

CAO Update: April 9, 2019

Safety:

- We received the OHS report on compliance from last week's visit to the MRC, and are coordinating a plan of action to address the items on the list.
- We are currently working on drafting the "Workplace Harassment and Discrimination" policy, which will cover all of the required elements mandated by new OHS legislation.
- Mo received his AMHSA Auditor certification and is working with AMHSA to set up a date in the Fall for the required external audit.

Administration:

- The siren is taken down for repairs since it won't work in cold weather. We will be bringing a report to Council on future options.
- We hired three Visitor Information students, and are still working on Parks students.
- We have a video training program that covers multiple types of training. We are looking at that and matching up appropriate training for individuals.

Finance:

- We are working hard on year end and targeting to bring it to next week's Council meeting.
- We have had great response to our insert in last month's bills and are fully booked for meter changes for the next 2 weeks. We are doing about 15 per day.

Operations and Utilities

- Sweeping is underway
- Spot repairs are being done to the gravel roads.
- Cleaning up recycle center. We are getting lots of commercial brush and trimming being left there. RMHS is looking after the recyclable bottle bin for the grad committee.
- Scheduled cleaning of problem sewer lines is being done.

Planning and Development

- Continuing to work on current enforcement files.
- Continuing the semi-annual review of open development permit files. Have completed 2014 and 2015 open files.
- Working on an Enforcement Policy and a Lot Consolidation Policy.
- Working on creating application forms and program information on Lemonade Day.
- Meeting with Chamber for the 2019 Riverboat Daze planning.

Fire Department:

- 3-Duty Officer- 112 12 AVE SW/1551 Main ST SE/ Unit 1 608 Main ST NW
- 2-DG Both at MRC

- 3 MVA-3 AVE NE/600 HWY 88/HWY 2 20 min East
- 1-Medical Assist-301 2 ST NE

We are at call number 97 starting this week.

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 of the leaks have been repaired and the pigging activities continue. While they are having some issues with the pigging, they are making progress on this activity and have had pigs through the entire pipe length now, so the intent is to keep running pigs through until the remaining debris is out of the pipe and the water coming out ahead of the pigs is clear. When the line has had one final end to end pressure test after the pigging is 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 developed a plan for the tie-in connection at The Point and hoping to complete that work soon. The costs for this work were presented to the MDLSR and we are currently discussing the options with the MDLSR. All other customers, both TOSL and MDLSR along Main Street have been connected to the new 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 spring thaw has created some large potholes in the gravel surface along this road, so we requested that the contractor 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 have been working on installing the new outfall line to the Sawridge Creek from the new SAGR bed and have started installing the piping inside the new SAGR Bed header enclosures. 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 16 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. 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. Discussing the 2018 results report later this week.
- **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 and the location has been determined. 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 May 14 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** – RFP was sent out 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 close date is April 18 with bid award soon after.

Community Services:

Facilities and Parks

- Arenas 1+2 both ice surfaces are removed
- Two Workers are in Red Deer for AARFP conference April 7-10 back to work on 11th
- OH&S was on site to complete an inspection of the ice plant and ammonia room, we have received 5 orders of compliance and are working on the plan for completion.
- Had safety chair lift inspection at Legacy
- Fire suppression inspection for the MRC was completed
- Starting to monitor the sports fields for the upcoming season
- Met with Minor soccer on booking for the season
- Assisted with 2 events at the Legacy centre
- Assisted with the Elections Alberta setup at Legacy

FCSS

Working with Northern Haven to plan social sessions for OBPP

- Meeting with AHS to start looking at plans for the PARTY program for this spring
- Outreach for CRA is coming to meet with the FCSS Coordinator tomorrow to provide information on credits available to people on their taxes, the FCSS Coordinator will distribute this information to the community.

Parent Link

- Interviewed on Friday for the Outreach Position.
- Rhymes that Bind started yesterday and had a great turn out.
- Family Fitness is heading out to the Boreal Centre today from 10-12

Enforcement

- Dispatch with Yellowhead County is now live. The public will now be speaking with a dispatcher. AFFRCS radios still need updating.
- Responded to an MVC with injuries, 1 parking complaint, 1 animal call, 1 assist planning file, 1 complaint of persons drinking in the town lobby, several complaints of the homeless harassing persons on the bridge and attended trial on April 5th.

Recreation and Programming

- Staff will be attending the AB Assoc. of Recreation Facility Personnel.
- 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 10 for Leadercast tickets (event is May 10th).

Upcoming Events

- Apr 9 – 13th - Advanced Election Polls (Legacy)
- April 13th – RMSS Badminton Tournament (MRC)
- April 16th – Election Polls (Legacy)