

CAO Update:

December 18, 2018

Administration:

- A meeting was held with Tricouncil to discuss future Economic Development plans. There is considerable interest in developing a plan and moving forward

Finance:

- Water meter installation is continuing. We hired a temporary person to help out since our Utilities Department is down one person due to an injury.

Projects

- **Regional Waterline Intake and Pumping Station** - The intake station construction is complete and the commissioning activities have been taken as far as they can at this point. The 30 day acceptance test is waiting for the completion of the pipeline commissioning the 30 day performance test phase. The WTP tie-in is now being scheduled for after the New Year because we do not want them to dig up the WTP main intake line just before the Christmas break in case they have some issues.
- **Main Street North Water Line Replacement Project** – Work will continue this week and looking to have a couple more customers along Main Street tied into the new line before the holiday season break. Five customers along Main Street on the TOSL side have already been connected to the new line and we will be connecting the remaining 2 TOSL customers along Tamarack Road. The TOSL work scope will stop at the TOSL and MDLSR border on Main Street and the MD will finish the line going north to The Point and they will connect their 5 customers to the new line. The line to The Point has been installed and connected and the 5 remaining services have been drilled in, but not connected, which will be the next step. After all customers are switched over to the new line, we can shut in and abandon the old line.
- **5 Ave NW between 5 St and 8 St NW Road Rehabilitation Project** – The work on the road is complete for this year and the road is fully open with a gravel surface. Our contractor told us we will be the first paving project on their list in the spring.
- **Sewage Lagoon Upgrade Project** – The general contractor had a very good start on the earthworks part of the project, but the ground has become too frozen to work with, so the earthworks has been suspended until spring. They will continue to prepare for resuming in the spring including stockpiling clay and gravel for the SAGR beds, building the SAGR bed forms, installing the perimeter fencing, fabricating new blower building and associated process piping.
- **Hilltop Reservoir Piping Replacement Project** – The project is in the detailed design phase with engineering and design taking place in 2018 and the tender package going out in Q1, 2019 with construction scheduled for Q2 or Q3, 2019.
- **Lift Station C - New Forcemain Project** - Is in the detailed design stage. Engineering and design to take place in 2018 and preparing the tender package that will be held until the 2019 budget is approved.
- **Sawridge Lift Station Modifications** – Detailed design is complete and sent RFP package out with bid close on December 18. Construction will commence in the New Year. This work includes installing a rail track system on the stairs to easily remove the “Muffin Monster” grinder pump for servicing as well as installing a new recirculation pump system to reduce the frequency of cleaning the cells. The scope of work also includes repairing and putting back into service the second discharge line to the sewage lagoon as it has been out of service for a while.

- **Town Shop Yard – Salt Water Remediation Work** is complete for this year. Pending results of the 2018 pumping season, we will hopefully go into monitoring only mode next summer, which will cut the costs in half for this work. Expecting the 2018 results report soon.
- **LSL Regional Housing Authority** – The project is moving into the RFP development stage with the RFP package going out in early January and bids close will be later in January with bid award proposed for early February. Expecting word on grant funding approval early in January
- **2019 Capital Projects Budget** – Working on the 10 Year Capital Project Plan to have it ready for review with Council in Q1, 2019

Operations and Utilities

- Crews have plowed all the residential roads and sanding is ongoing. Downtown snow will be hauled Wednesday night.
- Dealing with pump and control issues at the Sawridge lift station.

Planning and Development

The Planning Department is:

- Preparing a report for a Subdivision and Development Appeal Board Hearing in early January.
- Working on research and reports for a couple of Land Use Bylaw amendments.
- Received and reviewing the first draft of Land Use Bylaw amendments for the Downtown Plan. Bylaw will be presented to Council in January.
- Were awarded the FireSmart Grant from FRIAA for \$30,000 which will be used to draft regulations for the Land Use Bylaw around FireSmart.
- Finalizing the Agreement for the Intermunicipal Subdivision and Development Appeal Board.

Fire Department:

- Hometown Heroes was held last night. Recipients were: Dom McKnight, Doug and Connie Baird, Virginia DiFrancesco, and Jayden Bar. I am pleased that we can recognize these individuals for their dedication in helping someone in need.
- 6 calls. 3 Duty officer, 2 Motor vehicle collisions and 1 outdoor fire.

Community Services:

- **Enforcement Services:**
 - Sr. Peace Officer working closely with library management to find an effective way to deal with intoxicated persons. Ban notices are being issued and it's found to have made a big difference. The library currently has 10 active bans.
 - Enforcement had three trials last week. Sr. Peace Officer is representing/prosecuting most bylaw related offences which in turn saves the municipality thousands in legal costs.
 - Toys for tickets is well underway. We have collected a few toys already.
 - Enforcement complaints are high. We are seeing very good compliance from residence, with only one ticket being issued for snow removal thus far.

- Currently, Enforcement has completed a total of 538 case reports which is the busiest year we have seen in a long time.
- CPO Cordeiro conducted and passed the physical ability requirements evaluation (PARE) which is the same standard as the RCMP. CPO Cordeiro is now ready for academy training in early February.
- Animal Control is very quiet. We haven't had a dog in the pound now for a few weeks..
- **FCSS & Parent Link:**
 - Working with the RMSS & St. Francis to see if we can offer a youth Anger Ed starting in the New Year.
 - Next Session of Anger Ed is now advertised. Men's group will run over a weekend (February 1-3) and the women's starts on January 22nd (still a 10 week session).
 - Seniors Coordinator is now off on Holidays until the New Year.
 - Mom's Night Out paint night is Wednesday, registration is full.
 - Partnering with Healthy Choices for Moms and Babes to offer a Christmas Dinner prep class yesterday, they worked with families from Healthy Choices to teach them how to cook a turkey etc.
 - Parent Link Holiday Potluck and drop in play is on Thursday from 10-1.
 - Better Together Centre is closed for the holidays from December 21st- January 2nd.
- **Aquatics:**
 - Swim in movie went well- 85 people were in attendance.
 - After school and Saturday morning lessons all wrapped up last week
 - Lesson applications are due today- we will be creating the lesson sets this week and phone calls will be made by the end of next week.
- **Parks & Facilities:**
 - Continued with some snow removal of trails.
 - Have put down some sand in the wind swept icy areas on trails.
 - GOA offices, library and the town office had the carpets cleaned.
 - Had a contractor come and work on council chamber locks, Town office front door, Legacy front door and Legacy Hall door. He also adjusted 3 other locks at the legacy.
 - MRC Arena 1 Lift was damaged when children were using it, the lift stopped and then adults forced the door open. We have called the manufacturer who will not be available to send service tech till New Year.
 - Assisted with three different events at Legacy including both bleachers and Christmas parties' configurations. Time also spent setting up sound for school Christmas concerts.
 - Critical spares for the ice plant room from Cimco have been delivered and are stored in the electrical room for easy access.
 - Additional early season report from Cimco was received, everything is working well. Two things were identified for follow up, 1. Safety Valves require to be replaced or recertified every five (5) years - ours are due 2020. 2. Caustic will need to be topped up at next visit (normal)
- **Recreation & Programming:**
 - We have successfully survived Christmas Party season at the Legacy Centre, CJ Schurter has their Christmas Concerts this week and then we are done with bookings for December. A big thank you to everyone in the Community Services Department who helped this month go smoothly!

- We have had very positive responses to our Glow Skate and Nerf Gun was nights.
- We participated in the All Season's Market on Saturday, we did cookie decorating. The day went well.
- Stacey will be leading 3 new fitness classes in January, she is a certified fitness leader so will be implementing these herself.
- Our holiday skates start this Friday.
- We have secured sponsors for the Seniors Track initiative for January, February and March.
- **Upcoming Events:**
 - Dec 17 – 19th – C.J. Schurter School Concerts (Legacy)
 - Dec 21st – Jan 6th – Holiday Skates (MRC)
 - Dec 29th – Glow Skate (MRC)
 - Jan 5th – NERF Gun Night (MRC)
 - Jan 5th – Warren Miller's "Face of Winter" Film (Legacy)