

## **CAO Update: March 19, 2019**

### **Safety:**

- The airport inspection was conducted on March 12<sup>th</sup> receiving a high overall score in the audit. The Water Treatment Plant inspection will be conducted on March 19<sup>th</sup>.
- The review of existing emergency response plans is ongoing. New plans are being added for different types of scenarios.

### **Administration:**

- We are starting to interview summer students.
- Have been interviewing for an RCMP clerk and an Operations operator.
- Received Step summer student grants for a total of \$19,425.
- Received a Cannabis transition grant for \$40,256.

### **Finance:**

- The yearend audit was started last week. The Auditor will now finish the offsite portion. So far no concerns have been noted.
- Working on the tax rate bylaw.

### **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** - The last leak has been repaired and the last section of line has passed the pressure test. The pigging resumed last week and they ran a new pig with a tracking device in it. The pig moved without issue from the new intake station at Widewater to Mooney Creek along the Sawridge road where it stalled on Thursday, at which time the contractor went on scheduled days off. They are resuming work again this morning and starting to determine what the issues are and what action they need to take. When the line has been fully pressure tested and the pigging completed, 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** – We are currently developing a plan for the tie-in connection at The Point and hoping to complete that work by next 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. All customers 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 and 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 the winter 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. We are currently monitoring the road during the spring runoff to ensure the proper grading has been established and watching for signs of settling.
- **Sewage Lagoon Upgrade Project** – The general contractor has resumed work and starting to locate the existing underground lines that need to be rerouted when the earthworks resumes in

April. They will also continue working on other preparation tasks such as 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 order the equipment and 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.
- **LSL Regional Housing Authority** – The “General Contractor Project Management” contract was awarded last week to Stuart Olsen Construction out of Edmonton and we held a project kickoff meeting with them last week, which will move the project into the conceptual design phase. It appears the project funding has been secured now as well. On site construction should start in Q4 of 2019 with a projected completion date of Q4, 2020.
- **2019 Capital Projects Budget** – Working on the 10 Year Capital Project Plan to have it ready for review with Council in Q1, 2019
- **DRP Claim for the 2018 Flood and Wind Event** – Working with the DRP group of the Alberta Government to submit the new claim documents so our claim can be processed. The DRP has already sent us a cheque for \$125K for advance payment on our initial claim for the flood control and cleanup work that was done during and immediately after the flood event.
- **2019 Capital Projects** – With the 2019 capital project budget now approved, working on kicking off all new projects with more detail on each project to be included in future council meetings.

### Operations and Utilities

- Steaming culverts and drainage. We are using both of our units and have not had to hire a contractor.
- Alberta Environment is doing an audit of our water treatment plant next week.

### Planning and Development

- Prepared a Guide to Flood Prevention which will be circulated to the public soon.
- Reviewed and recommended a proponent for the FireSmart Regulations. Should kick off the project in early April.
- Reviewing and updating our Lot Grading Guide as well as the information on our webpage.
- Scanning and filing real property reports and other documents received from Larry Schimpf’s office.

- Working on a redistricting bylaw to move all the existing C1A lots to C1. Will bring that forward in early April.
- Continuing to work through a couple legal files.
- Working with a developer regarding a couple of developments in Fournier Place.
- Expecting a completed demolition shortly for the Lakeside Motor Inn.

#### **Fire Department:**

- 2 MVA's –HWY 2 & RD 55A/1220 Main ST SW
- 1 Vehicle Fire-695 Mitsue Industrial
- 1 Structure Fire-604 Main ST SW
- 1 DG Incident -405 6 ST NE
- 1 Duty Officer 505 8 ST SW

#### **Community Services:**

- **Enforcement:**
  - Peace Officer Cordeiro will graduate from the Solicitor General's Training Academy tomorrow.
  - Animal control calls have represented most of the calls for service this past week (typical trend when the weather warms up).
  - Sr. Peace Officer continues to work with Yellowhead County on dispatch arrangements and related policies required by the Solicitor General's Office.
- **FCSS & Parent Link:**
  - FCSS Community Grant applications are being accepted until March 29<sup>th</sup>
  - Volunteer Appreciation Dinner is coming up on April 12<sup>th</sup>. Nominations for Citizen of the Year, and Volunteer of the Year can be made until March 29<sup>th</sup>, these can be made to Arlene at the SLNFC.
  - Working on communication for the public and businesses in town on how to deal with the vagrant and homeless individuals in town.
  - There is a nutrition presentation happening at the Parent Link Centre on Wednesday. She will talk to parents about how to make healthy meals, and how to do it on a budget.
  - Who Let the Dad's out pizza party is this Saturday.
- **Aquatics:**
  - Lesson applications for Spring Lessons were due yesterday (March 18): parents will receive phone calls by March 27 with their lesson times.
  - We are inviting all Town staff to come try out our new inflatable obstacle course Friday afternoon at 3:15 PM. This is a test run to help ensure all lifeguarding requirements are met before we open to the public.
  - Tim Hortons is sponsoring all Public Swims over Spring Break March 24-29.
  - Free Public Swim to thank CNRL and showcase the new inflatables is scheduled for April 6.
  - Planning is underway for shutdown (tentatively in September).
- **Parks & Facilities:**
  - Storm water flood in the electrical room and back entrance of the Town office. Efforts done to mitigate and dry the areas. Cause is under investigation.
  - Have a Facility Maintenance Worker away on Medical Leave.

- End of season plans are in place for the MRC – shutting down the plant, removing ice, additional cleaning and maintenance tasks throughout April.
- Replaced multiple taps and flush valves in MRC.
- Moved snow on both MRC and Town office roof to avoid roof leaks.
- Installed TV mounts, TVs and computers at the Legacy, MRC and the NLAC.
- Flushed and snaked public wash room in Town office outside Library as it was plugged.
- Reviewed and planned for capital projects in parks and facilities.
- Reviewed plan for electrical testing at the MRC with Project Manager for spring.
- **Recreation & Programming:**
  - About 30 people attended the Nerf Wars this past Saturday.
  - We partnered with the Child Care Society for their open house this past Sunday, March 17<sup>th</sup>. The event was very well attended, about 200 people were in attendance. The Child Care Society plans on doing 2 per year, one in the fall and one in the spring, we will continue to work with them on this.
  - The Home Alone Course this past Saturday was full with 10 participants.
  - Ice Season is slowly winding down. Rec Hockey's last games are this Friday, this is Lakeside Skating Clubs last week, and we are down to 3 teams left practicing for Minor Hockey.
- **Upcoming Events:**
  - Mar 19<sup>th</sup> – Private meeting (Legacy)
  - Mar 21<sup>st</sup> – Stage North event (Legacy)
  - Mar 24<sup>th</sup> – BYOF (Bring Your Own Floaty) Swim (NLAC)
  - Mar 25 – 29<sup>th</sup> – Spring Break Camp (MRC)
  - Mar 28 – 31<sup>st</sup> – Pee Wee Hockey Provincials (MRC)
  - Apr 2<sup>nd</sup> – Dance Creations (Legacy)
  - Apr 6<sup>th</sup> – Rotary Family Feud (Legacy)