

# TOWN OF PINCHER CREEK “OPERATIONS DEPARTMENT”



## **Second Quarter, 2020 Review for the Town of Pincher Creek Operations Department**

- ❖ Street sweeping began and continues to be done as needed throughout the summer and fall
- ❖ Cross walk and no parking zones were painted
- ❖ A 10-inch water line valve was installed on Veterans Street, which will reduce the number of business that lose water when repairs are made to that line
- ❖ Leak Detection Correlator was purchased and put into use immediately, it will be a valuable addition to this department
- ❖ On-going Irrigation system upgrades
- ❖ Assisted with the removal and temporary storage of the Diabetes donation bins

The Operations Department quickly adapted to the COVID 19 Pandemic. The Ops staff continued to do their day to day jobs but added physical distancing practices in all rooms, vehicle or equipment and staggered lunch and coffee breaks were implemented. A new Safe Work Practice for Infection Prevention was introduced, requiring all staff to wipe down any surfaces they touched in the vehicles, equipment, and buildings. Hand washing, for at least 20 seconds or using alcohol-based hand sanitizer when water was not available became mandatory. Disposable gloves were supplied to staff and used any time there was the possibility of them coming into contact with the virus.

Al Roth, Colleen McNeil & Alexa Levair were able to set up their workstations at home including their work phone which enabled them to function like they were still in the office.

## **Streets, Water and Wastewater Distribution**

### **Ongoing, Completed & Up and Coming Projects:**

- Concrete replacement project contract awarded
- Asphalt repairs started
- Tumbleweed Path System completed
- Sanitary Sewer Condition Assessment Phase 1 completed
- WTP Flow Meters contract awarded, construction in Fall 2020
- Sanitary Sewer Condition Assessment Phase 1 completed

## **Water Treatment Numbers**

✚ Sanitary wastewater approval # 95-MUN-080 April 2020 – June 2020

Total volume flows = 161,558 M3

✚ Water treatment filtered and treated water for distribution Jan 2020 – Mar 2020

Total volume flows = 243,626 M3

## **Fleet Update**



- The new Labrie 2020 Automizer garbage truck arrived
- Ongoing maintenance on grass cutting equipment and vehicles
- Alberta One Call locates “**12** total for this quarter”
- Garbage can repairs and scheduling
- Vehicle and Equipment maintenance ongoing
- Extra cleaning and disinfecting of vehicles, equipment, and shop
- Ongoing ordering and inventory control
- Training was provided to the new Grass Cutting Crew as the recreation department took over the organization and dispatching of all grass maintenance.

## **Facilities**

- Lebel Mansion – Elevator Installation (in process - delayed due to COVID 19)
- Regular maintenance on Towns Administration and Operations building, RCMP building and The Lebel Mansion, CCR
- Fire Extinguisher Inspections contract awarded

### **Cemetery Update**

- ❖ Full Inurnments - 1
- ❖ Full burials - 2
- ❖ Niche Front Installed -1

### **Administration Update**

Administratively, the Operations Department prepared 11- Development Response letters, 1- property request for information, 12 - requests for decisions, 3 - Operation Committee Responses, 7 – Utility Approval Requests

### **Citizen Request Update**



In this quarter there was 339 citizen requests logged - 237 of them were Operational - all were actioned - 124 of them requiring verbal or written responses to residents.

# 2020 SECOND QUARTER REPORT

