



CAO Report: Kevin Trew

Date: February 26, 2025

Prepared for:

Council

Public

Committee

Human Resources:

- We have one employee on a back to work program through the long-term disability plan
- Ads have been running for the summer staff for the Van Raay and Community Pool, the program staff for the Kinsmen Park Program and the Explore and Excel Program. We have been informed that we will not be receiving any funds from the Canada Summer Jobs Grant for 2025 so the team will be working on finding savings across the departments to support the shortfall in budget from the approved December budget and present it with the mid year budget update so that we can continue to run these important summer programs without other levels of government support. We have done so for the past two years.
- We extend sympathy to Councillor Sharon Bruce and her family on the recent loss of her Mom, Ruth Harvey
- In January, 23 members of our team including committee members and other stakeholders took the Mental Health First Aid course, it is a Certificate course offered by "Opening Minds" and the Mental Health Commission of Canada

Policy and Procedural Items:

- Thank you to those members of the public who participated in the Strategic Plan survey in January, Council reviewed the results of the survey prior to doing the next steps. The operations team has also reviewed the results of the survey, we have this currently available on our website. Council has been busy working on the strategic plan update and we expect to see a slight shift in priorities and a narrowed focus on completing specific projects for the next few years. Those projects not on our strategic plan are not prioritized however that does not mean that there is no work being done on them.
- We advertised the properties in tax arrears on our website and in the newspaper. The 10% penalty on outstanding taxes was applied January 1 and 1.5% interest is applied on the first of each month until the arrears are paid in full. The 2024 arrears list is on our website and has been in the newspaper. Properties with arrears after March 31, 2025 will see tax enforcement proceedings started on their files.
- Once again, the 6% discount offered for prepayment of the 2025 municipal taxes has seen favourable subscription. Those wishing to make prepayments prior to March 31, 2025 will see a 6% discount applied, our office encourages those wishing full discount to pay based on the 2024 invoice and then we have stated that they will get the 4% discount on anything remaining once taxes are levied in May.
- We are awaiting the new assessment numbers as this is a reassessment year for all properties. Each property owner can expect to receive an assessment notice in March.
- I have included the Town Hall Complex quote for roof repairs in the Council package as Council approved the repairs in the 2025 capital plan, these repairs quoted by Flynn Canada amount to just over \$19,000.

Successes this Month:

- Snow management – the Irrigation Capital of Saskatchewan has seen its share of snow this winter. Our team has focussed on improving the levels of service in snow management in the community and we have heard positives and negatives, the positives have been many and the negative comments generally have been encouraging fine tuning and specific areas where we could do better. We can and have done better in a year where we have seen more snow, this is due in large part to the cooperation of the public with our efforts. We continue to strive to improve and we have had some very constructive comments that we are looking at to improve even more so for winter 2025-2026

Learning Opportunities/Capacity Development:



- Budget 2025 was passed in December, a number of capital projects were approved as well at that time. New and existing projects take time for us to put into place regardless of when they are approved. We haven't historically put expected timelines on projects approved, however we are facing pressure that we it is not an unreasonable expectation for us to set time goals within the calendar year even at budgeting. We are looking at this to incorporate going forward.

Current Unfinished Projects:

- Raw Water Intake/ Water Treatment Plant Upgrade Project –This should be wrapped up very soon.
- Subdivisions Projects
 - 2024 Highway Commercial and Residential Subdivision – We have contacted Meridian Surveys, working with Casa Boldt Consulting and Associated Engineering regarding a subdivision application for subdivision of the Highway Commercial lots, Mann Street residential lots as well as the sports grounds lot for Municipal Reserve. We expect this to be presented to Council in March or early April
 - College South Residential – The draft servicing agreement has been forwarded to an interested developer and we await feedback and expect something very soon
- Outlook-Rudy Fire and Rescue capital projects – The Fire Hall tenders for construction will be released prior to March 1 and we expect to have solid numbers regarding tendered pricing by mid March for the Joint Protective Services Committee to consider and make a go/no-go recommendation to Town and RM Councils