

Operations Department



2023
Second
Quarter Report

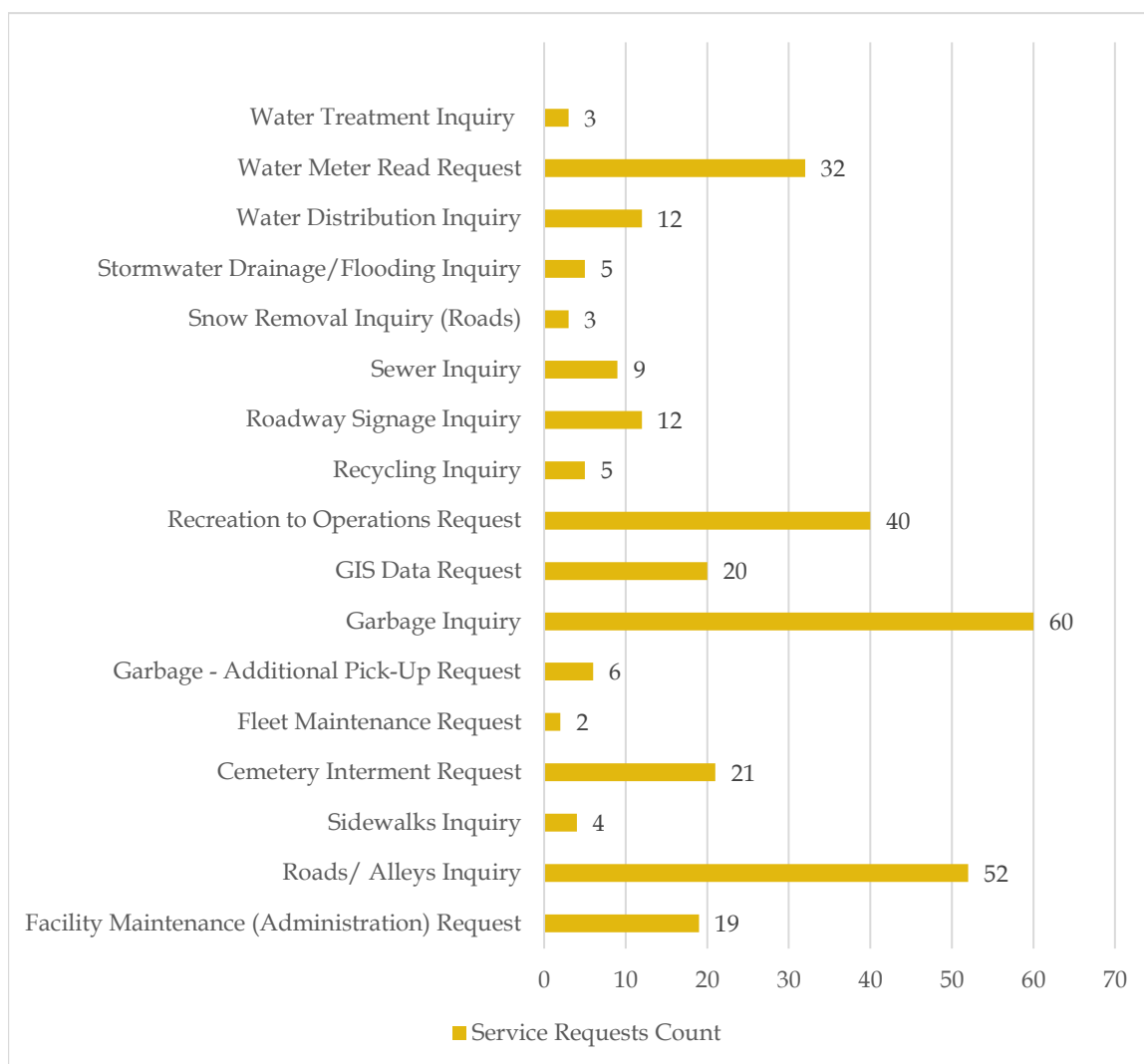


Department Statistics

Sewer Inspections 2
Water Main Breaks 0
Service Locates 184

Citywide Requests

Quarterly Totals: 222

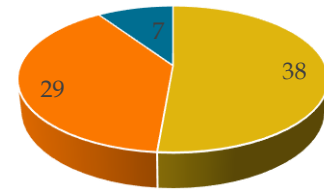


Cemetery Update

Fairview Cemetery

Inurnments (Open Only): 5
Inurnments (Open/Close): 6
Full Burials: 5
Niche Front Installations: 1

Columbarium I



■ Occupied ■ Reserved ■ Available

Major Projects

WTP Sodium Hypochlorite System

- *Project Background/Need:* Gaseous chlorine is used to disinfect the Town's water supply but is a highly toxic substance. Operations is working to transition away from gaseous chlorine and utilize sodium hypochlorite as an alternative disinfectant.
- *Capital or Operating:* Capital
- *Status Update:* **Underway** – Due to a drastic increase in anticipated costs, the original scope of an on-site generation system, the Town has adjusted course to a liquid sodium hypochlorite dosing system. The Town received notification in late June from the province that the scope change was accepted to still be eligible for the previously approved grant that is partially funding the project.
- *Future Reporting to Council:* Project award RFD expected to be presented to Council in Q3-Q4 2023, if the total tendered cost is over the \$200,000 threshold for Council approval.

Sentry Speed Signs

- *Project Background/Need:* Council and the Police Advisory Committee had requested additional digital speed signs be installed throughout the community.
- *Capital or Operating:* Capital
- *Status Update:* **Complete** – Installation was completed in Q2 and both new signs are operational.
- *Future Reporting to Council:* None Anticipated

Sander/Snowplow

- *Project Background/Need:* Snowplow required to meet demand of snow removal expectations and continue with routine fleet upgrades/replacements.
- *Capital or Operating:* Capital
- *Status Update:* **Underway** – Council approved RFP award in Q1 2023, expected delivery in Q2 2024
- *Future Reporting to Council:* None Anticipated

Backhoe Replacement

- *Project Background/Need:* Existing backhoe is 16 years old. The Operations Department heavily relies on this piece of equipment and is looking to replace for increased reliability.
- *Capital or Operating:* Capital
- *Status Update:* **Not Started** – RFP expected in Q3 2023
- *Future Reporting to Council:* RFD for project award at future Council meeting, timeline unknown

Canyon Drive Water & Sewer Upgrades

- *Project Background/Need:* Standard replacements of aging underground infrastructure. Recommended as part of Infrastructure Master Plan.
- *Capital or Operating:* Capital
- *Status Update:* **On Hold** – Council approved at the April 11, 2023 regular meeting of Council to continue with the design but defer construction to 2024 to allow the Operations Department to replace pumps at the WTP first.
- *Future Reporting to Council:* Will present the construction budget at the 2024 Capital budget deliberations.

Poplar Avenue Storm Upgrades (Willow St to Main St)

- *Project Background/Need:* Upgrading of aging and undersized infrastructure to improve drainage. Recommended as part of Infrastructure Master Plan.
- *Capital or Operating:* Capital
- *Status Update:* **On Hold** – Design completed as part of previous project, waiting to publish for bidding until grant is confirmed, grant application submitted Q1 2023
- *Future Reporting to Council:* RFD for project award at future Council meeting, timeline unknown

Sanitary Sewer Lining

- *Project Background/Need:* Based on the results of Sanitary Sewer CCTV Inspections, Operations has identified sanitary sewers which are candidates for lining which ultimately is approximately 25% of the cost of full replacement. Recommended as part of Infrastructure Master Plan.
- *Capital or Operating:* Capital
- *Status Update:* **Complete** – Locations selected as Frederick St/John Ave, lining was completed in May 2023.
- *Future Reporting to Council:* None Anticipated

SCADA Communication Radio Replacements

- *Project Background/Need:* SCADA radios are used for communication between water/wastewater facilities. The Town's current radios are now obsolete and have no replacement parts available.
- *Capital or Operating:* Capital
- *Status Update:* **Underway** – Radios were replaced in Q2 2023. During the installation, it was determined there was insufficient power for communications at the Castle River Raw Water Intake. Council approved additional funding for the project on June 12, 2023 to accommodate upgrades to solar infrastructure. Installation of the upgraded solar expected in Q3 2023.
- *Future Reporting to Council:* None Anticipated

Sidewalk Replacements

- *Project Background/Need:* Routine sidewalk replacement prioritized by condition, traffic, risk, etc. Recommended as part of Infrastructure Master Plan.
- *Capital or Operating:* Capital
- *Status Update:* **On Hold** – Selected section of sidewalk for replacement was Main Street between Victoria Crescent and Hill Avenue. As part of the project involves replacement of a retaining wall, the project was more complicated than originally anticipated. This project will not proceed in 2023 but will be brought forward during the 2024 budget deliberations.
- *Future Reporting to Council:* 2024 budget deliberations

Mini-Excavator Trade-In Replacement

- *Project Background/Need:* Because municipalities receive a significant discount from dealers on new equipment, the re-sale value makes it very cost effective to upgrade/trade-in regularly. By upgrading annually, the Town benefits from this equipment always being under manufacturer warranty, reducing operating costs
- *Capital or Operating:* Capital
- *Status Update:* **Complete** - Purchased, delivery received June 2023
- *Future Reporting to Council:* None Anticipated

Operations ATCO Trailer Replacement

- *Project Background/Need:* Significant spacing constraints for Operations staff. Upgraded existing 10'x40' ATCO Trailer to a 10'x60' ATCO Trailer.
- *Capital or Operating:* Capital
- *Status Update:* **Complete** – Purchased and received in Q1 2023, renovations completed in Q2 2023. Staff are now moved back in to ATCO Trailer.
- *Future Reporting to Council:* None Anticipated

Cemetery 2nd Columbarium

- *Project Background/Need:* Existing cemetery columbarium is reaching its capacity. Second columbarium to be installed to meet demand.
- *Capital or Operating:* Capital
- *Status Update:* **Underway** – Purchased in Q1 2023, delivery expected in Q3 2023
- *Future Reporting to Council:* None Anticipated

WTP Pump Replacements

- *Project Background/Need:* Project originally slated for 2024 but was bumped up in priority due to pump replacement impacting the Canyon Drive Utility Upgrades project. Project includes replacement of 3 distribution pumps, 2 fluoride dosing pumps, and 2 filter turbidimeters.
- *Capital or Operating:* Capital
- *Status Update:* **Underway** – Design underway, procurement expected in Q3 2023, construction expected in Q4 2023 – Q1 2024
- *Future Reporting to Council:* None Anticipated

WTP Dam Assessment

- *Project Background/Need:* In 2018 the Dam Safety Board changed the parameters of what was considered a 'dam'. The Town's Raw Water Pond, located at the Water Treatment Plant, now requires a Dam Assessment to report on downstream risk in case of a failure.
- *Capital or Operating:* Operating
- *Status Update:* **Underway** – Inspection completed in Q2 2023, report expected Q3 2023
- *Future Reporting to Council:* None Anticipated

WTP Filter Media Study

- *Project Background/Need:* Filter Media in the WTP is original to the plant (constructed in 1991). A Filter Media Study was recommended as part of the Town's Infrastructure Master Plan.
- *Capital or Operating:* Operating
- *Status Update:* **Complete** – Inspection complete, report received in Q2 2023
- *Future Reporting to Council:* Upgrades will be requested at future budget deliberations.

CRC Facility Condition Assessment

- *Project Background/Need:* Facility needs significant investment but recommended full assessment before proceeding with any major repairs.
- *Capital or Operating:* Operating
- *Status Update:* **Complete** – Inspection complete, report received in Q2 2023 and presented to Council on June 7, 2023.
- *Future Reporting to Council:* None Anticipated

SE Commercial Area Storm Upgrades Preliminary Design

- *Project Background/Need:* Historical drainage problems in the SE Commercial Area. Council desired to complete preliminary design to upgrade the area to an urban, asphalt profile with stormwater infrastructure. Preliminary design to include proposed phasing and associated costs.
- *Capital or Operating:* Operating
- *Status Update:* **Underway** – Consultant selection and award expected in Q2 2023, survey and design expected in Q2-Q3 2023, report expected Q4 2023
- *Future Reporting to Council:* Information to be used to inform the 2025-2029 5-year long-term budget.

Sewer CCTV Phase 4

- *Project Background/Need:* Underground camera inspections of sanitary sewers. Project aims to inspect 8-10km of sewers each year.
- *Capital or Operating:* Operating
- *Status Update:* **Underway** – Kick-off meeting completed in Q1 2023, inspections expected in Q2 2023, report expected Q3 2023
- *Future Reporting to Council:* None Anticipated

Pronghorn Avenue Geotechnical Assessment

- *Project Background/Need:* Preliminary assessment to determine upgrades needed to Pronghorn Avenue. This type of investigation will assist in grant applications for future upgrades, including Alberta Transportation STIP grants.
- *Capital or Operating:* Operating
- *Status Update:* **Complete** – Inspection completes Q1 2023, report received Q2 2023
- *Future Reporting to Council:* Information to be used to inform 2024 budget deliberations, including the 2025-2029 5-year long-term budget.

Old RCMP Building Demolition

- *Project Background/Need:* Old RCMP Building is at end of life. Project is intended to prepare the site to be 'shovel ready' for future development opportunities.
- *Capital or Operating:* Operating
- *Status Update:* **Underway** – Consultant onboarded and working on budgetary estimates and RFP documents. Project will not be publicly procured until authorization is given by Council based on Council resolutions in Q2 2023 seeking proposals for redevelopment of the Old RCMP Building property.
- *Future Reporting to Council:* RFD for project procurement pending, timeline unknown