



# MONTHLY REPORT

<b>To:</b>	<b>Mayor Strathdee and Members of Council</b>
<b>From:</b>	<b>Public Works</b>
<b>Date of Meeting:</b>	<b>28 March 2017</b>
<b>Subject:</b>	<b>PW 20-2017 March Monthly Report (Public Works)</b>

## RECOMMENDATION

THAT PW 20-2017 March Monthly Report (Public Works) be received as information

## DEPARTMENTAL HIGHLIGHTS

- **Water, Waste Water Storm water (Environmental Services)**
  - Leaf and Yard Waste collection contract tender closed
    - Confirming contractor requirements
    - Preliminary costing shows program could be expanded with existing budget
      - Once contract prerequisites are confirmed, pickup dates will be communicated through all available media
  - Annual Reporting Water & Wastewater
  - License and Permit negotiations with MOECC for Drinking Water System
  - Erosion and Sediment Control Workshop - UTRCA
  - Water meter maintenance
    - Reader Errors
  - Subdivision Design Review
  - Watermain final commissioning for Westover Place Subdivision
- **Solid Waste Collection, Management & Landfill**
  - No Odor or Dust complaints in February
  - Ongoing cover application as per MOECC recommendations
    - Some difficulties surrounding operation of cell with legacy compactor & lack of freeze conditions in winter season
    - Cover placement completed during break in weather
      - Outside contract dozer utilized
  - Landfill Annual Reporting completed
- **Cemetery**
  - 2 Interments in (1-cremations, 1 traditional burials)
  - 4 Interment Rights sold – (1 niche, 6-plots )
  - Ongoing digitization of burial records on keystone.
  - General Spring cleanup, topping up graves as needed
  - Snowplowing as needed
- **General Public Works Operations – Roads, Sidewalks**

- Excavation Services for OCWA
  - 1 Sanitary lateral
  - Hydro Excavation 1 Valve Box
- Winter maintenance schedule ongoing, Early patrol shifts ongoing
- Repair of Street light distribution demark at Homefield Crt
- Pothole cold patching as required – 2 rounds of town completed
- Preformed 2 test holes on Emily St. for tender process
- Installed “No Parking on Grass” signs on Southvale
- Temporary Repair to manhole structure at James S and Queen St.
- Started street sweeping due to break in weather
  - 1 complete round of town done
- Maintenance Repairs to J-90 & J-50 completed

- **Parks, Trails & Tree Management**

- Winter Snow removal as required.
- Assist Cemetery & Roads operations as required
- Trail inspections Completed
  - Perform tree trimming as required
- Quotation ongoing for Capital small tool replacements
- Spring tree planting list & location planning ongoing
- Annual flower planting program planning ongoing
- Downtown & Parks garage pickup
- Spot tree trimming around signage & sidewalks specific areas
- Ongoing hiring of summer students
- Assisted with Road Supervisor duties as required
- Avon Trail signage blaze request

- **Engineering, Asset Management & Capital Projects**

- Queen Street East Widening
  - Project complete, some boulevard restoration work still outstanding for spring.
- Ardmore/Westover St – Westover Place construction
  - Construction ongoing, progressing slowly
  - Westover St. opened and maintained by Public Works,
  - Ardmore Ave & Long St. to remain closed for winter months
    - Issues with winter maintenance in regards to safety
  - Recycled asphalt installed for road surface temporarily this winter
  - Asphalt, curb and sidewalk will be installed next spring
- Warner St & Jones St.
  - Tender awarded to Birnam Excavating
  - Contractor developing construction schedule
  - Anticipating early to mid-April construction start pending haul route availability
- Emily Street Reconstruction
  - Tender closed. Award report to March 21 Council Meeting
  - Anticipating late March/early April construction start
  - Public Open House held on Wednesday March 8, good attendance
- Wellington Street Bridge
  - Completing Final design, UTRCA approvals pending
  - Anticipating late March/early April tender release
- Pickup truck tender
  - Joint tender with Perth County released
  - Closing March 21<sup>st</sup>

- Concrete Grinding Tender
  - Contractor confirms April 1 start date
  - Material required for 2017 road reconstruction
- Tender for replacement Asphalt roller released
  - Closing pricing within budget
  - Refurbishment of existing trailer performed in house, cost savings

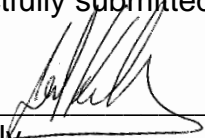
## **OUTSTANDING ISSUES AND PROJECT LIST**

- **General Public Works Operations – Roads, Sidewalks**
  - Offline GPS logging systems,
    - Research into affordable alternatives to existing paper based logging
  - T30 Replacement Truck
    - Delivery ETA April 2017
- **Parks, Trails & Tree Management**
  - Development of Sparling Bush Management Plan

## **SPENDING AND VARIANCE ANALYSIS**

- **General Public Works Operations – Roads, Sidewalks**
  - Catch basin cleaning tender closed
    - Approximately 2K above 2017 projection
    - No account variance to date
    - Other program departmental budget lines to be review closely to maintain 2017 projection

Respectfully submitted,

  
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Jed Kelly  
Director of Public Works

  
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Brent Kittmer  
CAO / Clerk