

CAO Report: Kevin Trew

Date:

August 16, 2023

Prepared for:

Council

Public

Committee

Human Resources:

- I am happy to report that Megan returned to work on August 8 after her short leave, it was great for Owen to have the chance to step up and get some experience at a management level taking on more responsibilities and shouldering more decisions. The whole recreation team stepped up this summer and it is a testament to the strength of the team.
- We are pleased to welcome Laurie Anholt back to manage our recplex kitchen this fall, advertising is up for kitchen workers and we hope to have some people in place prior to the rink season.
- We are sad to say goodbye to Azelyne Beckett, who has worked for the Town for two rink seasons, we wish her well with her future endeavours.
- While we had hoped to hire as many as three summer students in Public Works this summer, we were only able to fill one position, leaving a bit of a struggle to meet expected levels of service with vacations and leaves
- Our deepest sympathy to Luke Lockhart and his family on the loss of their father

Policy and Procedural Items:

- We issued the first monthly utility invoice in early August, it has met with a few questions specifically regarding the sewer portion of the bill as it appears to most that we have increased the sewer charge over what it used to be. We continue to address questions and clarify the charge via email and telephone. While, on the surface the sewer charge may have increased for many customers for July, it is simply because sewer charges are now intentionally linked to metered water consumption. On a minimum residential monthly bill, the sewer charge would be \$16 per month (40% of \$40) The former quarterly sewer charge was \$54 per quarter or \$18 per month. The charge for sewer is also charged on the consumption at 40%. Water rates were reduced by 22% in order to mitigate sewer charges being based on consumption. Sewer rates based on water consumption is the industry best practice, we have simplified billing for sewer so instead of many flat rates to apply, we now only have 3 rates 40% for residential, 55% for commercial and 70% for institutional – which should better reflect the amount of water that goes down the drain opposed to into the yards and gardens and in the storm sewer system. This was a Council decision and the bylaw was considered over the course of 6 months with information at the public open house and we did hear and address many questions and concerns over that 6 month period.
- I have taken quite some time to review the draft zoning bylaw and there are a few proposed changes even prior to first reading. The sheer size of the document can be daunting, I will be sharing the document with Council to review prior to the September 13 meeting where I am hopeful that you entertain 1st reading of that bylaw
- In addition, we will be looking to 2nd reading of the Solid Waste Collection Bylaw along with a review of contractor prices for a new contract for collecting and transportation of Recycling Waste. I have also requested a quote for collecting and transportation of solid waste to our landfill for Council's consideration. I will also be able to report, at that time, the business case for the Town to collect and transport solid waste for other jurisdictions as well as our own.
- Annual Report – It is time for us to complete our 2nd annual report, we expect a draft to be ready for Council review at the September 13 meeting and final for approval at the September 27 meeting.

Successes this Month:

- The storm water outfalls remediation project by Accurate HD has progressed nicely even though they started with no advance warning putting us behind the 8 ball so-to-speak with residents with properties backing the work zone; the earth work is complete and the vegetation part remains. They did a decent job of reconnecting trails that they could, we expect the vegetation to be planted yet this fall. There is a one year warrantee on the vegetation
- Communities in Bloom was a moderate success in July – many residents took the opportunity to showcase their homes and we had a pretty great tour with the judges. While there is always a lot of improvement that can be done, it was easy to point out so much community pride. Hats off to everyone that participated and took the extra time to beautify their spaces this summer. Also, thanks to Whitney and Megan (while she was on leave) for their work to make the tour a success. We have not received written feedback from Communities in Bloom, but we had some very positive comments while on tour and summing up the day.
- Partnership with Chamber of Commerce regarding wayfinding signs – we are very happy to see the signs that many businesses have taken opportunity to place in the detours for customers and visitors to find their businesses. While a lot of the signs we placed in late June have blown over or folded, we have repeatedly put them back up. They are starting to see some where and tear but, for the most part they have helped, the large temporary signs at the ends of Town have also definitely had a positive impact. I am proud to point out the new permanent signs on Highway 219 which came about, in no small part, due to this project.

Learning Opportunities/Capacity Development:

- Highway Infrastructure Replacement – We continue to move along with this project...slowly...at every intersection we seem to uncover something we either did not know was there or something that was more of a problem than we had anticipated. It was great to get the resurfacing done from Selkirk to Franklin to open up in front of those businesses that had been without curbsides for as many as weeks. We had expected to proceed East along Saskatchewan Avenue until Contech uncovered dirt containing hydrocarbons in exceedance of environmentally acceptable standards. Up until this discovery, we have had very few work change orders and we have been able to keep the project close to budget plus acceptable contingency. We now await the Ministry of Environment to direct us how to proceed from here. Contech has had to shift their work site and is now completing sewer work on McKenzie and preparing to begin excavation on the furthest east points of the work zone and work their way back to the west back to McTavish where the interruption has occurred. This is not our preference and we are working with the Ministry to speed up their response to what is the required Environmental process going forward

Current Unfinished Projects:

- Raw Water Intake/ Water Treatment Plant Upgrade Project – Council has the results of the tender as well as Associated Engineering recommendation on today's agenda. The Raw Water Intake has not produced water as expected. Associated Engineering is investigating the introduction of a shield well to see if this will mitigate the intrusion of ground water into the aquifer
- Green and Inclusive Communities Building Grant Application – Submitted and awaiting news
- CMHC Housing Accelerator Fund – We have made application to CMHC for this new program to receive close to \$900,000 over the next 3 years, this fits in well with our plans going forward to address housing shortages in the community
- Landfill Decommissioning – This project is going well, with Nemanishen now accessing clay fill from Wright's Construction site East of Town. The bypass is definitely requiring extra attention and our team is trying to keep up with this, we did ask the RM of Rudy to help us on one occasion in July when we had a few staff off. Luke is planning to bring in some material soon to help out at the corners
- Land Sales – The Town has entered quite a few sales agreements with many different residential and commercial buyers in 2023. Process has been identified in these agreements and several of these sales are approaching the 4th month since we signed the agreement indicating that interest will be charged on outstanding amounts of the agreement. These agreements are valid for 6 months after signing without the balance being paid in full. I am confident that the agreements will all come to fruition and all properties will sell with development occurring in the expected time periods
- Town Hall Complex parking lot project – Larry Pederson will be removing the house very soon, instead of being placed in the landfill we hear that it is going to be recycled in Broderick
- Saskatchewan Economic Development Alliance – Community Wellness and Safety Project – Megan will lead her team as well as the Community Development Advisory Committee through this project
- Subdivisions Projects
 - 2024 Commercial and Residential Subdivision– No update since last report
 - College South Residential – no update since last report

Future Projects:

- Active Transportation Fund – Casa Boldt Consulting is looking into our eligibility for this fund with Skytrail development including connecting the West part of Outlook to the East part by an active transportation bridge
- 2025 SUMA Golf Tournament – We have been awarded the 35th 2025 SUMA Golf Tournament, it will be held July 10 and 11, 2025. This tournament was last held in Outlook in 1996, it was the 6th annual at that time
- Fall Open House – We have scheduled our fall open house for October 4 at the Civic Centre, we have invited various community stakeholders to participate and we look forward to this night once again