

## **CAO Update: June 11, 2019**

### **Safety:**

- The *Substance Use and Fitness for Duty* policy was approved by Council and is now part of the TOSL Health and Safety Management System.
- Currently working on the *Workplace Violence Prevention* policy, and an updated version of the *Health and Safety* policy, in order to stay compliant with OHS legislation.
- Workplace bullying and harassment training has been added to the new employee orientation process.

### **Administration:**

- Staff have been very busy for the last 3 weeks on the High Level Evacuation and then the Slave Lake Evacuation Alert. The Town staff did an excellent job on both of these. It was excellent experience running the EOC and for running the evacuation center. Certainly our training and procedures paid off. Now we have a huge amount of work in front of us to claim all the costs through DRP.
- The Town facilities (except pool) will be closed on Wednesday afternoon due to the Town Team Building event.
- We are working with the province to answer questions on Block Funding Grants from 2007 to 2010.
- We have been working with FCM on our grant application for over \$1 m to be used for the sewage lagoon upgrades.

### **Finance:**

- Reconciling all the costs related to the evacuation and the emergency alert is a huge task. We learned a lot from last year's flood on what is required for the DRP applications.
- There are about 250 meters left to change. Bookings have slowed down. \$300 has been added to bill where residents have not had their meter changed yet. This will be removed if they have their meter changed in June. The cost is to cover the core charge since if we do not send the old meter back, the Town must pay for it.

### **Operations and Utilities**

- Utility operators are spending a lot of time assisting with the sewage lagoon project and the Sawridge lift station. Also they have a leak to repair on Tamarack and Balsam.
- We are checking the water in the temporary fire protection storage tanks to determine what can be done with it.
- Operating crews are preparing the roads for gravel, painting lines, and sweeping.

### **Planning and Development**

- Held our MPC meeting last night. There were three development permit applications and one subdivision application.
- Held a conference call with GSA regarding the FireSmart LUB Amendments project. Due to the fire season in the Slave Lake and area and that many of the individuals who would participate in the project being currently tied up with wildland fires, the project is being delayed three

months. We will start with the required public consultation for the project in September instead of June.

- As the FireSmart LUB project is funded by a FRIAA Grant, we also advised FRIAA of the delay. We will be signing an amending agreement with FRIAA to extend the deadline for the project by three months.
- The Sign Steering Committee requested Administration look into regulations for advertising on public lands. We conducted that research and sent an e-mail update to the Committee members. Essentially, these types of signs are dealt with through Policy and not regulations in the Land Use Bylaw. As that concluded the last of the work required for the Committee, Administration will not proceed with a bylaw to amend and add regulations to Part 9 Signs. The Bylaw will go before Council for First Reading on June 18<sup>th</sup>.
- Continue to work with the Chamber of Commerce on Riverboat Daze Planning.
- Has put together a brochure on Cannabis Stores and Cannabis Production Facilities.

#### **Fire Department:**

- The fire department will be assisting with the Anglers cup this weekend.
- Calls
  - 5 Duty Officer -84 Old Town Road/Canadian Tire/22 Aspen/1001 10A Ave/413 5 ST NW
  - 1 DG-NE 22 72 4 W5
  - 1-Rescue-39 East Mitsue Road

#### **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 project.
- **Regional Waterline Pipeline Project** - Contractor left town when the Evacuation alert was issued and should be returning this week to continue. The pigging of the line is complete and the contractor started working on the final connection at the Water Treatment Plant when they discovered they had misjudged the size of the existing intake line, so they are on hold for a couple of weeks while they wait on the delivery of some adapter couplers. Once the tie-in is complete later in June we will perform a final end to end pressure test and when that test passes, we will move into the 30 day performance test phase.
- **Main Street North Water Line Replacement Project** – All customers, both TOSL and MDLSR along Main Street and along Tamarack Road have been connected to the new line. The remaining tie-in at the corner of Tamarack Road and Balsam Road was completed 2 weeks ago, but we have just discovered a leak coming from that area, so we are currently investigating the cause and the remedial action we need to take to correct this leak. We have completely shut in the old 1960's carbon steel line and have started the cleanup and final grading work along the line to close out the project.
- **5 Ave NW between 5 St and 8 St NW Road Rehabilitation Project** – The paving of this road is on hold pending further development of the new LSLRHA housing complex project in this area. We know there will be some water and sewer line work to be done for this project, but their detailed design is not advanced enough yet to provide that information. We have notified the paving contractor that they are not to start work on the paving until the LSLRHA project provides us with a definite list of their water and sewer line requirements which should be forthcoming in the next month or so. We want to coordinate the two projects to prevent re-

work on the new road. The LSLRHA project team has been advised that their project will be responsible for any work delay claims from our paving contractor. In the meantime, we requested our paving contractor to provide maintenance on the gravel road surface to keep the road relatively smooth for the residents as it held up very well through the spring thaw.

- **Sewage Lagoon Upgrade Project** – The project has been progressing very well. The new SAGR beds have been brought up to final grade, the forms and cell liners installed and the underground piping is currently being installed, followed by the gravel beds. The work on transforming the existing Cell 2 from a drying cell to an active treatment cell is also progressing well. The new blower building is now in place, which will be followed by the mechanical and electrical work to install the 5 new blowers inside the building.
- **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 June, with construction scheduled to start in September. Existing hilltop reservoir isolation valves have been located and tested to confirm they are all functional in preparation for the isolation of the reservoir during construction. Control system testing at the WTP is also being performed in preparation for the isolation of the hilltop reservoir during construction
- **Lift Station C - New Forcemain Project** - Engineering and design is in progress and once complete, the tender package will be prepared in 2019 but will not be sent out for RFP until the 2020 budget is approved.
- **Sawridge Lift Station Modifications** – The Contractor left town last week when the Evacuation alert was issued and should be back this week to continue. Contractor has completed the cleaning and valve replacement in the wet well side, so the critical bypass pumping work is now complete. The next step is to replace the dry well side discharge piping, followed by the installation of the new circulation pumps in the wet well side. The overall project scope includes installing a new recirculation pump system to reduce the frequency of cleaning the inlet cells and also the repair and putting back into service the second discharge line to the sewage lagoon as it has been out of service for a few years.
- **Town Shop Yard – Salt Water Remediation Work** – Provided contractor with a notice to proceed with the summer pumping activities on site. We determined that we will require another year of pumping with two pumps and also extending the weeping tile trench 30 meters into the remaining “Red Zone” of underground salt deposits. To reduce costs, the Town crews will extend the trench using our equipment and materials.
- **LSL Regional Housing Authority** – Holding weekly project design meetings with Stuart Olsen Construction and we are working on the conceptual design phase of the project. 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 June 11 Committee of the Whole Council Meeting.
- **DRP Claim for the 2018 Flood and Wind Event** – Submitted the detailed application forms and sent off to the DRP group of the Alberta Government on April 12 so our full 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. The DRP field engineer came out 2 weeks ago to review all the projects with us and basically told us that we are to proceed with the work we have proposed in our claims and submit the invoices for payment and at this time the DRP will determine how much they will pay out for each claim.
- **Barton Park and Walking Trail Repairs** – Contractor started work on the Barton Park parking lot and trail system and are making very good progress. The project consists of 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.

- **Lift Station D Replacement** – Held a project scoping and preliminary engineering kickoff meeting on April 4 and have started evaluating the site options and piping routing. Scoping and engineering is now in progress and will be completed in 2019 with construction planned for 2020 if approved in the budget for next year.
- **CN Rail Crossing Lights at Caribou Trail** – This project is to install rail crossing lights at the Caribou Trail crossing. Contacted CN Rail to see if this project was approved for 2019 construction and they said they have not heard from Transport Canada yet if this project has made the 2019 projects list.
- **TOSL Drainage Master Plan Review** – Meeting held in April to do an internal review of the Drainage Master Plan that was developed in 2010 to ensure we are familiar with the report's recommendations prior to starting the Alberta Environment and Parks sponsored "Slave Lake Flood Hazard Study". The AEP has started their work on the Flood Hazard Study and we will wait for the results of that study to help us determine our next steps is to begin implementing any flood control infrastructure.

#### **Community Services:**

- Many staff throughout Community Services were actively involved in assisting High Level evacuees through Emergency Social Services. This has had a major disruption to normal work in the department. We are now getting back to regular tasks throughout the dept.
- **Enforcement:**
  - The AB Sol Gen's reported on the audit of our Peace Officer program. There was only one deficiency, being an expired MOU between the Town and RCMP. This has already been signed by the Town and just needs approvals from K-Div.
- **FCSS & Parent Link:**
  - Seniors week went well. Numbers for the pancake breakfast were a bit lower than previous years.
  - Grant applications are due by June 28<sup>th</sup> at 4:00 PM.
  - Parent link programs are moving outside for summer months.
  - Parent link staff attended the annual PLC conference last week.
- **Aquatics:**
  - We are busy this month with school year-end fun swims.
  - Hired a new Junior Aquatic Instructor at the end of last month.
  - Meeting with the NLC on June 24 to discuss our annual shut down plans.
- **Parks & Facilities:**
  - The volunteer group working on Maple Cres Park has done a significant amount of work. They only have two outstanding items that will be completed in the next couple weeks.
  - Flower baskets have been put up, with the assistance of the Kinettes.
  - The water park sustained some damage over winter. Parts have been ordered, and the park should be up and running this week or next.
  - Two ride-on mowers are currently out of commission, so a contractor was hired to cut the grass.
  - Spring servicing of HVAC in the facilities is underway.

- **Recreation & Programming:**
  - Plans are coming together for Summer Splash and Canada Day, watch Facebook for more info on both programs.
  - We are busy prepping for grad and Riverboat Daze.
  - The Visitor Info Centre is back to its regular hours.
  - Summer staff are now all in position for Summer Splash and the VIC.
  - We had a memorial at the Legacy Centre over the weekend.
  - Our Ice Users Meeting has been rescheduled to June 24
- **Upcoming Events:**
  - Jun 15 & 16: Babysitter's Course (NLC)
  - Jun 17 & 18: Nursery School Party (MRC)
  - Jun 29: RMSS Grad (MRC)
  - Jul 1: Canada Day (Schurter Park)