

CAO Update:

January 8, 2019

Administration:

- A second meeting was held with Tricouncil to discuss future Economic Development plans. The next step is for the MD to confirm at what level they would like to be involved.

Finance:

- Working through the New Year turnover for all the financial systems and processes is a huge task, but it has gone well.
- Water meter installation is continuing with nearly 700 changed.
- Working on 2019 budget reports and 2018 year end.

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.
- **Regional Waterline Pipeline Project** - Construction has just resumed this week after the Christmas break, so no change since last report on Dec 18. Construction is complete except for the final tie-in at the WTP. Still working to resolve ongoing pigging issues. Working on pressure testing various sections of line and to date about 10 out of 11 sections of the line has passed the pressure tests, which is good news. After the line has been completely pigged and fully pressure tested, the final connection to the WTP will take place to complete the project and move us into the 30 day performance test phase.
- **Main Street North Water Line Replacement Project** – Work is in progress again this week. All customers along Main Street have been connected to the new line, except the connection to The Point at the end of the Main Street line. The remaining tie-ins are: one at The Point entrance, one at the corner of Tamarack Road and Balsam Road to loop the existing line then one more fire hydrant installation along Tamarack Road to complete the project. The old 1960's carbon steel line has now been shut down.
- **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** – Contractor has just returned to site this week after the Christmas break, so no change since the Dec 18 report. 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 work to prepare for resuming in the spring with work like 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** – Sent RFP package out with bid close on December 18 and the Report to Council for the contract award is in tonight’s agenda. 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 later this month.
- **LSL Regional Housing Authority** – The project is moving into the RFP development stage with the RFP package sent out on Dec 21 with bid close being Jan 10, 2019 with bid award proposed for end of January. 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

- Got through the Holiday season in good shape on our utilities and roads despite one large snow fall.
- Residential plowing is finished, did down town snow haul last night, and the cul-de-sacs today and tomorrow.
- Utilities are working through some issues with the UV disinfection system and Sawridge sampler maintenance.

Planning and Development

The Planning Department:

- Issued the Special Event Permit and worked with the applicant to secure insurance, etc. for the Pipeline Rally.
- Reviewed and arranged for signing of the Agreement with FRIAA for the FireSmart Grant (\$30,000).
- Drafting the Request for Proposal and the proposal evaluation criteria for the FireSmart Program. The RFP will be advertised on the APC in order to secure a Consultant to draft the LUB regulations.
- Preparing preliminary information for the start-up of the Sign Steering Committee and sending out invitations for the first meeting.
- Held the January MPC meeting.
- Reviewed the final draft of proposed amendments to the LUB for the Downtown Plan. Will prepare a bylaw and report to Council.

Fire Department:

Ended the 2018 year with a total of 375 calls. Out of those 375 calls, MVA’s was the highest volume at 139, followed by Duty Officer calls at 117. Search and Rescue and Dangerous Goods were 4 calls each. Fire was at 57, (wildfire at 21, structure at 18 and vehicle fires at 18), medicals at 16, and Rescues at 11.

Annual highlights include the Fishing Tournament, Smile Cookie, Canadian Volunteer Fire Services Association annual conference, Joe Borris Fundraiser which was a very successful event for Hall 4, the Connor Lukan Memorial Park, and the continuing upgrades to the Live Fire Training Center.

-1 Medical Assist- 321 8 ST SE

-1 Duty Officer –Mr. Mike’s

-5 MVA –HWY 2 40 KM S SL/HWY 2 & Athabasca River/Lawrence Lake/Lakeview Inn & Suites/HWY 2 & TWP RD 722A

Community Services:

- **Enforcement Services:**
 - Peace Officers assisted with delivering food hampers.
 - Peace Officers continue to work on having abandoned vehicles removed from streets as it aids in snow removal.
 - There were some continued files related to homelessness and vagrancy.
- **FCSS & Parent Link:**
 - Anger Ed starts for the women’s group on January 26th.
 - Family Day Unplugged: Working on Disconnect boxes, these will be given out starting on January 21st to families who want them. Each box will have information about the initiative, activity ideas for indoor and outdoor play in the winter, and a short survey that we will ask to be returned after 2 weeks and they will be entered in a draw. This is leading up to the Family Day Unplugged initiative from FCSSAA, and trying to get families to spend the day together without their phones.
 - Starting to prepare for income tax clinic this spring.
 - Parent Link’s “Leading to Reading” has started another session.
 - Parent Link changed the afternoon programming times after a survey was put out over the past few months. Afternoon programs now run 1:00-3:00
 - Drop in this Saturday from 10:00-2:00 for Parent Link.
 - Parent Link’s Movie Night was last night from 6:00-8:00.
- **Aquatics:**
 - Our winter swimming lesson set starts this week.
 - We postponed our Bronze Medallion course until February (was supposed to start this weekend).
 - We are running a Water Safety Instructor (WSI) re-cert for staff on January 12.
- **Parks & Facilities:**
 - Working through the difficult weather to plow and sand the trails system. We did have a number of complaints about the trails and are working through this as best as possible with the resources we have.

- MRC Lift is still out of service, have done as much as we are able. Waiting for service through the manufacturer.
- Weather caused multiple roof leaks at the MRC, dug out drains and checked heat trace in drain pipes.
- The MRC ice plant condenser froze Dec 30th (in the deep freeze) - we were able to restart without issue.
- Some further challenges persist with HVAC at MRC. Working to resolve these.
- Legacy Daycare was continuing to have a foul smell in kitchen (since they opened), we diagnosed that the upper exhaust fan was not turning on. We have it on manual and the smell has not returned. Working on identifying what is required to correctly repair. We are organizing to have our BMS updated to further assist in correcting this issue
- **Recreation & Programming:**
 - We had a busy weekend at the MRC, Minor Hockey had a full weekend and we had a number of rentals in as well
 - The Nerf Gun War was a huge success, we had 50+ people attend, we will look at scheduling more of these in the future
 - It was also a busy weekend at the Legacy Centre, the Warren Miller film was well attended and had great feedback. The Pipeline Rally on Sunday had about 350 people in attendance.
 - Frost Fest plans are underway, the brochure with full info will be available at the end of January/beginning of February. Frost Fest will be held Feb 9 – 18.
 - We are also starting to plan for Spring Break Camp at the end of March.
 - Christmas Party season at the Legacy Centre was very successful, we will be contacting those that booked this month to see if they are interested in booking 2019.
- **Upcoming Events:**
 - Jan 12 – Women’s Wellness Day (Legacy)
 - Jan 18 – Private Rental (Legacy)
 - Jan 19 – Stage North Event (Legacy)
 - Jan 19 – Home Alone (NLC)
 - Jan 21 – Feb 4 Musical Theatre (Legacy)
 - Jan 25 – 27 – Soccer Tournament (MRC)
 - Jan 26 & 27 – Girls Hockey Tournament (MRC)