

CAO Report: Kevin Trew

Date:

August 17, 2022

Prepared for:

Council

Public

Committee

Human Resources:

- We received official notification of Connor Segovia's resignation from Public Works as he and his spouse move to the city and he seeks to continue his education; we wish Connor well in his future
- This summer, staffing in public works has been an issue with staff entitled to vacation and illness and injury being a factor with shortages. We were already down one staff member due to injury and we were unable to get a full complement of summer hires in public works.
- With our shortages identified, we will be advertising for two permanent, full time positions in public works including a public works labourer and a landfill operator to join our team as soon as possible
- In recreation, we have just completed advertising for two permanent, full time positions (Facilities Caretaker and Recreation Labourer) as well as one permanent, part time position (Recreation Assistant/Programmer); Megan is performing interviews and reference checks at this time
- Also, in recreation, we will be advertising very soon for seasonal, part time kitchen staff and a seasonal part time student facility labourer to join our team later this fall
- I am pleased to inform everyone that Rachel will be returning to work on a .8 FTE basis as the Assistant CAO starting September 26
- We just had confirmation that our long term employee and stalwart garbage man, Darren, continues waiting for surgery and a time for healing; he is now on Long Term Disability and his return to work date is not certain at this time

Policy and Procedural Items:

- We have begun working on the 2023 operations budget albeit more planning at this point, but we will endeavour to have it and a capital plan complete before calendar year end
- In addition, we would like to have a fall open house in late October/early November, similar to the one held this spring at the Civic Center

Successes this Month:

- With many projects on the go and a variety of commitments, I would like to point out two huge successes this summer:
 - First the pool – while summer 2021 was a time when we were still experiencing the pandemic and management really were just getting their feet wet (pun intended) this summer I am very proud of our team at the pool as well as the support of the rest of our team and the public; the pool definitely shone this summer
 - Second, the public works paving and infrastructure replacement projects – while these are not complete yet, AND there are some significant projects yet to come this year, our team as well as the contractors have dedicated a lot of time and energy to making this a success!

Learning Opportunities/Capacity Development:

- Landfill – while this is soon to be a positive as we have finally received the software and are almost ready to introduce new rates as well as a phasing in period, we are also restructuring our team as well as patiently awaiting the tender and quick award of contractor to complete the decommissioning of the old landfill cell;
- Beautification and Property Owner participation – this summer we have issued notices to various property owners regarding the state of their properties, both residential and commercial. We have followed up with some that have been non-compliant with the bylaws and these are works in progress, we will be doing another blitz before the end of September, the Town itself has some work to do with maintaining its own properties, specifically the Railyard Subdivision, but we are working at improving the level of service at even our own properties, we are confident that Communities in Bloom is back on track

Current Unfinished Projects:

- Highway Water, Sewer and Storm Water Replacement – Associated Engineering is putting the final touches on the tender to complete the water replacement on Saskatchewan Avenue (Phase 1) and begin the sewer replacement project on Saskatchewan Avenue and McKenzie Street South (Phase 2), this will occur over two years
- Storm Water Outfalls rehabilitation will be started in October 2022 and completed in spring 2023 – Accurate HD is the chosen contractor and they expect to complete all earth works and piping in the fall with the final vegetation work to be completed in the spring of 2023. We will have a one year warranty on the vegetation so spring work is preferred to fall
- Landfill Decommissioning of Old Cell – Machibroda tested dirt from 3 sources, the dirt from Sandy Shores is not sufficient, the other two local sources proved sufficient for our needs. The tender for contractor is expected to go out in the next couple of weeks. We have identified a local source for prospective contractors to communicate with and make arrangements with regarding pricing and delivery, this is best practice to access the provincial and federal grants
- Raw Water Intake/ Water Treatment Plant Upgrade Project – This project continues along, we have been in communication with the golf course and have established parameters to set up test sites there and on the west side of the river but the preference would be near the golf course
- Subdivisions Projects
 - Railway Commercial/Industrial – Saskpower, Sasktel and Access Communications are expected to begin installation of their new lines next week. There has been little to no interest in purchasing a lot this summer. We are preparing advertising to be put up in late September
 - Highway Commercial – We went through the traffic impact assessment with the Ministry of Highways and have looked at pricing for changes required. Associated Engineering has been contacted for a quote regarding project management. We still await that quote. There is no news
 - Residential – Nothing new to report at this time. We are looking at Development of the College South Subdivision as well as residences along Mann Street
- New Zoning Bylaw – Urban Systems has been contracted to help us with a new Zoning Bylaw, we are in the midst of the timeline now and expect some news shortly from Urban Systems

Future Projects:

- Application has been made to both higher levels of government for one project under the recreation stream of ICIP:
 - On behalf of the RMs of Fertile Valley and Rudy and ourselves, a regional project – Sports Ground Upgrade– we were denied on both iterations of this funding – we are looking at paring the project down and funding it locally
- We are still looking for another opportunity to apply for funding under the Transportation stream for the Skytrail Bridge Repair and Trail Enhancement