

OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA
OPERATIONS STATISTICS
December 2015

STAFFING

The following table is a breakdown of lost man shifts during the month:

	2014	2015
WSIB	0.00	0.00
WI/LTD	0.00	0.00
SICK DAYS	14.63	5.25
COMPASSIONATE LEAVE	0.00	0.00
FLOATERS	2.00	5.50
VACATION	106.50	119.25
BANKED TIME USED	5.06	8.78
OFF	0.75	0.44
STATUTORY HOLIDAYS	78.00	78.00
TOTAL	206.94	217.22

OVERTIME HOURS

Equivalent Straight Time Hours:

	2014	2015	2014	2015
	Dec	Dec	Year To	Year To
			Date	Date
ADMINISTRATION	0.00	0.00	0.00	0.00
CAPITAL	0.00	0.00	1162.25	294.75
BUILDING/YARDS	0.00	0.00	5.25	0.00
INTERDEPARTMENTAL	0.00	8.00	36.75	37.75
PRIVATE WORK	4.00	0.00	43.50	112.50
RECYCLE/GARBAGE	9.00	12.75	38.75	36.00
ROADS	56.00	79.50	694.00	411.25
SEWER COLLECTION	26.50	37.25	700.13	551.50
SIDEWALKS	0.00	6.00	58.50	37.50
STORES	0.00	4.00	39.00	28.00
VEHICLE & EQUIPMENT	0.00	4.00	88.00	35.00
WATER TREATMENT PLANT	46.75	19.00	328.88	502.00
WATER DISTRIBUTION	40.25	15.75	2815.38	420.50
WATER TOWER	0.00	0.00	0.75	8.00
TOTAL	182.50	186.25	6011.13	2474.75

TRANSPORTATION REPORT

DECEMBER 2015

ROADS:

Storm Water Management – Urban:

- Continued flushing storm sewer laterals and cleaning catch basin sumps.

Storm Water Management - Rural:

- Removed beaver dams as required.
- Continued brush cutting along ditches with Boom Mower.
- Cleaned up some of the large branches and debris behind brush cutter.

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required

Loose Top Maintenance:

- Graded all loose top roads twice.
- Continued grading lanes as required.

Roadside Maintenance:

Winter Control:

- Two (2) events – December 16th and 24th
- Plowed all roads, lanes and parking lots
- Sanded/salted roads as required
- Dragged snow dump with loader tires to level for trucks hauling snow
- Night Shift for Winter Control started December 17th
- Removed snow in the Downtown area
- Removed snow piles in parking lots.

Traffic Operations:

- Repaired and replaced signs as required.
- Continued replacing signs that failed reflectivity testing

Regular Maintenance:

- Garbage pickup - Tuesday and Friday - Downtown and Public Works Shop
- Assisted Engineering with locates and CCTV inspections.
- Assisted with tasks at Civic Centre as required.
- Maintenance checks at the Civic Centre as required
- Repaired deficiencies found in Routine Road Patrols

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required.
- Finished rebuilding stairs to storage area above the water/sewer office
- Cleaned up shop area and put summer equipment in storage shed and moved winter equipment inside shop.

Private Work:

- Removed two (2) buildings at 446 Third Street East for sale of property.

Sidewalks – Winter:

- Removed snow from Civic Centre sidewalks and applied ice melt as required.
- Cleaned snow from the Underpass sidewalk and Downtown corners and applied ice melt or sand/salt as required
- Plowed snow from all sidewalks as required.

Sidewalks – Summer:

- Swept sidewalk and bike path along waterfront.

Vehicles and Equipment:

- Preventive Maintenance - pre-trip inspections 5:30 -7:30 a.m. Monday to Friday
- Regular scheduled maintenance of all vehicles and equipment
- Maintenance and repairs, Fire Department, Water Treatment Plant, Memorial Sportsplex, Day Care, Handi-Van and Civic Centre vehicles as required.

Public Relations:

Sewer and Water:

- Provided labour and equipment for Water Distribution and Sewer Collection repairs and maintenance.
- Handed out “Water Turn Off Advisories”, “Drinking Water Advisories” and “Lifting of Drinking Water Advisories” when required
- Issued “Delinquent Account Notices” and turned off water for non-compliance as required.
- Flushed sanitary sewer mains.

Interdepartmental:

- Darwin Woods read hydro meters December 1st.
- Removed Zamboni snow from Memorial Sportscentre
- Darwin Woods read hydro meters on December 29th and 30th.

Recycling:

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Emptied bins from “drop off” centre as required

Training:

- Doug Brown and Randy White attended First Aid Recertification Training on December 17th.
- Doug Brown, Milt Strachan and Doug Herr attended Ergonomics Training on December 3rd.

Health & Safety:

- A Workplace Inspection was done at the Water Treatment Plant on December 4th
- A Workplace Inspection was done at the Public Works Building on December 16th
- A Joint Health and Safety Committee Meeting was held on December 17th at the Public Works Meeting Room.

Milt Strachan,
Superintendent of Transportation