

**OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA**  
**OPERATIONS STATISTICS**  
**August 2014**

**STAFFING**

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

	2013	2014
WSIB	0.00	0.00
WI/LTD	0.00	21.00
SICK DAYS	14.63	9.44
COMPASSIONATE LEAVE	5.00	0.00
FLOATERS	4.00	0.00
VACATION	81.44	83.75
BANKED TIME USED	14.41	9.75
OFF	4.66	2.00
STATUTORY HOLIDAYS	24.00	26.00
<b>TOTAL</b>	<b>148.14</b>	<b>151.94</b>

**OVERTIME HOURS**

Equivalent Straight Time Hours:

	2013	2014	2013	2014
	August	August	Year To	Year To
			Date	Date
ADMINISTRATION	0.00	0.00	0.00	0.00
CAPITAL <i>Flooding</i> <i>DR</i>	0.00	0.00	0.00	1162.25
ENGINEERING	0.00	0.00	0.00	5.25
INTERDEPARTMENTAL	3.75	1.50	39.50	15.00
PRIVATE WORK	0.00	0.00	40.50	23.50
RECYCLE/GARBAGE	0.00	1.50	0.75	7.50
ROADS	13.50	7.00	653.00	615.50
SEWER COLLECTION	254.50	15.00	563.25	627.38
SIDEWALKS	0.00	0.00	49.50	48.75
STORES	0.00	0.00	9.00	39.00
VEHICLE & EQUIPMENT	0.00	6.00	180.75	85.00
WATER TREATMENT PLANT	37.50	16.25	131.75	236.13
WATER DISTRIBUTION	28.75	3.00	282.50	2695.25
WATER TOWER	8.00	0.00	8.00	0.75
<b>TOTAL</b>	<b>842.00</b>	<b>50.25</b>	<b>1958.50</b>	<b>5561.25</b>

## **TRANSPORTATION REPORT**

### **AUGUST 2014**

#### **ROADS:**

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

- Flushed storm sewer laterals and cleaned all catchbasins in the new Huffman Development on August 13th

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

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

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Street sweeping daily – Downtown area and Front Street done once weekly

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

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

##### **Roadside Maintenance:**

- Removed a fallen tree at the end of the 1000 block of Crowe Avenue
- Trimmed trees along boulevards and sidewalks

##### **Winter Control:**

##### **Traffic Operations:**

- Repaired and replaced signs as required
- Cut grass at dead ends and CN Crossings
- Painted stop bars, crosswalks and no parking areas
- Replaced several signs that did not pass 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
- Cut grass at Public Works building and yards

**Private Work:****Sidewalks – Winter:****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:**

- Delivered barricades, 2 loads of sand and the Bobcat to Seven Oaks on August 8<sup>th</sup> for Fireworks and picked them up and cleaned up area on August 11<sup>th</sup>.

**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.
- Replaced uni-stone driveway at 813 Kaitlyn Drive – repairs from water dig

- Flushed deadend sanitary sewer mains
- Removed clarifier lids at the Sewage Treatment Plant on August 26<sup>th</sup>

#### **Interdepartmental:**

- Vacuum excavated for 3 utility pole installations on August 11<sup>th</sup> (FFPC)
- Vacuum excavated for a utility pole installation on August 12<sup>th</sup> (FFPC)
- Moved furniture out of Clerk's office for painting and moved it back in when painting of office was complete
- Painted no parking areas and light pole bases in the Library parking lot
- Vacuum excavated for some utility pole installations on August 27<sup>th</sup> (FFPC)
- Dale Gill provided coverage for vacation at the Airport from August 1 to 3 again on August 7 and from August 25 to 31.

#### **Recycling:**

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded recycling trailer three times (3)
- Emptied bins from "drop off" centre as required
- Loaded tires from Landfill on to a truck for Trillium on August 12<sup>th</sup>
- Cleaned up debris from recycling yard

#### **Training:**

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

- A workplace inspection was completed at the Public Works building on August 20<sup>th</sup>

#### **Capital Work:**

- Added granular A material to Oakwood Road to bring up to grade for surface treatment
- Removed one meter of surface treatment on the south side of Fifth Street from Portage Avenue to Wright Avenue and added granular A to bring up to grade for new surface treatment
- Prepared area on Eighth Street between York Avenue and Cornwall Avenue for surface treatment
- Covered and sealed all manholes and valves in areas to be surface treated and uncovered them when surface treatment was complete
- Used sidewalk sweeper to remove excess granular material from Fifth Street after surface treatment

## Emergency Disaster: (Flooding)

- Removed barrier blocking Calder Drive on August 8<sup>th</sup> to open road for Fireworks
- Filled in low spots along sidewalk on Calder Drive to remove trip hazards before opening road to public
- Picked up pallets of used sandbags along Idylwild Drive and disposed of them at the Landfill Site.



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Superintendent of Transportation