

CAO Update: April 4, 2019

Safety:

- OHS visited today to inspect the MRC. No major issues were found.
- Safety Inspections are coming up for the trails and MRC this month.
- Draft for “Substance Use and Fitness for Duty Policy” is complete and will be coming to council soon.

Administration:

- We are doing interviews for Visitor Information students, Parks summer students, and Parent Link Outreach.
- Orientation for Fire Smart and temporary RCMP staff.

Finance:

- The yearend audit for the airport is complete and the Town and Legacy are nearly complete. We hope to bring these to Council later in April.
- Working on the requisitions and the mill rate bylaw.
- We presented the Town budget to the Chamber of Commerce last week.
- Working on implementation of Questica for cost reporting and budgeting.
- The dial in phone directory has been updated.
- Finance staff are planning to meet with other staff at their facilities in order to be able to improve understanding and communication.
- Water meter installation is progressing steadily with about 950 to go. A bright orange reminder was included in the invoice for each resident who has not had theirs changed. There will be a \$300 charge to those who have not had them changed by May 1.
- We are working with the Royal Bank to obtain a line of credit for the sewage treatment upgrades and the raw water line.

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** - During the current pigging activities, another leak in the pipeline was found and repaired and since it was in a very wet area, it took a few days to repair. They started pigging again on the weekend but the pig stopped moving on the west end of the Sawridge Road so they are currently working to determine why it stopped moving 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** – A plan was developed for the tie-in connection at The Point. Coordinating this and funding it is the MD’s responsibility. 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 spring thaw has created some large potholes in the gravel surface along this road, so we requested the contractor to repair these on a weekly basis until the paving can take place next month. 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 the earth works and has been working on installing the new outfall line to the Sawridge Creek from the new SAGR beds. 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** – We are having a project kickoff meeting with the contractor on April 15 and site work will start around May 1. 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** – Meeting with the contractor this week to determine what activities will take place at site this summer.
- **LSL Regional Housing Authority** – The “General Contractor Project Management” contract was awarded to Stuart Olsen Construction out of Edmonton and the project has now moved 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 during the April 19 Committee of the Whole Council Meeting.
- **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.
- **Barton Park and Walking Trail Repairs** – Preparing an RFP for the re-construction of the Barton Park parking lot, new walking trails in the park and also including the repair/replacement of the 2 sections of trails (one behind RMHS and the other behind the College) along the Sawridge Creek that were compromised during the 2018 floods. RFP to be sent out this week and bids close in 2 weeks.

Operations and Utilities

- Alberta Environment did an audit of our water treatment plant. There were no major concerns.
- Doing lots of line locates as spring construction begins.
- Jack presented our raw water line project at the AWWOL conference in Banff. It was very well received and recognized by the AWWOL.
- We have made excellent progress on pothole repair.
- Sweeping will begin this week.

Planning and Development

- Held our monthly MPC meeting last night.
- Continuing work on current enforcement files including conducting current inspections on a couple of sites. There are 5 active files.
- Completing our semi-annual review of open development permit files. This includes sending letters and time extensions where applicable.
- Working with Communications Coordinator to create a new Planning page on the website pertaining to Lot Grading and Flood Prevention.
- Working on communication with developers who have already received a development permit to review and improve our process based on these discussions.
- Working with other Departments on the Cannabis Grant Program.
- Working with Doug Baird and Housing on the potential high density housing development.
- Have completed and signed the agreement for the FireSmart amendments to the LUB. Kick-off meeting to be held shortly.

Fire Department:

- 1 Structure Fire-1591-112 Main ST NE
- 1 Other- 115 11 AVE SW-Set off of fire extinguisher in the hallway

Community Services:

- **Enforcement:**
 - Peace Officers met with Yellowhead County today, to finalize a few operational pieces of the dispatch.
 - Administration is reviewing Automated Traffic Enforcement locations with the RCMP and Global Traffic Group to ensure compliance with the new guidelines.
 - Peace Officers have been able to increase traffic enforcement this past week.
 - Vagrancy complaints have somewhat subsided and animal control related calls are the most frequent call for service.
- **FCSS & Parent Link:**
 - Grant application deadline was Friday, we received 3 applications. Report will be coming to Council.
 - Out Back Power Pack dates have been set for September, it will be the weekend of September 13-15, Friday is a PD day for HPSD. Save the dates will be going out to the schools before June so that all youth girls will receive information about it.

- First video for public education regarding homeless and vagrant individuals went out last Thursday. We will be making a second video with Slave Lake Native Friendship Centre this week.
- Parent Link - new program is starting next week, Rhymes that Bind is a rhyming and signing program for parents and children 0-3. It runs for 6 weeks and is a registered program, this session is full.
- Parent Link is also working on year end reporting for Slave Lake and Wabasca.
- ECD Coalition held the ASQ Fair event on Saturday for all 3 and 4 year olds in the community. The attendance was lower than we had hoped for, but we had about 40 people come out. We were able to do approx. 20 developmental screens. Staff will be scoring them this week and contacting parents with any concerns.
- **Aquatics:**
 - Tim Hortons sponsored swims were very busy last week, the community really appreciated the free public swims.
 - Spring lesson set starts this week. Most of the classes are pretty full.
 - Free CNRL inflatable swim this Saturday.
- **Parks & Facilities:**
 - Ice is being removed from MRC.
 - Ammonia alarm incident yesterday at the MRC. Deemed to be a false alarm and this will be used as a learning exercise.
 - Hot water leak in the MRC. Staff were able to repair it.
 - Planning for Parks related capital projects is underway. As well as transition plans for Parks operations (hiring parks summer seasonal staff, inspecting parks and trails, etc.).
 - AB OH&S are conducting an arena inspection this week.
 - REC Energy Grant for a scoping audit in the works (100% covered by Alberta Municipal Climate Change Office).
- **Recreation & Programming:**
 - Pee Wee Provincials went well. MRC was very busy with that event.
 - Spring Break Camp went well, we had between 18 and 24 participants each day. 2 days were full with 24 participants.
 - We are now transitioning into dry floor season.
 - Staff will be attending the AB Assoc. of Recreation Facility Personnel conference next week.
 - Banff Centre Mountain Film Festival (at Legacy Centre on Sept 28) tickets went on sale. Tickets have already started selling!
 - Will be holding a “flash sale” on April 10th for Leadercast tickets (event is May 10th).
- **Upcoming Events:**
 - Apr 2nd – Dance Creations Rehearsal (Legacy)
 - Apr 6th – Free CNRL Inflatable Swim (NLAC)
 - Apr 6th – Rotary Family Feud (Legacy)
 - Apr 9 – 13th - Advanced Election Polls (Legacy)
 - April 13th – RMSS Badminton Tournament (MRC)
 - April 16th – Election Polls (Legacy)