



# DEPARTMENTAL REPORT

**Department: Public Works**

**Month: May 2024**

---

## **TRANSPORTATION:**

- Continued with regular maintenance of roads, sidewalks and laneways including shouldering, patching, sign repairs, spring lawn repairs related to plow damage, grass cutting, brushing & tree cutting as well as roadside debris/litter pick-up.
- All half loading signs were removed on May 21.
- Street sweeping program completed.
- Graded gravel roads in preparation for calcium dust suppression. Calcium was applied to Bass Lake Rd., Pleasant Valley Rd., and Panache Lake Rd. on May 27 & 30. Remaining roads and laneways to be completed in June.

## **AODA RENOVATIONS:**

- Project remains on schedule for September occupation.
- This month's tasks included:
  - Front office framing and installation of roof shingles.
  - Interior wall framing and structural beam installation.
  - Plumbing, electrical & HVAC rough-ins commenced.
  - Ordered/selected millwork (cupboards), brick, siding, flooring and wall colours.

## **EQUIPMENT:**

- The trackless machine intermittent stalling issue has persisted since April 19. We will continue to operate until the problem becomes more frequent.
- The new (used) grader arrived May 16. It has been out grading and we are happy with it so far.
- #1 Loader was taken out of service on May 8 due to a safety hazard related to the front bucket over pivoting. PW replaced several pins & bushings plus had components machined that contribute to the proper front geometry, however the problem persisted. We have ordered a replacement main hydraulic cylinder as the next likely cause. This is an unbudgeted repair that sits at approximately \$18,500 excluding HST and PW mechanic labour.

- Began registration process and purchased tools & equipment for the DriveON Program. This is a Provincial online commercial equipment licensing system that also combines emission testing.

**BEAUTIFICATION:**

- Prepped flowerbeds and planter boxes for flower order expected to arrive June 3.
- Changed Centre St. banners to summer version.

**CEMETERY:**

- Completed GIS mapping data input. Working with the GIS system provider on next steps.

	May	YTD
Full burials	1	2
Cremation burials	6	8
Monument Installations	7	7
Plot purchases/transfers	7	21

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

- Ball leagues started the week of May 6. This is 1 week earlier than normal.
- Soccer started the week of May 27.
- Many track meets were held by local schools.
- Prepped track for Knight Cruiser’s Car Show on May 25.
- Inspected playgrounds.
- Installed sunshades at W.H. Foster Park Playground and Splashpad. Reinstalled the water meters and turned the water on as well.
- Installed volleyball nets and accessible beach matting at Clear Lake Beach.
- Installed volleyball net at the ballfield court.
- Cleaned ODR playing surface and installed basketball nets.

**WATER & SEWER:**

- Processed 34 utility locate requests for excavators throughout the month.
- Repaired catch basins and manholes. Some on an urgent basis.
- Performed shutdown of the trunk watermain for Garson Pipe.
- Assisted OWCA with removal of biosolids May 13-15.
- Repaired a leaking water service.
- Performed a sanitary sewer service excavation and repair.
- Performed a vacuum excavation and repair of a water shut-off valve.
- There was one high water pressure complaint. It was investigated and the water pressure from an outside tap as well as nearby hydrant were normal.

- There was one complaint of sewer back-up. It was investigated and the main was flushed, however the blockage was in the service. The resident was advised to contact a plumber to clear.

**INTER DEPARTMENTAL:**

- Maintained vehicles and equipment for other departments.

**COMPLAINTS/COMPLIMENTS:**

- Only water/sewer complaints this month.

**EMPLOYEE STATUS:**

- One employee continues their long-term medical leave.
- One employee commenced a 4-week parental leave on May 20.
- A temporary employee started on May 22 to cover the 4-week parental leave absence.
- Nine students began summer employment on May 6. Safe needle handling training was provided to them all by Public Health, Sudbury & Districts.
- One employee attended virtual Privacy & Information training on May 14.
- One employee attended Working from Heights training in Sudbury on May 28.
- Four employees attended the 2024 Northeastern Ontario Water Works Conference and Training in Sault Ste Marie on May 29 & 30.

---

**Department Manager: Dave Parker**  
**Submitted on: June 6, 2024**