

**CHIEF ADMINISTRATIVE OFFICER REPORT
to July 28, 2014**

	ITEM	STATUS	FUTURE STEPS
Priorities for 2014	WATER PROJECT	Leak Detection completed. Contractor has now determined that there are leaks at none of the locations indicated.	Hold Water Committee to determine next steps. Do we work with current consumption figures? Value engineering? Proceed to design SSF?
	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.	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.	Issue of transfer to reserves to be reviewed. Intern project?
	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.		
INDEPENDENT LIVING UNITS	Select Housing Committee actively working on project. Potential grant funding being pursued.		

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Priorities for 2014 (continued)	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.

ISSUES IN JULY:	
WATER PROJECT:	Lillooet Contracting has attended on site. There are NO leaks in any of the locations indicated. Meeting held with IHA to discuss status of water project.
INTERN (NDIT):	Intern started work at Village Office June 2. Working on minutes, agendas, Newsletter, FOI request, Business Licencing, land use issues.
PUBLIC WORKS:	Pool now open. Ongoing maintenance issues. Worked with Lillooet Contracting on leak identification. Cross walks painted. Water advisory maintain (though probably unnecessary). Sprinkling restrictions in effect.
RAFT TAKEOUT	Raft takeout improved (sand build up). Lock replaced. All users provided new key. Contracts signed with Hyak and Fraser River.
COMMUNICATIONS:	Summer Newsletter released, distributed and posted
SUMMER WORKERS:	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.
ANNUAL REPORT:	Annual Report finalized, released and registered with Ministry.