



DEPARTMENTAL REPORT

Department: Public Works

Month: December 2023

TRANSPORTATION:

- Continued with regular maintenance of roads, sidewalks and laneways including winter maintenance, sweeping, grading, patching, sign repairs, brushing, tree cutting, and debris/litter pick-up.
- Senior snow removal took place 4 times during the month of December.
- Filled sand boxes on back roads.

EQUIPMENT:

- #6 grader was down for a broken mouldboard from December 6-13.
- #11 Plow Truck required a new hydraulic pump due to low operating pressure, but the truck was not taken out of service for more than 1 day as it was still functional.
- #12 Trackless went down for 5 working days due to the sander switch failing. Unfortunately the switch can only be supplied by the manufacturer.

BEAUTIFICATION:

- Installed winter banners.
- Maintained Christmas Lights.

CEMETERY:

- Vandalism at the cemetery garage reported and investigated by OPP.

	Dec.	YTD
Full burials	0	3
Cremation burials	0	52
Monument Installations	0	31
Plot purchases/transfers	1	69

BALL FIELDS/PARKS/CLEAR LAKE BEACH:

- Assisted the Lion's Club with solar light installations at the skating oval.

WATER & SEWER:

- Processed 5 utility locate requests for excavators throughout the month.
- Performed final 2023 water main connection with Garson Pipe in relation to the Trunkmain Part 2 Project.
- Performed some sanitary and storm sewer flushing in problem areas prior to freezing temperatures in preparation for the spring thaw.
- Repaired water main break on Talbot St. at the intersection with Barber St.
- There was one low water pressure complaint. It was determined to be an in-house filter problem.
- There was one sanitary sewer back reported. Due to the building plumbing configuration, a camera inspection was unsuccessful at determining the cause and location of the back-up.

INTER DEPARTMENTAL:

- Maintained vehicles and equipment for other departments.
- Helped Administration with office clean up.

COMPLAINTS/COMPLIMENTS:

- There was one complaint of too much sand application for stops signs which resulted in the resident having to clean up sand off their lawn.

EMPLOYEE STATUS:

- 1 employee continues to be on medical leave.
- 1 employee continues their parental leave that commenced on October 16th.
- Employee #621 was promoted from Seasonal to Permanent status on December 1. This was the replacement of employee #660 who retired on November 30.
- 2 temporary labourers started on December 4th.
- A 1-day session of contract negotiations for Local 534 was held on December 6th when a tentative agreement was struck.
- 2 water distribution OIT's wrote their Class 1 exam on December 13th and were both successful.
- Mechanics, Superintendent and Admin. Assistant participated in online information sessions regarding upcoming changes to the Motor Vehicle Inspection Station licencing renewals.
- Continued with in-house winter equipment and route training for all employees.
- Office was closed December 22, 2023 and reopening January 2nd, 2024 for the holidays. Hourly crew worked on regular working days minus the statutory holidays.

Department Manager: Dave Parker

Submitted on: January 16, 2024