

**OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA**  
**OPERATIONS STATISTICS**  
**March 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	23.00
SICK DAYS	14.88	10.44
COMPASSIONATE LEAVE	0.00	0.00
FLOATERS	9.00	8.00
VACATION	29.00	31.88
BANKED TIME USED	8.63	13.50
OFF	0.63	0.00
STATUTORY HOLIDAYS	0.00	26.00
<b>TOTAL</b>	<b>62.14</b>	<b>112.82</b>

**OVERTIME HOURS**

Equivalent Straight Time Hours:

	2015	2016	2015	2016
	March	March	Year To	Year To
			Date	Date
ADMINISTRATION	0.00	0.00	0.00	0.00
TRAVEL	0.00	0.00	0.00	2.50
ENGINEERING	0.00	4.00	0.00	4.00
INTERDEPARTMENTAL	0.00	0.00	1.50	9.00
PRIVATE WORK	0.00	8.00	0.00	8.00
RECYCLE/GARBAGE	0.00	1.50	2.25	17.50
ROADS	0.00	68.75	202.50	158.75
SEWER COLLECTION	38.50	63.50	69.50	108.25
SIDEWALKS	0.00	0.00	18.75	3.00
STORES	0.00	0.00	24.00	30.00
VEHICLE & EQUIPMENT	0.00	0.00	15.00	0.00
WATER TREATMENT PLANT	34.00	29.75	152.25	152.50
WATER DISTRIBUTION	85.75	51.75	133.75	229.75
WATER TOWER	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>158.25</b>	<b>227.25</b>	<b>619.50</b>	<b>723.25</b>

# **TRANSPORTATION REPORT**

## **MARCH 2016**

### **ROADS:**

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

- Steamed frozen catch basins and laterals
- Cleared snow and ice from catch basins to get water moving
- Flushed and cleaned storm sewer laterals of 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

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

- Graded loose top roads once

#### **Roadside Maintenance:**

#### **Winter Control:**

- One (1) event – March 17<sup>th</sup>
- Plowed all roads, lanes and parking lots
- Sanded/salted roads as required
- Night shift ended on March 11<sup>th</sup>.

#### **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.

### **Private Work:**

- Steamed storm sewer laterals at Customs lot on March 11<sup>th</sup>.

### **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.
- Cleaned up sod from sidewalk plowing

### **Sidewalks – Summer:**

### **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 dead end sanitary sewer mains

- Filled in and levelled off sidewalk at the water service repair in front of the Ministry of Natural Resources building.

**Interdepartmental:**

- Removed snow piles from Arena Parking Lot
- Removed snow piles at lane entrances
- Removed snow piles at dead ends
- Removed Zamboni snow at Arena twice
- Installed doors at flag poles in front of the Civic Centre on March 28<sup>th</sup>.
- Darrell Crowe assisted Parks with some cleanup on March 29, 30 and 31<sup>st</sup>.
- Cathy Westover provided coverage for vacation, etc. at the Airport from March 1<sup>st</sup> to March 6<sup>th</sup>, March 21<sup>st</sup> and from March 26<sup>th</sup> to March 28<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 recycling yard.

**Training:****Health & Safety:**

- A Workplace Inspection was done at the Public Works Building on March 30<sup>th</sup>.

Milt Strachan,  
Superintendent of Transportation