed research and preparation of a bylaw amendment for a Feed Store.
- Pulled out and properly archived Planning Files for the last 6 years.
- Continued work on several enforcement files.
- Working on the Special Event Guidelines document.
- Updating procedures and policies with respect to enforcement.

### **Emergency Services:**

- 1 Vehicle Fire – 8 Main Street Smith
- 1 – Medical Co-Response
- 1 Duty Officer – 3000 – 15 Ave SE
- 1 MVA – 2 Ave & Main Street.
- All MD Inspections completed
- Petroleum Tank Permits completed
- Slave Lake Day Care Fire Safety Visit with staff
- Recruit training day Saturday
- Occupancy Loads completed NLC Gyn., MRC upstairs and Northern Star Inn

### **Community Services:**

#### **Enforcement Services**

- Part-time Peace Officer's employment with the Town has ended. Thank you to Shawn Cordeiro for your service to our community and best wishes for his future adventure!
- As a result of this change in staffing levels, there may be adjustments to service levels. We ask for patience of residents.

- One of the cell phone numbers (780-805-5512), and former “complaint line,” will no longer be answered by Enforcement Services. People wanting to contact Enforcement Services need to call 780-849-8000 or 780-849-8014.

#### **Pool**

- Slave Lake Dental Sponsored Swim on March 15 saw 75 people attend
- Spring Lesson Registration is up for 2018
- Aquatic Centre Public Health Inspection took place on March 19, no glaring concerns
- National Lifeguard Course in April currently only has 2 people registered.

#### **FCSS**

- Meeting with the SLNFC and the Lakeside Leader next week to choose the Lifetime volunteer and the Volunteer of the Year. Nominations can be made until Friday March 23rd
- Still have a few people registering or Anger Ed. There is 6 women is 9 men in the classes this session

#### **Parentlink Centre**

- Dentist is coming to program this week to read a story to the families and talk about dental health
- Had a great turn out for the Peace Officer Visit. Mark Becker and Brandon Gantz extended the invite and were able to get a commercial peace office and the EMS to join as well, parents and children enjoyed checking out the emergency response vehicles.
- Healthy Choices for Moms and Babes lease agreement was renewed in the building for another year.

#### **Facilities**

- We have spent a large amount of time working through Legacy items including cleaning the kitchen, hall and meeting rooms so they are in rental-able shape for upcoming bookings, completing the insurance claim from the stage flood, and taking care of minor daycare items. The green fencing on the daycares ramp has caused numerous problems due to heaving group, Operations helped by providing a steam truck. We have a temporary fix but will have to look at a better solution in the spring.
- Planning is occurring for the switch between seasons from arenas to parks operations.
- Selection of the Manager of Facilities and Parks is still ongoing.

#### **Programming**

- Finishing up our last full week of ice seasons and scheduling ice removal for one sheet following practices March 26th and the second sheet after March 28<sup>th</sup>.
- Have started to get requests for ball hockey bookings and are scheduling them in following ice removal.
- Have booked our Ball Users Meeting for March 27<sup>th</sup> and our Spring Ice Users Meeting for mid-April.
- A representative from the Western Provinces Hockey Association visited this week.
- We will be interviewing for the Summer Splash Coordinator position next week