

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

January 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	0.00
SICK DAYS	19.81	13.56
COMPASSIONATE LEAVE	0.00	0.00
FLOATERS	17.00	7.00
VACATION	10.50	21.50
BANKED TIME USED	3.25	4.38
OFF	1.00	0.00
STATUTORY HOLIDAYS	26.00	26.00
TOTAL	77.56	72.44

OVERTIME HOURS

Equivalent Straight Time Hours:

	2015 Current Month	2016 Current Month	2015 Year To Date	2016 Year To Date
ADMINISTRATION	0.00	0.00	0.00	0.00
CAPITAL	0.00	0.00	0.00	0.00
ENGINEERING	0.00	0.00	0.00	0.00
INTERDEPARTMENTAL	0.00	8.25	0.00	8.25
PRIVATE WORK	0.00	0.00	0.00	0.00
RECYCLE/GARBAGE	0.75	16.00	0.75	16.00
ROADS	109.75	27.00	109.75	27.00
SEWER COLLECTION	11.00	27.25	11.00	27.25
SIDEWALKS	12.75	0.00	12.75	0.00
STORES	18.00	30.00	18.00	30.00
VEHICLE & EQUIPMENT	3.00	0.00	3.00	0.00
WATER TREATMENT PLANT	34.25	40.50	34.25	40.50
WATER DISTRIBUTION	38.50	129.50	38.50	129.50
WATER TOWER	0.00	0.00	0.00	0.00
TOTAL	228.00	278.50	228.00	278.50

TRANSPORTATION REPORT

JANUARY 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:

- Two (2) events – January 7th and 28th.
- Plowed all roads, lanes and parking lots
- Sanded/salted roads as required
- Removed snow piles in cul-de-sacs
- Cleaned snow from businesses and churches outside of the downtown area
- Removed snow from the downtown area once
- Removed snow piles from parking lots.

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.
- Stockpiled Granular “A” material January 19th and 20th.

Private Work:**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.

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.
- Sandblasted and painted bottom tray on thawing machine.

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.
- Flushed sanitary sewer mains.

Interdepartmental:

- Cut down ice at SportsCentre parking lots
- Hauled Zamboni snow to snow dump three (3) times
- Repaired fence at Animal Shelter
- Moved copier paper into storage area of Civic Centre on January 28th.
- Lorne Halvorsen provided coverage for a short term disability at Parks from January 1st to 22nd.

- Cathy Westover trained at the Airport for the month of January

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 around recycling bins and building.

Training:**Health & Safety:**

- A Workplace Inspection was done at the Public Works Building on January 20th.
- A Tailgate Meeting was held on January 28th.

Milt Strachan,
Superintendent of Transportation