

## CAO Update: November 5, 2019

### Safety:

- Good news came from our HS auditors informing us that preliminary audit results of our external HS audit give us a passing mark. Official numbers should be available within the next few weeks, after the quality assurance process is complete.
- A group of Employees from Operations and Utilities will be taking part in the Power Mobile Equipment (PME): Safe Operation and Risk Management course at the NLC on November 13<sup>th</sup>
- 5 near misses have been reported between October 20<sup>th</sup> and November 2<sup>nd</sup>
- Training related to mental health and workplace wellness continues via regular webinars.

### Finance:

- **General** – Updating our Diamond software and payroll tables for the 2020 year. Received Federal grant funding for summer students in the amount of \$9,000. Working on staff wage review. Updating operating budget in light of the recent provincial budget release.
- **Taxes** – Working on bankruptcies. Prepping for tax sale next week and doing final contact letters. It appears that 3 properties will go for tax sale.
- **Business Licenses** – Issued 3 new business licenses (1 local and 2 out of town)

### Operations and Utilities:

#### Public Works

- Doing some light sanding on intersections.
- Prepping snowflakes for installation for the Christmas Parade

#### Utilities

- Starting on raw water line replacement at the water treatment plant and prepping for startup of the new raw water line.

### Planning and Development:

- Held MPC meeting last night. Eight Cabins for Big Fish Bay and a bunkhouse were approved.
- Held our FireSmart meeting. Working on the next Focus Group Session. Also circulated the “What We Heard Report” which was a summary of the Phase I public consultation which included a Survey, Focus Group Session and the Open House.
- Starting research on a few Land Use Bylaw amendments i.e. house-keeping bylaw.
- Working with the contractor on the Hotel Demolitions.
- Completing the first Progress Report for the FRIAA FireSmart Grant.

### Fire Department:

- We are on call 361 for the start of the week, with 7 calls from last week. Duty Officer calls being the most with a couple of structure fires and a MVC.
- Lots of meetings going on as it is that time of year when we get caught up on the good the bad and ugly of the year, and how to make things run even better.
- Hell Fire Heroes 2<sup>nd</sup> season started with quite a lot of viewing success. Pixcom have initiated discussions regarding a 3<sup>rd</sup> season.

- Maintenance has been working on starting C-Level services (annual maintenance) on the fleet.

## Projects:

- **Regional Waterline Project** – We are still working on the section of line entering the water treatment plant. Once this is complete commissioning of the system will be possible.
- **Sewage Lagoon Upgrade Project** – The project has been progressing well. The de-sludging of Lagoon Cell 1. There was significantly more sludge in cell 1 than expected so the cost is significantly higher. We will need to determine whether we will remove the rehabilitation of cells 3 and 4 from the project in order to stay within budget
- **Hotel Demolition Project** – Demolition is progressing. Much of the material has been processed but still needs hauled to landfill.

## Community Services

- **Enforcement:**
  - Enforcement related complaints are down for the week allowing CPOs to focus time on traffic.
  - Proactive Halloween patrols went well. Communications on social media regarding the dangers of parking and driving against the flow of traffic on Halloween night resulted in no related offences observed by Peace Officers.
  - Peace Officers investigated complaints of aggressive dogs attacking an individual in the Cornerstone area.
- **Aquatics:**
  - Wibit Warrior swim on Friday evening.
  - Planning for Christmas swim(s).
  - NLC had some challenges with the chlorine system last week, which has been repaired.
- **FCSS:**
  - We are pleased to announce that Serena Weipert will be joining us, on Dec 2, as the new FCSS Coordinator.
  - All programming is continuing as planned.
  - Inter-Agency and the Homeless Coalition met last week.
  - Many ongoing conversations regarding the Mat Program.
- **Parks & Facilities:**
  - Have contractor completing late season tree trimming.
  - Working on repair of hot water tank at the MRC.
  - Had Kinetic onsite to complete the maintenance of our BMS systems.
  - This week we have Convergent onsite completing maintenance to our door and security systems.
  - Assisted with third party contractor for GOA.
  - Completed some plumbing toilet issues at the Legacy Daycare.
  - Had completed various restarts of HVAC units after having power bumps over the last 2 weeks.
  - Completed internal H&S inspection of the MRC.
  - Started to trouble shoot the drain below the ice plant chiller which was not draining, this was causing flooding into the electrical room and plant room.
  - Energy audit consultant performed a site visit of the MRC. This audit, mostly paid for by the REC grant, will result in a report on potential energy savings at the MRC.

- **Recreation & Programming:**

- Implemented a customer service experience strategy for the MRC Front Desk staff.
- PD Day camp on Nov 1 had a rock climbing component and staff used our climbing wall at NLC.
- Community Services will be building the float for the Santa Clause Parade next week.
- Ongoing planning for programming in the New Year.

- **Upcoming Events:**

- Tumbling Tots – every Tuesday (Oct 1 – Nov 19)
- Nov 7: Leadercast Women (Legacy)
- Nov 8: Wibit Warriors Swim (NLAC)
- Nov 8: PD Day Camp (MRC)
- Nov 15 & 16: Craft Sale (MRC)/Moonlight Madness (Town)
- Nov 16: Duelling Pianos (Legacy)
- Nov 16 & 17: Atom Tournament (MRC)
- Nov 18: Seniors Paint Night MRC)
- Nov 21: Warren Miller's Timeless Film (Legacy)
- Nov 23: Home Alone Safety (MRC)
- Nov 25: Parent Link Paint Night (MRC)
- Nov 29: PD Day Camp (MRC)
- Nov 30: Vanderwell Christmas Party (Legacy)