



VILLAGE OF POINT EDWARD

SUBMITTED BY: Paul Churchill, Operations Manager

Public Works Committee for the month ending December 31, 2019

RECOMMENDATION

THAT the Committee receive and file the Public Works Monthly Report.

UPDATES FROM PREVIOUS MONTH

WORK MANAGEMENT

- Full Time Equivalent staffing levels:
 - Public Works: 3

EMPLOYEE TRAINING

- We enjoyed the company of Will Sexton, a student at Northern Collegiate, for a day as part of the “Bring a kid to work” program. The guys were very helpful, showing him several tasks. He spent time at both PW and the Arena and enjoyed his day with us. This is a great program and I always enjoy the kids. He was trained in Health and Safety and was able to do some minor jobs with me.
- A new tool box talk program for the PW department will begin in 2020.
- The Hoisting and Rigging training was completed during two days in December as part of the Health and Safety matrix.

OPERATIONS BUILDING

Interior

- Brand new CO and NO sensors were calibrated and installed.
- We worked on cleaning and organization, completing a major purge. We were able to donate unused Christmas decorations to the Celebration of Lights Committee for use in the future— look for these to be placed in the Centennial Park parking lot along Front St. seasonally.

Exterior

- New LED lights were installed on the back shed.

Inspections

- Calibration of the new sensors was completed, and they are now functional.

ROADS, SIDEWALKS, PARKING LOTS, ETC.

- Monthly road reports were completed, and all walkways and sidewalks are in good repair.

PARKS & PUBLIC SPACES

- Temporary LED lights were placed in Monk St. Park. They have been adjusted several times and are now functioning as intended. A detailed search for new lighting options has begun. I am working with several sources to come up with a new lighting plan.



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- Christmas lights and new banners were installed for the festive season. Research is being done on new light displays for 2020.
- Leaf clean up was lengthy and delayed this year, but all areas were completed and cleaned up well.

INSPECTIONS, AUDITS & REPORTS

- The winter maintenance plan review was completed.

VEHICLES

- All vehicles have 2020 stickers and updated insurance. The new trailer also has a new plate.

OTHER MOTORIZED EQUIPMENT & TOOLS

HEALTH & SAFETY

- No issues to report; training continues based on the Village Health & Safety Training Matrix.

SECURITY

- Nothing to report.

CAPITAL BUDGET

- There are several small carry-over items, but most items were within budget. New signs are now in the shop and will be installed when weather permits.

COMMUNITY FEEDBACK

- We really had a tough couple of months with issues and complaints. Several weather-related factors influenced these, and I will stand by all my guys and myself by saying what a great job was done in several events. From a 25-year record storm that happened in mid-November, to several new compost scenarios, PW staff did a great job responding to challenges. Negative comments and social media make our jobs difficult and can be tough to handle at times, but I guess that's the new reality and something we need to adapt to.

LOOKING AHEAD

- Inconsistent weather has been a challenge to keep up with so far this season. Most of the work going forward will depend heavily on Mother Nature. We have small projects like barricade construction, signs, tree trimming, and road reports that will continue.
- All vehicles are serviced and in good shape, and weekly maintenance is being done on the others.
- As of January 10, we have approximately 5 loads of salt in the storage shed.



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CLOSING COMMENTS

We will push on and keep busy doing small jobs and checks around the Village. If you notice any issues, please contact me directly and we will deal with it right away.

PC