

# Chief Administrative Officer Report

*Town of Wadena | Regular Town Council Meeting | September 17, 2019 | Submitted by: Jennifer Taylor*

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## **Building and Development Permits**

No new building permits have been issued since the last meeting, however there are three new applications under review.

## **Administration**

Front staff have been busy fielding calls regarding the water issues we've been experiencing. The September newsletter and utility bills have been printed mailed to residents. Confirmation of all facility bookings is underway. Front staff are also working on administration of the Sask Lotteries Grant. Fitness Centre membership sales have been brisk due to the 25% off 3 mo membership sale for Sept.

## **Parks & Recreation**

Parks & Rec staff assisted with the delivering notices to businesses regarding the PDWA and posting notices in all Town facilities.

Staff will be at the Rec Centre to prepare for opening. We are confirming the date that Stevenson Industrial will be here to start up the ice plant tentatively scheduled for Sept 27. Ice making will start Sept 30 and lines are scheduled to be put down on Oct 4. Tentative opening date is Oct 15.

Staff have been working on shut down of outdoor facilities including the pool, sportsgrounds, and town office sprinkler system. We continue to have campers so campground shut down will occur later in Sept.

There are a few issues at the hall including coffee perks, bulb replacements and repair work on the generator. Staff will continue to resolve these issues as the budget allows.

The last tree branch pick up of the season is Sept 26 and 27.

## **Public Works & Utilities**

The water main break on Highway 5 was repaired quickly and without incident and water was restored to the affected area by early afternoon on September 8. The entire town remains on a Precautionary Drinking Water Advisory.

The water tower relining project is behind schedule due to the wet weather and humidity. Staff continue to struggle with the pumps to maintain pressure in the distribution system which is why residents are experiencing fluctuating pressure.

Once the water tower project is complete and the distribution system is returned to normal operations, staff will begin flushing hydrants. This is tentatively scheduled during the first two weeks of October.