

**OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA**  
**OPERATIONS STATISTICS**  
**May 2016**

**STAFFING**

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

	2015	2016
WSIB	0.00	0.00
WI/LTD	0.00	5.00
SICK DAYS	6.00	6.25
COMPASSIONATE LEAVE	0.00	1.00
FLOATERS	4.00	3.00
VACATION	37.00	19.00
BANKED TIME USED	8.25	11.69
OFF	0.75	1.25
STATUTORY HOLIDAYS	25.00	27.00
<b>TOTAL</b>	<b>81.00</b>	<b>74.19</b>

**OVERTIME HOURS**

Equivalent Straight Time Hours:

	2015	2016	2015	2016
	May	May	Year To	Year To
			Date	Date
FIGHT THE BLIGHT	0.00	142.50	0.00	142.50
TRAVEL	48.00	0.00	0.00	2.50
ENGINEERING	0.00	4.00	4.00	8.00
INTERDEPARTMENTAL	6.00	0.00	7.50	9.00
PRIVATE WORK	79.75	0.00	0.00	8.00
RECYCLE/GARBAGE	1.50	0.00	2.25	21.50
ROADS	24.00	0.00	202.50	166.75
SEWER COLLECTION	174.50	18.25	186.00	142.50
SIDEWALKS	0.00	0.00	18.75	3.00
STORES	0.00	0.00	24.00	30.00
VEHICLE & EQUIPMENT	0.00	0.00	27.00	4.00
WATER TREATMENT PLANT	8.00	30.50	217.00	192.25
WATER DISTRIBUTION	55.75	62.50	204.25	296.25
WATER TOWER	4.00	0.00	4.00	0.00
<b>TOTAL</b>	<b>401.50</b>	<b>257.75</b>	<b>897.25</b>	<b>1026.25</b>

# **TRANSPORTATION REPORT**

**May 2016**

## **ROADS:**

### **Storm Water Management – Urban:**

- Continued flushing storm sewer laterals and cleaning catch basin pumps

### **Storm Water Management - Rural:**

- Cleaned up debris from ditches and boulevards along both Town entrances on the Highway
- Removed a culvert at Point Park that was not draining any water
- Removed beaver dams as required.

### **Hard Top Maintenance:**

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Continued with the initial sweep of all streets
- Repaired or replaced curb and gutters from winter digs and other areas in need of repair.

### **Loose Top Maintenance:**

- Graded loose top roads twice
- Graded all lanes

### **Roadside Maintenance:**

- Cleaned up branches and debris along boulevards that accumulated over the winter

### **Winter Control:**

- Cleaned up debris left at piles on lane entrances from winter operations

### **Traffic Operations:**

- Repaired and replaced signs as required.

**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.
- Cut grass around Public Works building and in all yards

**Private Work:**

- Completed landscaping at 446 Third Street East
- Installed a 5 foot extension to the culvert at 950 Fifth Street West to widen private crossing
- Installed a new 14 foot culvert for a private crossing at 421 Sixth Street West.

**Sidewalks – Winter:****Sidewalks – Summer:**

- Swept winter sand off of sidewalks and islands
- Swept winter sand and cleaned debris from Underpass sidewalk
- Swept sidewalk and bike path along Waterfront
- Replaced sidewalk from Winter digs
- Replaced sidewalk in areas identified for repairs

**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:**

- Provided two (2) crews of 6 employees to participate in the Town cleanup ( Flight the Blight) on May 16, 17, 18 and 19.
- Installed a concrete pad for a Memorial Bench on the Waterfront

**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 dead end sanitary sewer mains.

**Interdepartmental:**

- Installed bike rack at Civic Centre on May 5<sup>th</sup>
- Hauled ice from the Ice for Kids rink to the snow dump on May 10<sup>th</sup>
- Prepared Sorting Gap Marina for summer operations on May 11<sup>th</sup>
- Cathy Westover provided coverage for vacation May 7 & 8 and again on May 27, 28 and 29<sup>th</sup>.

**Recycling:**

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Exchanged recycling bins as required
- Cleaned up around Public Bin and Yard

**Training:**

- Dan Mattson, Dave Martin and Curtis Wickstrom attended Supervisory Training at La Place Rendezvous on May 5<sup>th</sup>.

**Health & Safety:**

- Student orientation and small equipment training was completed May 2<sup>nd</sup> and 3<sup>rd</sup>.

Milt Strachan,  
Superintendent of Transportation