

# OPERATIONS QUARTERLY REPORT



April 1 – June 30,  
2017

Second Quarter 2017



# Operations Quarterly Report

SECOND QUARTER 2017

## General Departmental Overview

The second quarter of 2017 held several highlights for the Operations department, some of these include our annual reuse fair and recycling roundup, national public works week activities and the grand opening of our cemetery columbarium.

On May 12, the operations department hosted a grand opening of our new columbarium at the Fairview cemetery. This event was well attended, with a number of speeches, niche opening demonstration and ribbon cutting. The response to the Town providing alternate options for interment has been well received and at this time we have already sold 10 niches.

May 21-27 was national public works week and initiatives included public tours of our water treatment plant, a social media campaign aimed at sharing the diverse world of public works including some of the areas we maintain and a fantastic day of snow plough blade painting, in partnership with the Children's World Daycare! The blade painting initiative was open to the public with scheduled times for the daycare to join us as a fieldtrip for both the main daycare facility and the school aged program from Saint Michaels. Keep an eye out next winter for our one of a kind plough blade as we clear the streets!



Snow Plough Blade Painting for Public Works Week 2017



Children's World Daycare partnered with the Operations Department for our Public Works Week snow plough painting

On June 17, we hosted our annual reuse fair, e-waste, paint and household hazardous material's roundup! With a total e-waste collection of just under 5.5 tons, 4 bins of paint related materials and 295 aerosol paint can's collected, we were up with overall collection totals from 2016! Lethbridge mobile Shredding was on hand to securely process any household documents and our reuse exchange was a big hit with a steady stream of traffic dropping off and collecting items all day long!

Operations staff have also been working on capital projects, with a new fence installment at the golf course already being completed, work has begun on asphalt patching, an upgraded crosswalk at Main Street and Victoria Drive. All in all, the Operations department has 14 capital projects, and 17 non-capital projects that we are working towards completion of in 2017.



Columbarium Grande Opening

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**Streets, Water and Waste Water Distribution**

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*April - June*

- Evaluate asphalt for repairs and replacement
- Evaluate concrete for repairs and replacement
- Watermain repair 789 Hyde St.
- Fabricate and install speed sentry mounting system
- Completed renos in sign shop
- Starting asphalt and concrete repairs
- Street sweeping
- Culvert cleaning
- Completed Macleod street sanitary crossing
- Completed Hewetson Ave watermain crossing

*July – September*

- Continue asphalt and concrete repairs
- Continue street sweeping
- Milling and repaving of East Ave
- Directional drilling under golf course for new watermain
- Crosswalk upgrades at Canyon Drive, Arena, and St. Michael's school

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**Fleet and Solid Waste Collection**

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*April - June*

- Crosswalk flashers and parts have come in for upgrade at Main Street and Victoria.
- Recycle and reuse fair on June 17
- Vehicle maintenance is on going
- Working on budgetary pricing for 2018 equipment purchases

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**Water and Waste Water**

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- Sanitary wastewater approval #95-MUN-080 April 1 – June 30, 2017  
total volume flows = 282,074 M3
- Water treatment filtered and treated water for distribution April 1 – June 30, 2017  
total volume flows = 188,980 M3

Facilities and Open Spaces

*April – June*

- Trail Garbage
- Playground checks
- Furnace and emergency light checks
- Clean up cenotaph park
- Clean up Campground
- Float ball diamonds
- Rake and clean up ball diamonds
- Aerate fields
- Painting lines for sports fields
- Put paving stones in cemetery
- Cut Grass
- Prepare cemetery for Mother’s Day and columbarium grand opening
- Turn water on in green spaces
- Put bug trap up
- Conducted all regular maintenance



Town Staff at the Reuse Fair 2017



Public Works Week 2017



Reuse Fair 2017

*July – September*

- Cut Grass
- Weed Whip
- Float Diamonds
- Cemetery Maintenance
- Irrigation Maintenance
- Trail Garbage collection
- Playground checks
- Wrap trees for deer
- Furnace checks
- Emergency Light checks
- Regular maintenance



Reuse Fair 2017

## Requests for Proposal

### 1. Request for Proposal (RFP) 2017-13 Solid Waste Collection Vehicle

*As Per TILMA and Town of Pincher Creek Policy #110-94:*

- ⇒ RFP Opened                    March 1, 2017
- ⇒ RFP Closed                    March 24, 2017
- ⇒ Pre-Bid Meeting            N/A
- ⇒ Submissions were opened in public on March 24, 2017
- ⇒ Contract was awarded to Superior Truck

### 2. Request for Proposal (RFP) 2017-12 Water Hauling Vehicle

*As Per TILMA and Town of Pincher Creek Policy #110-94:*

- ⇒ RFP Opened                    March 1, 2017
- ⇒ RFP Closed                    March 24, 2017
- ⇒ Pre-Bid Meeting            N/A
- ⇒ Submissions were opened in public March 24, 2017
- ⇒ Contract was awarded to Horizon Truck & Body

### 3. Request for Proposal (RFP) 2017-10 Veterans Intersection Upgrade

*As Per TILMA and Town of Pincher Creek Policy #110-94:*

- ⇒ RFP Opened                    April 25, 2017
- ⇒ RFP Closed                    May 9, 2017
- ⇒ Pre-Bid Meeting            N/A
- ⇒ Submissions were opened privately on May 9, 2017
- ⇒ Contract was awarded to Tollestrup Construction (2005) Inc.

### 4. Request for Proposal (RFP) 2017-10 Veterans Street Surface and Deep Utilities

*As Per TILMA and Town of Pincher Creek Policy #110-94:*

- ⇒ RFP Opened                    April 25, 2017
- ⇒ RFP Closed                    May 9, 2017
- ⇒ Pre-Bid Meeting            N/A
- ⇒ Submissions were opened privately on May 9, 2017
- ⇒ Contract was awarded to McNally Contractors (2011) Ltd.

### 5. Request for Proposal (RFP) 2017-02 Asphaltting of East Ave and 2017-02a Paving of Pool/Arena/Curling Rink

*As Per TILMA and Town of Pincher Creek Policy #110-94:*

- ⇒ RFP Opened                    May 3, 2017
- ⇒ RFP Closed                    May 17, 2017
- ⇒ Pre-Bid Meeting            N/A
- ⇒ Submissions were opened in public on
- ⇒ Contract was awarded to Tollestrup Construction (2005) Inc.

Citizens Requests

Second Quarter 2017

