

# DEPARTMENTAL REPORT

**Department: Public Works**

**Month: April 2024**

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## **TRANSPORTATION:**

- Continued with regular maintenance of roads, sidewalks and laneways including winter maintenance, shouldering, patching, sign repairs, brushing & tree cutting as well as debris/litter pick-up.
- Half loading signs for Lee Valley Rd., Barber St. and Queensway removed on April 29<sup>th</sup>. Other affected roads to be reviewed later.
- Yard waste depot opened April 5<sup>th</sup>.
- Began the street sweeping program.
- Began spring gravel road grading. This task will continue up until calcium dust suppression is applied.

## **AODA RENOVATIONS:**

- Quantum Builders Inc. mobilized to site on April 1<sup>st</sup> to commence construction.
- This month's tasks included:
  - Interior and exterior demolition
  - Plumbing rough-in
  - Interior wall framing
  - New office building slab installation
  - Ordering of specialty items to ensure no supply chain issues

## **EQUIPMENT:**

- #9 Pick-up truck (new Maintenance Leader's truck) was delivered April 12<sup>th</sup>. It is in-service.
- #46 Triaxle dump truck went to the dealer in Mattawa for lift axle repairs on April 9<sup>th</sup>.
- #2 Trackless began intermittent stalling on April 19<sup>th</sup> due to fuel system failures. Although thorough troubleshooting has taken place including a trip to the dealer for engine diagnostics, the problem has not yet been pinpointed and repaired. It is still operable and troubleshooting continues. This has impacted the street sweeping schedule.
- PW has committed to purchase a used grader from Toromont in Sudbury. It is the same make, model and year as the used grader purchased in 2021.

It is currently located in Winnipeg and must be floated here. Delivery is expected in 4-6 weeks. The purchase is within the budget.

**BEAUTIFICATION:**

- Repaired stairway at North entrance Heritage Park.
- Repaired damaged/disconnected winter banners on Highway 6 from windstorm.
- Summer garbage cans were placed in their locations.

**CEMETERY:**

- Continued working on GIS mapping data input.
- Trimmed hedges, picked up pine needles and leaves as well as general clean-up associated with seasonal opening.
- Started spring burials.

	April	YTD
Full burials	0	1
Cremation burials	2	2
Monument Installations	0	0
Plot purchases/transfers	10	14

**BALL FIELDS/PARKS/CLEAR LAKE BEACH:**

- Prepared outdoor playing fields for the up-coming seasons.
- Inspected playgrounds.

**WATER & SEWER:**

- Processed 37 utility locate requests for excavators throughout the month.
- Spring watermain flushing took place April 15<sup>th</sup>-23<sup>rd</sup> on afternoon shift.
- Flushing of sanitary and storm sewers when time permits.
- Repaired hydrants, catch basins and manholes as required.
- Assisted Garson Pipe with watermain shut down in association with the Trunk Main Part 2 Project.
- There was one residential complaint of water noise. The service was leaking on resident's side.
- There were two complaints of sewer back-ups. They were investigated and the mains were found to be running clearly. The residents were advised to contact a plumber to clear the blockage in their services.

**INTER DEPARTMENTAL:**

- Maintained vehicles and equipment for other departments.
- Supplied labour for Household Hazardous Waste Day held on April 27<sup>th</sup>.
- Repaired flagpole for Administration.
- Installed blue and green lights shining on the Municipal Office in recognition of Community Living Month.
- Unloaded and distributed food cyclers for Environmental Services.

**COMPLAINTS/COMPLIMENTS:**

- Only water and sewer complaints for the month of April.

**EMPLOYEE STATUS:**

- One employee continues their long-term medical leave.
- One employee that was on short-term medical since March 11<sup>th</sup> returned to work on April 10<sup>th</sup>.
- Water operator meeting held on April 10<sup>th</sup>.
- Interviewed summer student candidates on April 4<sup>th</sup> virtually.
- A seasonal employee was terminated on April 12<sup>th</sup> as the term of employment was completed (winter assistance).
- Three employees attended propane safety training in Massey on April 16<sup>th</sup>.
- Three employees and the Superintendent attended Guelph Road School through Ontario Good Roads from April 29<sup>th</sup> - May 1<sup>st</sup>.

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**Department Manager: Dave Parker**

**Submitted on: May 8, 2024**