



DEPARTMENTAL REPORT

Department: Public Works

Month: August 2024

TRANSPORTATION:

- Continued with regular maintenance of roads, sidewalks and laneways including shouldering, grading, patching, sign repairs, line painting, roadside mowing, brushing & tree cutting, street sweeping and debris/litter pick-up.
- Repaired brick retaining wall at the Traffic Circle.

AODA RENOVATIONS:

- This month's tasks:
 - Epoxy and vinyl flooring
 - Exterior steel siding of the front of the garage
 - Interior painting
 - Ductwork wall penetrations
 - Drop ceiling
 - HVAC & Air conditioning compressor
 - Millwork (counters & cupboards)
 - Prepared for asphalt paving
 - Electrical lights and switches
 - Ordered office furniture & Appliances

EQUIPMENT:

- An engine manufacturer's technician attended and troubleshot the intermittent stalling issue for 1 of the trackless machines. It been repaired and seems to be running smoothly.

BEAUTIFICATION:

- Watered & weeded flowerbeds and planters.

CEMETERY:

	August	YTD
Full burials	0	3
Cremation burials	12	42

Dis-Interment	0	1
Monument Installations	6	21
Plot purchases/transfers	7	34

BALL FIELDS/PARKS/CLEAR LAKE BEACH:

- Maintained all outdoor sport fields for seasonal users.
- Mixed softball tournament was held on August 9-11th. Weekend day and afternoon shifts were scheduled to provide maintenance services.
- Ladies and Men's softball season wind-up was held on August 16 & 17th.
- Levelled ballfields with infield mix and improved grading. Built new drag to assist with this process.
- Changed boards and painted benches & bleachers at various parks and playing fields.
- Completed swing set border and sand replacement at Clear Lake Beach.

WATER & SEWER:

- Processed 32 utility locate requests for excavators throughout the month.
- Repaired water shut off stem at Espanola Mall.
- Prepared a driveway for paving. This is part of the restoration of a sanitary sewer service excavation site.
- Performed an emergency repair of a sewer service that was struck by a contractor that was excavating to connect a new apartment build. This at full cost recovery.
- Performed a sewer service camera inspection at full cost recovery as no deficiencies were identified with the service on the town side of the lot line.
- Repaired a leaking water service which was struck by a contractor performing a service installation to a new build at full cost recovery.
- Repaired a storm drain/weeping system.
- Began preparations for upcoming swabbing in September.
- Exercised mainline water valves that were not seating. Achieved 100% isolation as a result.
- There were two sewer back-up complaints. They were investigated and the mains were flushed, however the blockages were in the services. The residents were advised to contact a plumber to clear.

INTER DEPARTMENTAL:

- Maintained vehicles and equipment for other departments.
- Located property bars as requested by the Building Dept.
- Assisted Administration with spotlights shining on the Municipal Office in support of various causes.

COMPLAINTS/COMPLIMENTS:

- There was one compliment relating to our cemetery operations and professionalism from a monument dealer.

EMPLOYEE STATUS:

- One employee continues their long-term medical leave since August of 2023.
- The employee that had a lost-time injury in July returned to work August 6 (2 weeks of lost time).
- 9 summer students completed their terms of employment between August 23-30th (various termination dates).

Department Manager: Dave Parker

Submitted on: September 6, 2024