

Department: Operations
Employee: Jody Murray

2023 Work Plan
Third Quarter Report

The Operations Department is responsible for maintaining roads, sidewalks and walkways, boulevards, fire hydrants, public parks and beaches, ball diamonds and the Municipal Campground. It's also responsible for snow removal, residential and business garbage collection, sewage systems and water systems, as well as overseeing the maintenance and management of the Municipal Airport Terminal and Runway.

2023 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2023 WORKPLAN GOALS	CURRENT STATUS	COMMENTS
Staff Training	Strong Governance & Finances	Ongoing	<ul style="list-style-type: none"> Ensure consistent and appropriate training is available to all staff in all departments. 	Ongoing	Chainsaw and Brush saw training is complete. Completed Confined Space Training for Public Works Utilities Employees and Staff
Bylaw Enforcement Department	Strong Governance & Finances	2023/2024	<ul style="list-style-type: none"> Develop procedures to assist department. 	Ongoing	Recruit staff in this department.
Water/Sewer Department	Strong Governance & Finances	2023/2024	<ul style="list-style-type: none"> Ensure that staffing and development opportunities meet the demands of the department. Asbestos Abatement Training for Utilities Department. Installed PRV on Crysedale Drive 	Ongoing	Utilities staff continue to attend various courses through EOCP. Asbestos course is online..... PRV Installation completed for 2023 but revisit in 2024.
Commercial Garbage Collection	Environmental Sustainability	2023/2024	<ul style="list-style-type: none"> Review all options available for commercial garbage collection. Purchase/Rental/Contract 	Ongoing	In the coming months staff time will be dedicated to implementing a solution for our ongoing bear and garbage issues.

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Commercial Garbage Collection	Environmental Sustainability	2024	Waste Management to provide Waste Solutions Proposal	Ongoing	Staff to determine which is best plan moving forward... based on all data and costs collected
Safety	Strong Governance & Finances	2023/2024	<ul style="list-style-type: none"> • Monthly Crew Meetings • Toolbox Topics • Implement Inspection Booklets for Equipment Checks 	Ongoing	Meetings to be held the first week of each month. Toolbox Topics Daily talks. Inspections to be completed and left in vehicle.
Infrastructure Master Planning (Asset Management Program)	Economic Vitality Strong Governance & Finances	Ongoing	<ul style="list-style-type: none"> • AssetFinda Training for Staff • Pavement Assessment of Municipal Roads 	Ongoing	Program will be expanded to include all appropriate departments. A full Pavement Assessment and Condition Report will be completed this year.
Water, Sewer & Roads Infrastructure	Economic Vitality	2023/2024	<ul style="list-style-type: none"> • Sewer operations and maintenance 	Ongoing	Lagoon licenses and permissions are being updated with the province.
	Strong Governance & Finances	2023/2024	<ul style="list-style-type: none"> • Paving Rehabilitation Program 	Ongoing	Staff have been allocating time weekly to address pothole repairs on streets and sidewalks.
		2023/2024	Source and Purchase a New Street Sweeper		Old sweeper is past its life and is now inoperable.

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Technical Reviews	Environmental Sustainability	2023/2024	<ul style="list-style-type: none"> • Gantahaz Subdivision Water System • Lagoon review. • Received the Topographical Survey file of the engineered Wetlands from Sanghaa Geomatics 	<p>Pending</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Applied for Grant Funding to treat Gantahaz water for manganese removal.</p> <p>Staff are awaiting a proposal to determine the scope of reestablishing the berm in the wetland portion of the sewer lagoon.</p> <p>Engineers to review the survey base file and summarize the findings and proposes next steps...</p>