



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Jeff Molenhuis
DATE: 01/05/2017
SUBJECT: Public Works Activity Report – April 2017
ATTACHMENTS: NONE

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the Public Works Activity Report for April 2017 for information purposes.

EXECUTIVE SUMMARY

The Public Works department provides updates to Council on activities within the department.

DISCUSSION

Administration

Summer Students

Seasonal student hires are complete for grass cutting and general maintenance throughout May, June, July and August.

Full Time Complement

The Public Works group in 2017 will see two Operator retirements at the end of May. A recent vacancy for a shared role for landfill/crossing guard was recently revised for landfill/roads operator as this role is better suited for the overall Public Work's needs in Roads and Solid Waste. The crossing guard position was reposted as a stand-alone role as this has better opportunity to be filled concurrently in this format. It should create stability around the landfill attendant role and crossing guard role as well, which both have been difficult in recent time to maintain as filled. Once we transition through May into June, the full time staff complement will be approaching the planned staff load.

2017 Road Tour

Monday, May 15th has been selected for a Township Roads Tour. Our goal is to acquaint the group with various roadside sections and municipal facilities that are earmarked for construction and maintenance in 2017 and represent infrastructure items that require attention.

Please confirm your attendance by May 5th through Public Works Administration (Nicole).

Asset Management Symposium

Staff attended the Asset Management Symposium put on by AMO. The symposium covered Level of Service, and outlined the difficulties of establishing LoS, with recommendations to define LoS and have Councils be informed and knowledgeable on the matters.

Staff met with the County over the course of April to discuss their GIS solution and potential

opportunities for the Township. Staff have been working with County PW staff on program work flow, including field data collection.

Policy and Procedures

Staff have been discussing with the County coordinating Road Closure requests, which integrates into a draft Road Occupancy policy in development by Staff which consolidates Entrance Permit Applications, Road Occupancy applications, Service Replacements/Construction in the roadway, etc. These will be brought forward to Council when the final draft has been coordinated through the County level.

Development

Internal and external meetings, site specific servicing comments for Cedar Street lot, A2A development, Cowbell, Tim Horton's. Cross Border comments for MT, HK, CH CBSA's.

Fleet

Staff have completed the detailed inventory of fleet, including completion of attribute information. Staff have undertaken condition assessments, which will serve to support a State of the Infrastructure report and Fleet Management Strategy for fleet/equipment. A report is anticipated to Council at the second May meeting or the first June meeting.

Staff have also began the specification process for the two pieces of equipment in the Roads budget for 2017; the backhoe loader and snow plow truck.

Roadside

On-going tree maintenance work and some ditching work being completed. The roadside grass mowing program will be completed with in-house resources this year.

Hardtop

Roadwork for pothole repair is on-going now that we're into springtime. Preparation for patch repairs and crack sealing are on-going, as is road line painting. Street sweeping is being completed for hard top areas only. As in years past, our sweeping services have been undertaken for neighbouring municipalities at their request for their urban areas.

Loosetop

Maintenance Gravel

Staff have been in discussions with Joe Kerr Limited regarding scheduling for our Crushing, Loading, Hauling, and Spreading of Maintenance Gravel within North Huron. The proposed work is to be completed by June 15th as per the tender documentation.

Safety Devices & Signage

Staff are continuing to complete sign inventory in house and the remainder of the retro-reflectivity testing throughout the spring and summer. In addition, they will be updating signage as needed.

Bridges & Culverts

This spring, staff will be conducting a smaller sized culvert inventory to supplement the current inventory of bridges and culverts that meet the OSIM inspection minimum size requirements. The bridge inspection report was submitted to the Township by BM Ross in late March. A report to Council on the state of this infrastructure is anticipated in late May meeting or early June.

Cemetery

Staff were on site reviewing the condition of the storage facility at the Wingham Cemetery. The parts of the façade and roof are in need of repairs. As discussed at the budget meeting on March 27th, these will be presented in the coming budget iterations.

Streetlights

Staff met with RealTerm Energy on Wednesday, April 19th prior to them beginning our GIS Street Light Audit within North Huron. Once the GIS audit has been completed they will provide staff with the data to complete an analysis and confirm the details provided are within North Huron boundaries and as outlined in the proposal.

Municipal Gravel Pit

Maintenance Gravel will be beginning shortly and Joe Kerr Limited will be utilizing the municipal pit as per the contract.

Solid Waste and Recycling

Household Hazardous Waste Day

Huron County is hosting a Household Hazardous Waste Collection Day at the Wingham Shop on Saturday, June 17th from 9:00 a.m. to 3:00 p.m. All residents within Huron County are welcome to drop off any household hazardous waste during that day free of charge.

Data Call Submission

Annually, the Township is required to fill out Data Call information related to Solid Waste services to determine diversion rates and estimate participation in the recycling program. The data is also used to help establish the Blue Box refund for the Township. Staff have been working over the months of March and April to complete the Data Call for 2016.

Fee Analysis

The preliminary work on fee structure has begun, with a trial period of waste analysis anticipated at the landfill. This will help us determine and analyze waste streams, work with attendants to ensure streams are appropriately entered into the system and help establish industry best-practices for solid waste fees.

Capital Projects

Howson Dam Safety Assessment – The RFP was issued on April 11th and was circulated by invite to the respondents of the Environmental Assessment RFP. The Dam Safety RFP closes on April 28th, with recommendation of award anticipated at the second meeting in May or first meeting in June.

CWWF application coordination with the Ministry – the application for funding of Master Plans for water and wastewater systems in Blyth and Wingham is currently being reviewed by the funding bodies. The province has responded indicating it has been sent to the federal government for their review and approval. Formal communication on the funding request hopefully will be available in the coming month.

Westmoreland/Mill Street, Blyth – With pre-budget approval, Burnside was given direction to proceed with tender documents. The contract is expected to be publicized for tender on April 27th. Results should be at the second May meeting or first June meeting.

LCB/Tar and Chip – The joint tender issued by South Bruce closed on April 18th. An additional report has been provided for Councils consideration.

Road Needs Study – A report will be submitted at the second May meeting or early June meeting for consideration with respect to road needs.

Facility Condition Assessments and Space Needs – Staff met with an architect to discuss scope and goals of the needs analysis and condition assessment outlined in the 2017 Roads budget. A facility walk around is planned during the week of April 24th.

Water & Wastewater

Nothing to report at this time.

FINANCIAL IMPACT

No immediate financial impact at this time.

FUTURE CONSIDERATIONS

No future consideration at this time.

RELATIONSHIP TO STRATEGIC PLAN

Goal 3 the Township is healthy and safe. Goal 4 the administration is fiscally responsible and strives for operational excellence.



Jeff Molennhuis, Director of Public Works



Sharon Chambers, CAO