

**CHIEF ADMINISTRATIVE OFFICER REPORT  
to August 21, 2014**

	ITEM	STATUS	FUTURE STEPS
<b>Priorities for 2014</b>	WATER PROJECT	Leak Detection completed. Initial indication is that there are leaks at none of the locations indicated. Water Committee recommending that there be further investigation into explanation for high usage (leaks?)	Hold off on proceeding to design until further investigation into current high usage.
	30 MAIN STREET	12 month notice given (vacate Dec 2014)	Draft rules for mobile home park Make arrangements for removal unit (late Fall)
	WATER TENDER	Replacement tender purchased and delivered.	Complete. Currently doing minor repairs and outfitting with items such as connections to Fire Truck.
	EMERGENCY PREPAREDNESS (Plan, etc.)	Contact made with TNRD and LFN. Further discussion with Forestry. Meeting to be arranged for the Fall. Applied to join TNRD Program for 2015.	Intern to draft plan. Continue work with TNRD, First Nations, and other agencies.
	BEAUTIFY LOOK-OUTS (e.g. O'Dwyer Park)	Grant approved.	Proceed with beautification work - landscaping, slope work, etc. Initial discussions held with CN regarding slope. "Hotspot" repainted. Sign resurfaced.
	BULLETIN BOARDS	Done	None
	SIDEWALKS	Ongoing maintenance and repair needed.	Sidewalk/road repair budgeted for 2014. Grant funding to be pursued for further road repair.
	ROAD MARKERS (River Dr.)	River Drive widened. Posts/reflectors installed. Signage installed.	Completed (for 2014).
	SIGNAGE (blind corners, yield, etc.)	Signage installed.	Staff to identify problem spots as an ongoing exercise.
	DAM/INTAKE IMPROVEMENT/ REPAIR	"Clean out" completed.	Dam repair/improvement to be taken from Gas Tax, if required. New grant funding to be pursued.
	LOCATE WATER CONNECTIONS/ VALVES	Leak detection completed.	Work for 2014 to be taken from Gas Tax. This is an ongoing project. Meeting IHA held to discuss cross connection "program"
	REPLACE FIREHALL DOORS	Consider grant-funded needs assessment.	Review reserves and policies.
	BANK RETENTION(etc)	Initial meeting (walkabout) held with CN.	
SALT "HUT"	Plan amended. Storage to be moved to area next to PW. Piles now covered.		

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	ITEM	STATUS	FUTURE STEPS
<b>Priorities for 2014 (continued)</b>	INDEPENDENT LIVING UNITS	Select Housing Committee actively working on project. Potential grant funding being pursued.	
	WATERSHED MGT. PLAN	Potential project for intern.	Future year.
	MUSEUM BLDG. ROOF	Contract awarded to Trevor's Contracting.	Roof replaced. Complete
	Official Community Plan	Review and update. Grant funding being pursued.	Intern project. Meeting held with grant writer.

<b>ISSUES IN AUGUST:</b>	
<b>WATER PROJECT:</b>	Water Committee met to discuss how to proceed. Further investigation to be conducted. Start with a manual "draw down" test of the reservoirs.
<b>INTERN (NDIT):</b>	Working on minutes, agendas, FOI request, Business Licencing, land use issues, misc. contracts.
<b>PUBLIC WORKS:</b>	Pool now open. Ongoing maintenance issues. Severe water shortage. Well brought on-line to supplement supply. Chlorine levels monitored regularly. Stricter watering restrictions implemented. Users advised.
<b>RAFT TAKEOUT</b>	Raft takeout monitored and regularly cleared (sand build up). Lock replaced. All users provided new key. Contracts signed and monies received from Hyak and Fraser River, and now Reo.
<b>COMMUNICATIONS:</b>	Info being gathered for Fall Newsletter.
<b>SUMMER WORKERS:</b>	Museum workers on the job. Museum open for summer hours. Lifeguards hired. Pool opened and in use.  4 First Nations students working with Lead Hand. Gardening, clean up and general assistance.
<b>BUILDING MAINTCE:</b>	Problems with AC now fixed. New janitorial contract (one year) signed.