



## ***MEMORANDUM***

**FROM:** Administration  
**TO:** Chair Vaandrager, Reeve Harwood, All Councillors  
**SUBJECT:** Public Works Committee Meeting

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A meeting of the Public Works Committee will be held on:

**Monday, May 8<sup>th</sup>, 2023**

**Immediately following the Administration Committee Meeting**

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## **AGENDA**

1. Call to Order
2. Adopt Agenda
3. Public Works – Carryforward Action List
4. Operational Update – Verbal
5. Adjourn

# INFRASTRUCTURE AND PUBLIC WORKS

## Carryforward Action List – CURRENT

Date Action Item/Request	Status
<p>October 12, 2021</p> <p><b>Civic Addressing Process</b></p> <p><b>Issue:</b> The RM adopted civic addressing in February 2019 in the municipality for emergency services.</p>	<ul style="list-style-type: none"> <li>• October 12, 2021 – Previous anticipated timelines for the rural addressing initiative were delayed. Administration conducted an audit of the procedures required to complete the project. The initial process established required some re-work to align the project with established provincial civic addressing processes.</li> <li>• January 10, 2022 – Council received an information package containing an update on the expected project completion timelines (late Fall 2022).</li> <li>• March 1, 2022 – Research into the process of registering civic addresses with Canada Post is underway. An update to Council will be provided in May.</li> <li>• March 21, 2022 – Finalization of assigned addressing and road name verification is underway.</li> <li>• June 2022 - Sign installation for the summer has begun. This project remains on track to have civic addresses and road names registered, sign installation of existing addresses completed, and emergency services updated by end of quarter four.</li> <li>• August 2022 – Sign installation will continue while weather permits. Registration of civic addresses is in progress. Consultation is ongoing to ensure process continuity for the future phase of registering civic addressing with Canada Post.</li> <li>• October 2022 – First data batch of Civic Addresses was received by the Civic Address Registry and confirmed compatible with their system. The next step, address verification, can proceed for this batch. Canada Post consultation has been fruitful and remains ongoing.</li> <li>• December 2022 – Second data batch is being prepared to be sent to the Civic Address Registry. Road name change application to be submitted to ISC once the November Council Meeting minutes have been posted.</li> <li>• February 2023 – Registration with external parties for emergency services is ongoing. Updates to follow as the process progresses.</li> <li>• <b>March 2023</b> <ul style="list-style-type: none"> <li>○ <b>Awaiting completion of road name updates with external parties. In communication with these parties.</b></li> <li>○ <b>In queue for CAR to complete their address verification and registration with emergency services (ETC 6-9 months)</b></li> <li>○ <b>Continued review and updating of civic addresses</b></li> <li>○ <b>Preparation for the completion of sign installations for the initial program implementation is ongoing</b></li> <li>○ <b>Work has begun on program maintenance. Internal consultation to embed civic addressing in development processes is in progress. A workflow is being created. Documentation will be reviewed.</b></li> </ul> </li> </ul>

# INFRASTRUCTURE AND PUBLIC WORKS

## Carryforward Action List – CURRENT

Date Action Item/Request	Status
Sourcing of future gravel sites in the RM.	<ul style="list-style-type: none"><li>• Currently establishing a process for identification of sites.</li></ul>
Valley Road Corridor Assessment	<ul style="list-style-type: none"><li>• Currently establishing the scope of this project and determining the viability of addressing issues pertaining to this transportation link.</li><li>• <b>April 2023 – Council will need to determine in conjunction with Administration the implications to the 2024 budget.</b></li></ul>