

CAO Report: Kevin Trew

Date:

September 27, 2023

Prepared for:

Council

Public

Committee

Human Resources:

- We are filling our kitchen staff for the season and have a number of casual hires already, we hope to have that complete soon
- We welcome Andrew to the team at the Recplex and we are still looking for a full time permanent rec worker for that facility. Loren was able to assist while putting ice in and he may do a shift or two while we look for another employee
- We said goodbye to our summer staff including those at the pool, we hope to see many of these faces return next year
- We were very excited to have a team event at the Riverview Golf Course prior to the end of summer, there was a bit of rain that day, but fun was had by all, it was great to honour the long serving staff and fire and rescue personnel that celebrated milestones this year
- Our deepest sympathy to Dianne Bennett and her family on the very recent loss of her great-granchild

Policy and Procedural Items:

- We are looking forward to the semi-annual open house to be held on October 4 at the Civic Centre, we expect many staff and Council to be present along with a lot of community partners, this is our 4th iteration of this event and we expect there to be many people with comments, questions and concerns regarding the various bylaws that are currently in progress of reading, specifically the zoning bylaw and community plan bylaw, the solid waste collection bylaw, the animal control bylaw as well as more information being sought regarding the recent changes to the utility, our second annual report will be ready for delivery at that time
- After much deliberation and planning, we are pleased to announce that the Town office will be open on Fridays from 9:30 am to 12:30 pm on a permanent basis starting November 3. Contrary to popular belief, the office staff do work on Fridays, there was a time that we could not guarantee that we would have a staff member able to man the reception desk. We have made adjustments and we are now able to do this without financial burden or workload issues on our admin team

Successes this Month:

- Projects are very near completion – we will leave the celebration until they are done
- I acknowledge the hard work and dedication of all of our staff this summer, but I would be remiss if I didn't send special shout out to the Recreation Facilities Staff – the transition from swimming season to ice season has gone much smoother than in recent history. While the weather didn't cooperate at the end of the pool season (wet, smoky and cool) and also hasn't been the best for putting in ice (warm nights and even warmer days) they have not only endured, but adapted and made great progress in delivering a much needed service to the community

Learning Opportunities/Capacity Development:

- Highway Infrastructure Replacement – We had a delay while we sorted out issues with the Ministries of Environment and Highways, while this is sorted now, it really was something that we have all learned a lot from and we can certainly be a bit more prepared for something like this now that we know what we can expect in the Highway Right of Way

Current Unfinished Projects:

- Raw Water Intake/ Water Treatment Plant Upgrade Project – Ground breaking ceremony on Water Treatment Plant Upgrade project will be held October 3 at 10 am, we will be setting up a different test at the golf course for testing for a sustainable water intake option
- Green and Inclusive Communities Building Grant Application and CMHC Housing Accelerator Fund – Submitted and awaiting news
- Landfill Decommissioning – We are expecting this to wrap up very soon – has everyone been out there to see what this looks like – this is definitely a success to watch for
- Land Sales – The Town has entered quite a few sales agreements with many different residential and commercial buyers in 2023. We have had two tenants agree to purchase lots on Prairie Avenue, we expect a few more, however we have not notified everyone yet
- Subdivisions Projects
 - 2024 Commercial and Residential Subdivision– No update since last report
 - College South Residential – no update since last report

Future Projects:

- I feel we have certainly had our fill of projects this summer and we are definitely engaged in a few smaller ones this next while as we wrap up these longstanding long overdue projects