

OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA
OPERATIONS STATISTICS
November 2019

STAFFING

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

	2018	2019
WSIB	0.00	0.00
WI/LTD	21.00	0.00
SICK DAYS	14.00	13.50
COMPASSIONATE LEAVE	0.00	5.00
FLOATERS	0.00	6.29
VACATION	32.00	49.00
BANKED TIME USED	9.88	11.50
OFF	4.63	4.00
STATUTORY HOLIDAYS	29.00	28.00
TOTAL	110.51	117.29

OVERTIME HOURS

Equivalent Straight Time Hours:

	2018	2019	2018	2019
	Nov	Nov	Year To	Year To
			Date	Date
ADMINISTRATION	0.00	0.00	0.00	0.00
TRAVEL	0.00	2.50	48.00	30.00
ENGINEERING	1.50	0.00	7.50	0.00
INTERDEPARTMENTAL	3.00	6.75	47.25	91.75
PRIVATE WORK	0.00	0.00	3.75	31.00
RECYCLE/GARBAGE	0.00	0.00	41.50	35.50
ROADS	136.00	135.75	425.00	872.00
SEWER COLLECTION	20.75	5.50	290.88	218.88
SIDEWALKS	0.00	0.00	18.00	144.00
STORES	0.00	0.00	6.00	5.50
VEHICLE & EQUIPMENT	4.00	16.00	28.00	54.00
WATER TREATMENT PLANT	20.00	28.00	242.50	269.00
WATER DISTRIBUTION	20.00	1.50	524.50	434.50
WATER TOWER	0.00	0.00	0.00	0.00
TOTAL	205.25	196.00	1682.88	2186.13

TRANSPORTATION REPORT

November 2019

ROADS:

Storm Water Management – Urban:

- Flushed storm sewer laterals and cleaned catch basin sumps.

Storm Water Management - Rural:

- Cleaned up debris along ditches North of CN Tracks.
- Extended a culvert from the corner of Sixth Street and Cornwall Avenue to catch water from the ditch on the west side of Cornwall.

Hard Top Maintenance:

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

Loose Top Maintenance:

Roadside Maintenance:

- Trimmed trees along sidewalks, boulevards and lanes that were a hazard for our equipment.
- Cleaned up some piles of branches and debris from the lane on the 300 block of Fourth Street West.
- Moved pile of organic material from North Yard to the black dirt pile on McIrvine Road.

Winter Control:

- Two (2) events November 21st and 25th.
- Plowed all roadways and lanes as required.
- Sanded/salted roads as required.
- Plowed all downtown parking lots and Civic Centre parking lot.
- Plowed OPP parking lot.

Traffic Operations:

- Repaired and replaced signs as required
- Continued replacing signs that failed reflectivity testing

Traffic Operations (cont'd)

- Painted 20 new barricades
- Had Busch's make legs for 20 new barricades
- Moved digital speed sign from Colonization Road West to Kings Highway on November 27th.

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:

- Installed an extension to a culvert at 262 Fifth Street East for a private crossing.

Sidewalks – Winter:

- Cleaned snow and ice from Civic Centre sidewalks and applied ice melt as required.
- Cleaned snow from underpass sidewalk and downtown corners and applied ice melt or sand/salt as required.
- Plowed all sidewalks as required.

Sidewalks – Summer:

Vehicles and Equipment:

- Preventative Maintenance – pre-trip inspections 5:30 – 7:30 am Monday to Friday
- Regular scheduled maintenance of all vehicles and equipment
- Maintenance and repairs, Fire Department, Water Treatment Plant, Memorial Sports Centre, Day Care, Handi-Van, Airport and Civic Centre Vehicles as required
- Converted equipment from summer mode to be ready for Winter Control.

Public Relations:

- Delivered barricades for the annual OPP Trunk or Treat at the Library on October 31st.
- Put out cords for Christmas lights at the Civic Centre on November 29th.
- Put out barricades to block off the 400 block of Portage Avenue to light the Christmas Tree November 29th.

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.

Interdepartmental:

- Completed installation of concrete pad for Emergency Generator at the High School on November 1st.
- Moved boxes at the Civic Centre for shredding and then at Public Works building on November 6th.
- Hauled cover material to Landfill Site from Shevlin Yard and Yard behind Scott Street.
- Moved cover material at Landfill Site.
- Winterized Sorting Gap Marina on November 14th.
- Cleaned drain at the Fire Hall on November 18th.
- Hauled Zamboni snow from the Memorial Sports Centre to the snow dump twice.
- Moved cabinets from JW Walker Day Care to Civic Centre on November 26th.
- Jeff Bragg provided coverage for vacation at the Airport for November 8th, 9th, and 10th.

Recycling:

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded Commercial Recycling Bin as required
- Cleaned up recycling yard

Training:

- Walter Slusarchuk received training on Tandem Dump Trucks, Sand Truck, Plow Truck and sidewalk plow.

Health & Safety:

A handwritten signature in blue ink, appearing to read 'Milt Strachan'. The signature is fluid and cursive, with the first name 'Milt' and last name 'Strachan' clearly distinguishable.

**Milt Strachan,
Superintendent of Transportation**