

Operations Department



2023 Third Quarter Report

Staff News



Brock Leavins
Operations
Coordinator – Parks &
Open Spaces

Parks Coordinator

At the end of the 3rd Quarter, the Parks Department transitioned from Community Services to the Operations Department.

Staff will be working over the winter to ensure a smooth summer operating season ahead with the organizational shift.

A warm welcome to Brock, the Operations Coordinator for Parks & Open Spaces, who has been with the Town since 2022, into his new home.

Brock's Office is located in the ATCO Trailer in the Operations Yard.



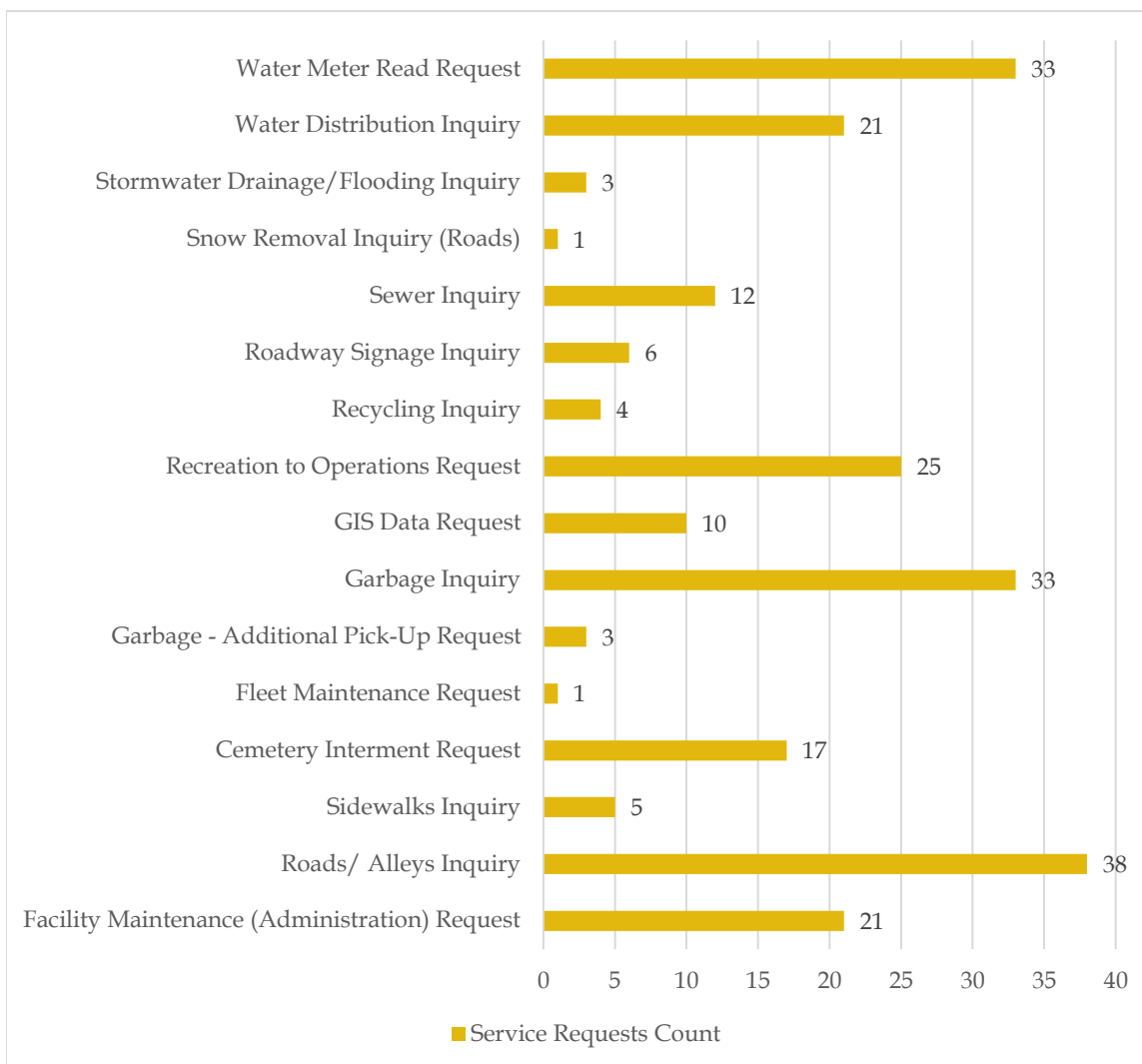
Department Statistics

Sewer Inspections	5
Water Main Breaks	0
Service Locates	111



Citywide Requests

Quarterly Totals: 222



Cemetery Update

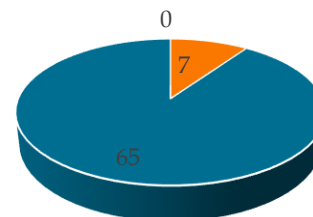
Columbarium I



Fairview Cemetery

Inurnments 7
Full Burials 4
Niche Front Installations 5

Columbarium II



■ Occupied ■ Reserved ■ Available

■ 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 Q4 2023, if the total tendered cost is over the \$200,000 threshold for Council approval.

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:* **Cancelled** – CAO decision to not proceed with procurement or carryover of project due to department capacity and reserve fund levels. Equipment needs will be re-evaluated over 2024 and presented in 2025 budget deliberations.
- *Future Reporting to Council:* None Anticipated

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

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:* **Complete** – 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 completed 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

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 early November 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 and procurement complete, construction expected in Q4 2023 – Q1 2024
- *Future Reporting to Council:* Project Award RFD to Council on October 23, 2023.

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:* **Complete** – Inspection completed in Q2 2023, report completed Q3 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 in Q2 2023, survey and design expected in Q2-Q3 2023, report expected Q4 2023 – Q1 2024
- *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:* **Complete** – Report received in Q3 2023
- *Future Reporting to Council:* None Anticipated

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