

**OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA**  
**OPERATIONS STATISTICS**  
**February 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	12.00
SICK DAYS	7.44	13.38
COMPASSIONATE LEAVE	0.00	10.00
FLOATERS	5.00	8.00
VACATION	17.50	16.63
BANKED TIME USED	2.38	5.63
OFF	0.00	0.00
STATUTORY HOLIDAYS	26.00	26.00
<b>TOTAL</b>	<b>58.32</b>	<b>91.64</b>

**OVERTIME HOURS**

Equivalent Straight Time Hours:

	2015	2016	2015	2016
	Feb	Feb	Year To	Year To
			Date	Date
ADMINISTRATION	5.00	0.00	5.00	0.00
CAPITAL	0.00	2.50	0.00	2.50
ENGINEERING	0.00	0.00	0.00	0.00
INTERDEPARTMENTAL	1.50	0.75	1.50	9.00
PRIVATE WORK	0.00	0.00	0.00	0.00
RECYCLE/GARBAGE	1.50	0.00	2.25	16.00
ROADS	87.75	63.00	197.50	90.00
SEWER COLLECTION	20.00	17.50	31.00	44.75
SIDEWALKS	6.00	3.00	18.75	3.00
STORES	6.00	0.00	24.00	30.00
VEHICLE & EQUIPMENT	12.00	0.00	15.00	0.00
WATER TREATMENT PLANT	84.00	82.25	118.25	122.75
WATER DISTRIBUTION	9.50	48.50	48.00	178.00
WATER TOWER	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>233.25</b>	<b>217.50</b>	<b>461.25</b>	<b>496.00</b>

# **TRANSPORTATION REPORT**

## **FEBRUARY 2016**

### **ROADS:**

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

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

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

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

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

#### **Roadside Maintenance:**

#### **Winter Control:**

- Three (3) events – February 7<sup>th</sup>, 23<sup>rd</sup> and 28<sup>th</sup>
- Plowed all roads, lanes and parking lots
- Sanded/salted roads as required
- Removed snow in the downtown area
- Removed snow piles in parking lots
- Removed snow piles from dead ends and lanes
- Removed snow from businesses and churches outside of the downtown area
- Removed snow piles from cul-de-sacs
- Pushed up snow piles at the snow dump daily.

#### **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:****Sidewalks – Winter:****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 and removed snow from the 400 block of Nelson Street at the water break.

**Interdepartmental:**

- Put up barricades for handi-cap parking stalls at Library
- Hauled Zamboni snow to snow dump three (3) times
- Jay Bruyere assisted Parks with a burial on February 1<sup>st</sup>.
- Removed snow piles from Memorial Sports Centre parking lots
- Cathy Westover provided coverage at the Airport for vacation, etc. from February 1<sup>st</sup> to February 29<sup>th</sup>.
- Dale Gill provided coverage at the Airport for vacation February 12<sup>th</sup>, 13<sup>th</sup> and 14<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 at recycling bins and around building.

**Training:**

- Training for all staff on the new Trackless sidewalk plow on February 12<sup>th</sup>.
- Jay Bruyere and Lori Pattison attended a First Aid Certification Course on February 18<sup>th</sup> and 26<sup>th</sup>.

**Health & Safety:**

- A Workplace Inspection was done at the Public Works Building on February 24<sup>th</sup>.
- A Joint Health and Safety Committee Meeting was held on February 5<sup>th</sup>.

Milt Strachan,  
Superintendent of Transportation