



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Jeff Molenhuis, Director of Public Works
DATE: 06/03/2017
SUBJECT: Public Works Activity Report – February 2017
ATTACHMENTS: Water and Wastewater Operational Reports

RECOMMENDATION:

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

EXECUTIVE SUMMARY

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

DISCUSSION

Administration

Public Works Staffing

Throughout January and February, North Huron advertised both internally and externally for the positions of Operations Supervisor and a Full-Time Operator. These positions were both filled as of February 27th.

Regular PW meetings with staff are taking place to engage staff and allow for their feedback on operational or procedural items.

2017 Road Tour

Staff are considering a Road Tour for Council along with the Public Works management in late April early May. 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.

Policy and Procedures

Policy and procedure review was initiated in Public Works department to review current operational, technical or health and safety policies and procedures. Staff are reviewing industry standard and best practices for PW services such that quality and timely service is provided to our residents while balancing the Township's need to reduce risk and enforce regulations or by-laws. Some of the policies could include - Municipal Consents, Road Closures requests, Entrance Permit Applications, Road Occupancy etc.

Mobile Radar Speed Enforcement

At Council's request, staff have been following up with service partners to generate a follow-up report to Council on the framework and feasibility of Mobile Radar Speed Enforcement. The responses to date are not supportive of such an initiative. A follow-up report will be submitted to Council in the coming meetings to provide information on the matter.

Fleet

Asset Management - Fleet

Public Works is undergoing a Fleet inventory and detailed condition assessment review over the next month. Staff will be consolidating information to optimize fleet and equipment through a Fleet Management Strategy. This will include pieces around acquisition and disposal based on functional use, asset condition and minimizing life cycle costs to individual pieces of equipment. The program will also look to establish preventive maintenance measures so as to ensure our equipment is in optimal operating condition at all times, avoids costly downtime, and avoids unexpected significant repairs.

Roadside

Parking Concerns at 45 Alfred Street

As a follow-up to Councillor Ritsema-Teeninga request in December with respect to parking at 45 Alfred Street in Wingham, it appears there is a parking lot expansion contract currently out for bidding through Huron County. The timing of the work will be dependent on the contract terms, as well as the contractor and County schedule. With the County being the lead on the project, they may address impacted residents as the process continues.

Sidewalk Operations

Staff received a few queries recently in relation to sidewalk clearing. PW is planning to submit a report to council outlining the service and making recommendations to optimize the service taking into consideration some of the complaints and queries received. It will also take into consideration Minimum Maintenance Standards, annual inspections and best practices for risk reduction.

Hardtop

A reminder to Council and residents that this time of year and the freeze thaw condition will create ideal pothole conditions.

Loosetop

RFT – Maintenance Gravel

Competitive bids are being received currently until March 8, 2017 for Crushing, Loading, Hauling, and Spreading of Maintenance Gravel within North Huron. A report to successfully award to a Contractor will be provided to Council on March 20, 2017.

Half Load Season

Half Load season is currently in effect on Township roads due to the mild weather we have been experiencing.

Winter Control

On-going winter operations is currently taking place. Staff have met during the mild weather in February to review current mapping schedules and patrol routes to ensure their routes are correct and indicate any corrections that are required. Staff will be completing a full review on the winter operations from the 2016/2017 season and indicating best practises and ways to improve for the 2017/2018 season. Upon completion, a full Winter Operations Plan will be

developed.

Safety Devices & Signage

A Consultant submitted a report for a partial sign inventory and retro-reflectivity testing that was completed in the fall of 2016. Staff are planning to complete the sign inventory in house and the remainder of the retro-reflectivity testing. A replacement program will be initiated this year.

Bridges & Culverts

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. This will be input into and cross referenced with Asset Management planning for the Township.

Cemetery

Nothing to report at this time.

Streetlights

A proposal from Real Term Energy was received in 2016. Staff will be putting LED conversion information in front of Council in 2017.

Municipal Gravel Pit

The municipal pit will be utilized this spring during the preparation of maintenance gravel. Some on-going operational activity with respect to site upkeep and inventory tracking will be investigated and implemented in 2017.

Capital Projects

Howson Dam – IGF Form was submitted to the Ministry during the week of February 13th. An update report is on the March 6th Council agenda.

OCIF application – Staff received Ministry correspondence that the 2016 intake from the Township was not successful. A follow-up report is on the March 6 agenda.

CWWF application coordination with the Ministry. Further information was requested by the Ministry in relation to proposed projects. It is expected that a response will be received in March.

Westmoreland/Mill Street, Blyth – Working on easement acquisition for watermain component on private property. Project is proposed for consideration in 2017 budget. It is intended within the Capital Budget to contract the work externally due to the underground work required.

Road Needs Study and Bridge Inspections – Staff have a draft review meeting with the Consultant on March 1st. A report will be brought forward to summarize these studies for council. Some elements of the report will be incorporated into 2017 capital plan, as well as Asset Management practices for condition assessments and life-cycle replacements for long term capital planning.

Water & Wastewater

Monthly Reports

Attached is the December 2016 and January 2017 Monthly Report from Veolia Water for information.

Policy and Procedures - Staff will be working with Veolia to update the current policies, procedures and processes to ensure business continuity and clear communication between our Contractor for operations and Township staff.

FINANCIAL IMPACT

No immediate financial impact at this time.

FUTURE CONSIDERATIONS

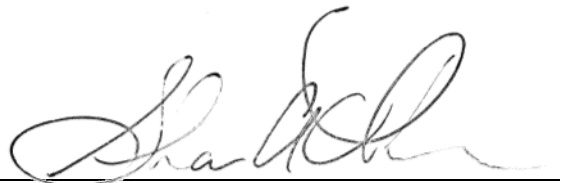
No future considerations at this time.

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 Molenhuis, Director of Public Works



Sharon Chambers, CAO