

**OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA**  
**OPERATIONS STATISTICS**  
**April 2015**

**STAFFING**

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

	<b>2015</b>	<b>2016</b>
WSIB	0.00	0.00
WI/LTD	3.00	21.00
SICK DAYS	13.13	12.38
COMPASSIONATE LEAVE	0.00	1.00
FLOATERS	4.00	1.00
VACATION	29.06	40.75
BANKED TIME USED	14.25	6.53
OFF	0.00	0.50
STATUTORY HOLIDAYS	25.00	0.00
<b>TOTAL</b>	<b>88.44</b>	<b>83.16</b>

**OVERTIME HOURS**

Equivalent Straight Time Hours:

	<b>2015</b>	<b>2016</b>	<b>2015</b>	<b>2016</b>
	<b>April</b>	<b>April</b>	<b>Year To</b>	<b>Year To</b>
			<b>Date</b>	<b>Date</b>
ADMINISTRATION	0.00	0.00	0.00	0.00
TRAVEL	0.00	0.00	0.00	2.50
ENGINEERING	0.00	0.00	0.00	4.00
INTERDEPARTMENTAL	6.00	0.00	7.50	9.00
PRIVATE WORK	0.00	0.00	0.00	8.00
RECYCLE/GARBAGE	0.00	4.00	2.25	21.50
ROADS	0.00	8.00	202.50	166.75
SEWER COLLECTION	98.25	16.00	167.75	124.25
SIDEWALKS	0.00	0.00	18.75	3.00
STORES	0.00	0.00	24.00	30.00
VEHICLE & EQUIPMENT	12.00	4.00	27.00	4.00
WATER TREATMENT PLANT	34.25	9.25	186.50	161.75
WATER DISTRIBUTION	8.00	4.00	141.75	233.75
WATER TOWER	4.00	0.00	4.00	0.00
<b>TOTAL</b>	<b>162.50</b>	<b>45.25</b>	<b>782.00</b>	<b>768.50</b>

# **TRANSPORTATION REPORT**

## **APRIL 2016**

### **ROADS:**

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

- Steamed catch basins and laterals to get water moving.
- Cleaned debris from catch basins
- Flushed storm sewer laterals and cleaned catch basin sumps

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

- Steamed and flushed frozen culverts to get water moving.

#### **Hard Top Maintenance:**

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Initial sweep of the Town streets started on Monday April 18<sup>th</sup> – two (2) ten (10) hour shifts four days a week ( Monday to Thursday )

#### **Loose Top Maintenance:**

- Graded loose top roads twice
- Started first round of grading lanes

#### **Roadside Maintenance:**

- Cleaned up areas where snow was piled at lane entrances.

#### **Winter Control:**

- no events that required plowing, some light snow.
- Sanded/salted roads as required.

#### **Traffic Operations:**

- Repaired and replaced signs as required.
- Repaired signs at dead ends and cleaned up debris in those areas.

**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.
- Removed shrubs and flower beds at the Public Works Office Building on April 13<sup>th</sup>.

**Private Work:**

- Landscaped at 446 Third Street East on April 14<sup>th</sup>.

**Sidewalks – Winter:**

- Cleaned up sod from snow plowing – landscaped and seeded areas damaged.
- Applied ice melt to Civic Centre sidewalks as required
- Applied ice melt at Downtown corners and underpass as required.

**Sidewalks – Summer:**

- Trimmed trees along sidewalks
- Swept sidewalk and bike path along water front with sidewalk sweeper.

**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.
- Cleaned up snow and ice on 400 block of Nelson Street at water break on March 1<sup>st</sup>.
- Flushed and cleaned sanitary sewer mains
- Supplied labour and equipment to vacuum excavate a curb stop repair at 1628 Colonization Road West.

#### **Interdepartmental:**

- Delivered 3 stop signs to Scott Street and Central Avenue for FFPC to do some maintenance on the traffic control lights at that intersection on April 15<sup>th</sup>.
- Cleaned up extension cords etc. for Christmas Lights at Civic Centre on April 6<sup>th</sup>.
- Cleaned out septic tank at the Airport on April 14<sup>th</sup>.
- Hauled ice that was removed from the 52 Canadians Rink to the snow dump on April 29<sup>th</sup>.
- Cathy Westover supplied coverage for vacation, etc. at the Airport from April 5<sup>th</sup> to April 11<sup>th</sup> and again on April 18<sup>th</sup>.

#### **Recycling:**

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

#### **Training:**

- Darren McCormick, Jacques Fiset, Paul LaFreniere, Darwin Woods, Randy McArthur and Bryan Henttonen were provided with training on the new street sweeper on April 12<sup>th</sup> and 13<sup>th</sup>.

#### **Health & Safety:**

Milt Strachan,  
Superintendent of Transportation