

## CAO Update: February 5, 2019

### Administration:

- We were very sad to learn that our equipment operator Kerry Jantzi passed away on Saturday.
- In conjunction with MD 124 we received a grant of \$50,000 from Alberta Community Partnership to work on an Intermunicipal Development Plan.
- Water meter change out appointments have slowed down. We are doing appointments for the entire Town now. Information was in the bills, door notices are being left, and we are calling people. Unfortunately a lot of our telephone information is incorrect. We are considering setting May 1 as the date where we charge people the core charge if they don't get their meter changed.

### Safety:

- Inspections of the TOSL Shop, Dog Pound, and Lift Stations were conducted in January. The Town offices, RCMP Detachment, and Parent Link Centre are scheduled for inspection in February.
- The 2019 version of incident investigation and near miss report forms have been distributed to all Town worksites.
- Progress continues on completion of safe work practice lists and hazard identification for the different municipal departments.
- An in-house confined space rescue course was held by the Fire Dept. on Jan. 21<sup>st</sup> for Utilities and Operations personnel. Discussion about OHS legislation as well as practical rescue training drills were conducted at the Fire Hall Training Centre.
- The Leadership for Safety Excellence (LSE) course, delivered by AMHSA, is scheduled for February 6<sup>th</sup> and 7<sup>th</sup> at the Fire Hall Training Centre.

### Finance:

- The Audit for Year end is scheduled for March 13 and 14.
- Preparing the budget report for the February 19 Council meeting.

### 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 is complete except for the final tie-in at the WTP. Still working to resolve ongoing pigging issues. Still working on pressure testing the last section of line and to date 10 out of 11 sections of the line has passed the pressure tests, which is good news. The final section that will not hold pressure is now narrowed down to 800 meters and they are still looking for the leak on this section. After the last section has passed the pressure test, the contractor will work on completing the pigging of the line and will be using pigs with tracking devices going forward. When 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** – 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. All customer along Tamarack Road are now connected to the new line as well. 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. We have completely shut in the old 1960's carbon steel line now.

- **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 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 currently in progress 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** – Site construction bid was awarded and we are working with the contractor to determine a construction schedule. Contractual completion date is June 1. 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 General Contractor project management contract went out for bid in December with the bids closing last week. We are currently in the bid evaluation phase and will be making a decision on the successful bidder next week with the bid award proposed for mid-February. It appears the funding has been secured and the project will move into the conceptual design phase soon after this bid award.
- **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**

- Downtown snow cleanup will take place tonight.
- Crews are working on snow clearing priority 2 and 3 and will start on 4 soon.
- Sanding is ongoing
- Had problems at the water treatment plant due to PLC failure.
- People have been having problems with frozen and burst residential lines.

### **Planning and Development**

- Conducting research on various topics coming out of the Sign Steering Committee meeting held last week. We will meet with the Committee again in February with the research information.

- Updated all of the off-site levies and development charge tables based on the December 31<sup>st</sup> value of the Edmonton Non Residential Construction Price Index.
- Sent out our annual letter to the local lawyer and real estate offices regarding off-site levies.
- Held our monthly Municipal Planning Commission meeting.
- Updated several forms and development procedures after attending SDAB training.
- Updated the Appeal Hearing Brochure. These brochures are being mailed out to adjacent landowners and provided to the applicant of subdivision and development appeal hearings so they understand how a hearing is held, what information they can provide and how to do that, conduct during hearings, etc.
- Scanning and filing Real Property Reports provided by Larry Schimpf Professional Corp.

#### **Fire Department:**

- 1 Vehicle Fire-3 ST NE & Birch Road
- 1 Structure Fire- 812 6 AVE SW
- 1 Duty Officer- Mr. Mike's Steakhouse
- 5 MVA's – 2 HWY 44 & TWP 674, HWY 88 30 min N SL, Right off main ST, 6 AVE SW & 5 ST SW

#### **Community Services:**

- Staff from all areas of Community Services will be attending the Leadership for Safety Excellence course this week.
- **Enforcement:**
  - Peace Officer Cordeiro started his "induction" training. This is mandatory training required by the Solicitor General's office. He will be away for the next 7 weeks.
  - The Enforcement Department revamped the "Ban Notice" forms and the draft has been formally reviewed and signed off the by the Director. The new forms will soon be available online and to the public to use.
  - Senior Peace Officer met with Library management where it was communicated that the bans issued are making a difference.
  - Senior Peace Officer is working on an annual report for 2018 statistics and will be presented sometime next month.
  - The Senior Peace Officer has formally accepted an offer to mentor and teach a student from the Lethbridge College as part of his practicum training. The students starts on the Feb 19. He is required to conduct 40-50 hours minimum of field training.
  - Work on amending the Traffic Bylaw is near completion. A report is expected to go to council in the coming weeks.
  - The Animal Control portion has been steady so far this year.
  - Peace Officers are working with motorists to ensure vehicles parked on the road continuously move, allowing the grader operators to clean the road properly.
- **FCSS & Parent Link:**
  - Men's Anger Ed group ran this weekend, there were 11 registered.
  - Working on year end reporting for FCSS.
  - Parent Link - Made pizza pops with families yesterday.

- Parent Link is receiving funding from the GoA for more Indigenous programming. Funding will be sent to PLC's no later than March 1st and Slave Lake will be putting out a job ad in the next few days for a part time Ingenious Outreach Programmer.
- Homelessness Coalition continues to meet. The next action step is a teleconference with the Town of Ft. MacLeod on their programs.
- **Aquatics:**
  - Canadian Natural Resources Ltd. has donated over \$20,000 towards the purchase of an inflatable obstacle course ("Wibit") and aqua mats. We will do a celebration when these arrive by hosting a free CNRL swim & fitness classes for everyone to check out the new equipment.
  - The Bronze Medallion course went well over the weekend.
  - New session of swimming lessons start this week.
  - The pool will be closed from 9am-9pm on February 8 due to NLC contractors replacing a damper in the air handling system.
  - Hosting a "Bring Your Own Floaty" swim on Sunday, February 10th, for Frost Fest.
- **Parks & Facilities:**
  - Training of new facility worker in the tool cat for trail snow removal was taking place while snow removal of the trails was taking place. Plowing of the trails is taking a considerable amount of time this year.
  - Cimco has order a different condenser fill valve from the water tank at the MRC. The current one is not functioning correctly: it is closing hard causing the pipes to bang and have movement. The movement has disconnected three visible supports from the roof.
  - Heater motor from the fire exit in the field house failed and has been ordered. The face plate has been currently removed to allow ambient heat to warm the area. We will replace and then hope to rebuild the motor to have as a critical spare.
  - Facility and arena workers repaired the netting in the field house. This required to close the field house for the day due to the diesel fumes.
  - 3 fan motors from the library were ordered and should be installed this upcoming week. The plan is to enquire if the old ones can be rebuilt for use as critical spares.
  - The replacement for the courtyard light (in front of Government Centre) that was vandalized in the late summer finally arrived and has been installed, in addition to 3 ballasts from other lamps in the courtyard.
  - At Gov't Centre, we are continuing to have issues with the roof top chiller unit switching the flow of water/glycol in our heating, we still continue to have warm water returning and having issues with areas in the GOA being too warm.
  - Working on adjusting air handling in Legacy Elks Hall when events are booked.
  - Have had a minor water leak in the Legacy Centre as well (likely due to fluctuating outdoor temperatures).
- **Recreation & Programming:**
  - Frost Fest kicks off on Saturday (some of the events are listed below).
  - Administration continues to work with the Western Provinces Hockey Assoc. towards a lease agreement. Plan is to bring this to Council on Feb 19<sup>th</sup>.
  - We have secured a presenting sponsor for Leadercast Live 2019 (May 10 at the Legacy Centre). Formal announcement will be coming.
  - Pickleball has been extremely popular, all courts in the field house have been in use.

- The annual soccer tournament was held in the fieldhouse in January.
- There has been no one attend the Seniors Skate on Tuesdays and attendance to the coffee portion has been low. We will give the skate one more week and if we don't have anyone attend we will cancel. We will work with Susan's Kitchen to see how long they are willing to stay open for the Seniors Coffee if there are not many customers.
- Rinkboard Advertising invoices are going out for 2019 renewals.
- **Upcoming Events:**
  - Feb 7 – Nerf Gun Wars (MRC)
  - Feb 8 – Memorial Service (Legacy)
  - Feb 9 – All Seasons Market (MRC)
  - Feb 9 – Family Carnival (MRC)
  - Feb 9 – 18 – Frost Fest
  - Feb 10 – Bring Your Own Floaty Swim (NLAC)
  - Feb 13 – Family Paint Night (MRC)
  - Feb 14 – Teen Valentines Dance (Legacy)
  - Feb 15 – Canoe Battleship (NLAC)
  - Feb 17 – Glow Skate (MRC)
  - Feb 18 – Family Frolic (Schurter Park)