



DEPARTMENTAL REPORT

Department: Public Works

Month: January 2024

TRANSPORTATION:

- Continued with regular maintenance of roads, sidewalks and laneways including winter maintenance, patching, street sign inspections & repairs, brushing & tree cutting as well as debris/litter pick-up.
- Senior snow removal took place 5 times during the month of January.
- 1008 loads of snow were removed during the month of January with a cumulative total of 1008 for the 23/24 winter season.
- Picked up Christmas trees and disposed of them in the brush pile at the YWD.
- Burned most of the brush pile at the YWD.

EQUIPMENT:

- #12 Trackless down January 16th & 17th due to broken exhaust components.

BEAUTIFICATION:

- Prepared and submitted 2024 Flower Order to John's Greenhouses.
- Removed Christmas lights.

CEMETERY:

	Jan.	YTD
Full burials	1	1
Cremation burials	0	0
Monument Installations	0	0
Plot purchases/transfers	2	2

BALL FIELDS/PARKS/CLEAR LAKE BEACH:

- Moved bleachers at the Queensway soccer field to accommodate the snowmachine trail.

WATER & SEWER:

- Processed 3 utility locate requests for excavators throughout the month.

- Frozen water letters were delivered on January 18th.
- Repaired hydrants.
- Opened catch basins in preparation for a mid-winter thaw event.
- There were two sewer complaints. The sewer mains were checked and 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.
- Move furniture for Administration.
- Assisted Administration with roof ice problem.
- Remove snow at the Recreation Complex.
- Perform additional winter maintenance for the procession route as requested by the Fire Dept. for Assistant Chief Ashton's memorial service.
- Assisted the Recreation Dept. in repairing their flagpole.

COMPLAINTS/COMPLIMENTS:

- There was one complaint regarding the relocation of a streetlight pole causing too much light on a resident's home. The streetlight was slightly tilted, so Hydro re-aligned it.
- There were two compliments regarding plowing and snow removal.
- There was one complaint regarding grader plowing too much snow from a turnaround into the resident's driveway. The grader operator revised the plowing procedure to reduce snow being unnecessarily deposited in this driveway.

EMPLOYEE STATUS:

- 1 employee continues on long-term medical leave.
- 1 employee continues on parental leave that commenced October 16th. This employee is scheduled to return on February 5.
- Continued with in-house winter equipment and route training for operators.
- Performed in-house training on frozen water service thawing procedures.
- Two employees were successful in achieving their DZ licenses.
- The winter maintenance shift program commenced on January 2nd. For the first 6 weeks there will be 2 employees on Monday – Friday afternoon shift only. The following 6 weeks will also include 1 employee on Monday – Friday nightshift.
- A high school co-op student completed his semester with PW on Jan. 24.

Department Manager: Dave Parker

Submitted on: February 2nd, 2024