

DEPARTMENTAL REPORT

Department: Public Works

Month: March 2024

TRANSPORTATION:

- Continued with regular maintenance of roads, sidewalks and laneways including winter maintenance, patching, sign repairs, brushing & tree cutting as well as debris/litter pick-up.
- ½ Loading commenced on March 1, when signs were installed on all affected roads.
- Senior snow removal took place once during the month of March.
- Zero loads of snow were removed during the month of March with a cumulative total of 1248 for the 23/24 winter season. (Comparison to 1883 loads for the 2022/2023 winter season)

AODA RENOVATIONS:

- Prepared for the arrival of the temporary site office trailer and 2 portable washroom trailers on March 21st.
- Packed up and moved offices and archives the week of March 25th.
- Moved lockers and lunchroom tables and chairs to the Recycle Garage area, which has been cleaned and prepared as temporary facilities throughout construction.
- Met with the janitorial contractor to discuss changes in cleaning services during renovations.
- Internet and phone services were extended to the site office trailer by Eastlink and Encompass IT.
- Ready for Quantum Builders to mobilize to site and commence construction on April 1!

EQUIPMENT:

- RFQ for #15 Pick-up truck replacement was sent out to all 3 local vehicle dealers, with McQuarrie Motors winning the purchase. They have a suitable truck in stock, so we are just waiting on the installation of several accessories prior to picking it up in April.
- The #2 Trackless breakdown from late February was repaired by end of day on March 1st.

BEAUTIFICATION:

- The Espanola Horticultural Society has advised that they will no longer be planting and maintaining the flower bed in the traffic island at the intersection of Spanish River Dr. and Sheppard St.

CEMETERY:

- Continued working on GIS mapping data input.

	March	YTD
Full burials	0	1
Cremation burials	0	0
Monument Installations	0	0
Plot purchases/transfers	2	4

BALL FIELDS/PARKS/CLEAR LAKE BEACH:

- Nothing to report for March.

WATER & SEWER:

- Processed 31 utility locate requests for excavators throughout the month.
- To date there have been zero frozen water services.
- There was one sewage smell complaint. The complainant was advised to contact Domtar as the smell was not coming from the sewer, but likely the lagoons (East wind).
- There were 3 sewer camera inspections performed. 1 exposed a problem on the Municipal side that will be repaired by PW in the coming months. The other 2 did not expose issues on the Municipal side, therefore invoices were sent for the camera inspection service.
- There were 3 sewer back-up complaints. 1 was caused by "blowback" during sanitary sewer flushing by PW. The other 2 were investigated and our main was found to be running clearly. The residents were advised to contact a plumber to clear the blockage in their services.
- Opened frozen culverts and catch basins associated with spring thaw.
- Flushed sanitary sewers.
- Geotube content removal at Sewage Treatment Plant (biosolids) in cooperation with OCWA.

INTER DEPARTMENTAL:

- Maintained vehicles and equipment for other departments.
- Assisted moving an animal with the By-law Officer.
- Attempted to locate property bar for Administration.

COMPLAINTS/COMPLIMENTS:

- There was one compliment for assisting the By-law Officer.

EMPLOYEE STATUS:

- One employee continues their long-term medical leave.
- One employee began a short-term medical leave on March 11th. The employee is expected to return to duty in April.
- The winter maintenance shift program ended on March 22nd.
- Summer student applications closed March 15th. Zoom interviews scheduled for April 4th.
- PWD Safety and Labour/Management meetings held on March 25th.
- One employee completed their Playground Inspection Renewal Exam on March 25, 2024.

Department Manager: Dave Parker
Submitted on: April 5, 2024