

# DEPARTMENTAL REPORT

**Department: Environmental Services and Special Projects**

**Month: April 2024**

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## **Project Status:**

- **Trunk Watermain Part 2:** Approved installation of the temporary bib system was installed and commissioned. Staff assisted with troubleshooting water services. Asphalt removal commenced on the last week of the month.
- **Trunk watermain Part 1:** There are still a few outstanding deficiencies to be addressed.
- **Connecting link Phase 3:** Restoration remains outstanding. Contractor has confirmed work will commence after the long weekend in May.
- **Connecting Link Phase 4:** Approval of application Pending
- **Connecting Link Phase 5:** Staff review of design is still outstanding
- **Pathway to Net Zero:** Staff have been interacting with the project teams. A workshop 1 is tentatively slated for early to mid-June, workshop 2 will be early July with the final report late July.
- **FoodCycle:** Units arrived early April, prepaid residents were notified for pickup at the Firehall.
- **Conservation Demand Management Plans:** Staff has reviewed the draft and provided comments back to OCWA for revisions. Staff report is expected to be presented to Council in June.

## **Environmental:**

- 28 bag tags were purchased by residents for the month of April.
- Received delivery of Foodcycle Units in early May, residents were notified that they could pick up their units at the Firehall.
- Landfill was having issues with raw sewage from the Sewage treatment plant bar screens being mixed in with garbage for business pick up.

- Resident suggesting that they should have 4 garbage bag pickup because of accessory apartments. It was confirmed through admin that the residence was indeed classified as multi-residential.
- Completed Staff report to Council recommending the lighting agreement with RPRA for the collection of hazardous lights on House Hazardous Waste Day.
- MNP Capital Markets met with Staff to suggest that the Municipality leave our current Energy distributor and purchase energy on the open market. MNP Capital Markets are boasting energy savings of 20%.
- Authored the monthly departmental report.
- Completed the application form for water license renewal.
- Coordinate with local contractor for the collection of propane tanks, car batteries and cardboard for HHWD.
- Register HHWD Event with AMS for the collection of used oil filters, containers and antifreeze.
- Staff met with PWD to review HHWD day staffing and set up for the event.
- Request for feedback from the Clerk's office on interviews of potential candidates for the position of Climate Action Specialist.
- Review of Bio-solids slump requirements in the regulation to streamline process for the delivery of bio-solids to landfill.
- Completed the blue box reporting requirements,
- Update project tracker for the CAO/Clerk.
- Request for additional information from the MSDSB project request to tie into our storm water sewer system.
- Review and approve RVA's bio-solids presentation at the Ontario Water Works Association.
- Review and approve change order #7-11.
- Staff worked with Canada for the relocation of mailboxes in contraction zones.

### **Asset Management:**

- The Asset management team began working with the new treasurer. The Treasurer will ensure the Asset Management plan will be compliant with the regulation for the July 1<sup>st</sup> deadline.

### **Planning:**

- Verification of laneway size for the Planning Department.
- Building Services requested a review of services for proposal multi-residential unit on Barber Street.

### **Webinars and Training:**

- Completed the mental health pre-course prior to attending the mental health First Aid Course.
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### **Misc.**

- Request from Administration regarding approved memorial benches and where to purchase.

- Tender quantity sheets were distributed the members of Manitoulin & North Shore Supervisors Association for surface treatment and calcium tenders. Staff assisted with member municipality with determining quantities for surface treatment. Surface Treatment tender documents released to contractors.
- Great Water Front Adventures had reached out regarding the cycling tour through Espanola.
- Staff attended the Emergency Management meeting.
- Attended a Domtar Task Team meeting. This is an internal staff group brought together by the CAO/Clerk on a regular basis to discuss matters pertaining to the Domtar Mill idle.

### **Complaints/Compliments:**

- A prepaid resident for the Foodcycle was upset that the shipment had not arrived yet.
- Received a Complaint from a resident on Wood Street. The resident stated that no notice was given with regard to the temporary bib system passing through his yard and that the contractor had left the gate open to the back yard.
- CAO/Clerk advised that the zoning designation of a piece of property along Queensway had changed and that the storage of aggregates was prohibited. Staff provided notice to contactor and recommended an alternative laydown area.
- Complaint about contractor speeding on Wood Street.
- Complaint regarding blue box contractor dumping garbage from blue box onto road.
- Received a complaint regarding fluoride in the drinking water.

### **Employee Status:**

### **Visitors:**

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**Department Manager: Joel Yusko**

**Submitted on: May 14<sup>th</sup>, 2024**