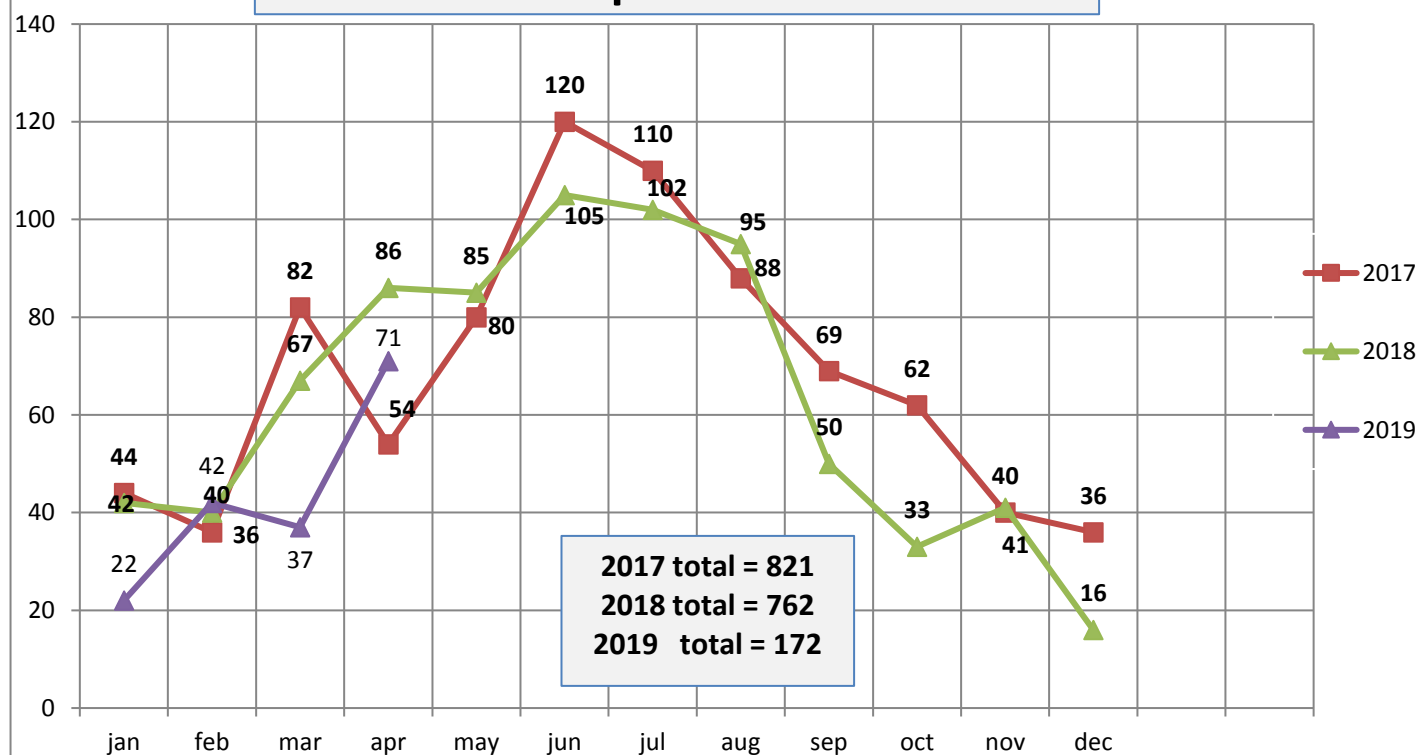


## PUBLIC WORKS MONTHLY REPORT

MAY, 2019

### DEPARTMENT OVERVIEW & STATISTICS

#### PW -Service Requests from the Public



### PROJECTS

#### FACILITIES

Facilities staff continue to make routine repairs and perform preventative maintenance on all equipment within all municipally owned buildings.



A number of repairs to plumbing were required in the seasonal facilities including the Pool Building in MSSP, washrooms at Harold Black, and Centennial Park. The cold snap and general plumbing design in these buildings contributed to damage to pipe and fixtures from freezing.

The garage door identified for replacement as part of the 2019 Capital Budget at the Fonthill Cemetery has been replaced.

Facilities staff have been working in consultation with engineering staff to prepare tender documents for required repairs identified in 2019 budgets.

## CONSTITUENT CONCERNS & ISSUES ARISING

### **ROADS**

In April Roads Staff have continued to fill potholes throughout the Town of Pelham. The consistently cool, wet April weather has not allowed the road base from drying out and stabilizing in many areas resulting in a large number of potholes.

The 2019 Spring Street Sweeping program has begun. Weather dependent it should be completed by the second week in May.

Spring weather has brought an increase of speed related and aggressive driving complaints. Most notably are speeding on Port Robinson Road, and Merritt Road, as well as speeding and 4-way stop non-compliance at the intersection of Canboro and Haist Street. Staff will continue to measure speed complaints and set up the "Speed Watch" sign originally purchased by the Community Policing Committee in approximately 1998. It has a battery life of around 2 days. Requests for permanent flashing speed signs have been heard; however, each flashing speed sign has a cost of around \$5000.00 and does not fit within the current operation budget, nor are they proven to be effective over a long term. Complaints regarding speeding or aggressive driving should be directed to the Niagara Regional Police Service Traffic Hotline at 905-688-4111, ext. 5555 or by this link <https://niagarapolice.formbuilder.ca/Public-Website/Traffic-Complaint>

### **Winter Maintenance Update**

Winter Maintenance in the Town of Pelham is carried out in accordance to our Winter Maintenance Policy and Procedure. The procedure is based on the Minimum Maintenance Standards (MMS) for Municipal Highways as well as Environment Canada's Code of Practice for the Environmental Management of Road Salts. During every operation we must balance the environmental impact of road salt with public safety on our roads and sidewalks.



The winter of 2018-19 was challenging in a number of ways. Changes to the MMS resulted in the requirement to treat all municipal sidewalks in the same fashion as roads. This led to an increase in staff time to inspect and record sidewalk conditions and that the formation of ice on sidewalks was required to be treated within a prescribed time line similar roads. The season also brought 31 winter weather events which resulted in 44 operations which is above the previous average of 30 operations. A winter operation is counted when 40% of the fleet is required to respond to snow, ice, drifting, or snow removal. The Town experienced 5 freezing rain events and 162cm of snow.

Due to our geographic location between two lakes and relative climate winter weather is highly unpredictable and fluctuates greatly from year to year. Because of its unpredictable nature the Winter Maintenance Operating budget is prepared based averages for both Contracted Services and tonnage of materials and supplies. Winter Weather also has an influence on fuel usage, fleet repair & supply and staff time.

The Contracted Serviced Budget was estimated based on the 10year average of 30 winter operations at an estimated budget of \$330,000.00. At the end of the winter season (April 1st as defined in the Winter Maintenance Procedure) the cost of Contracted Services was \$280,771.99. Without a light start to the 2019-20 Winter Season this budget is projected to go over by \$30,000.00. The services provided by the Contractor are the clearing and treating of snow & ice at all Town facilities (does not include the old arena), Sidewalks, Paved trails, on street parking stalls in Fenwick, Ridgeville, and Fonthill, and some cul-du-sacs unsuitable for Town owned equipment. These are not services that can be provided by the current compliment of staff or equipment.

The Winter Maintenance Material Supplies Budget was estimated based on the 9 year average (straight salt wasn't used until 2009-10). The 2019 Budget amount of \$119, 503.00 was estimated using the average of 2617 Tonnes of pickled sand (5:1 sand/salt) and 299 Tonnes of salt. At the end of the winter season staff utilized 2674 Tonnes of pickled sand and 397 Tonnes of Salt at a cost of \$131,076.86. There is currently 200 Tonnes of material left under the sand dome however this budget is projected to go over by an additional \$10,000.00 for a total of \$21,573.86 depending on the start to the next winter season.

In 2017 Council denied the request to replace a 16 year old snow plow truck. The unit was not repairable due to it's age and the unavailability of critical parts. Two tractors have been rented seasonally in both 2017-18 and 2018-19 Winter Seasons to offset the loss of the truck. The cost of the tractor rental is \$25,555.00 annually.

### **BEAUTIFICATION**

The Beautification group implemented and reorganized municipal garbage receptacles, relocating them to locations where they can be serviced by the Niagara Region's waste collection contractor. Historically the

Niagara Region would empty receptacles in business areas in Fenwick, Ridgeville, and Fonthill. Town staff would empty garbage cans in parks, trails and other locations. By reducing the number of cans in some areas (some were within 15m of each other) we were able to reduce staff hours to collect garbage from 16 hours/week to 4 hours/week. The extra staff time will be utilized in the maintenance of trails, parks, and sports fields.

Sport field maintenance, including lining and baseball diamond preparation has been absorbed by the staff working from the operation centre, as well as, the cleaning of washrooms at Harold Black and Centennial Park. This work was previously completed by the Arena Attendants. Work is currently underway to prepare fields and diamonds but the weather has not allowed the fields to dry delaying their use.

Staff have been working on a much needed update to the Cemetery Operations By-Law. It is expected that they will be brought to Council for approval in the spring of 2019.

### **WATER/WASTEWATER**

Water/Wastewater Operators have completed the Spring Dead-end Watermain Flushing Program in accordance to our Quality Management System.

Operators have begun the 2019 Hydrant Maintenance Program. All 555 Municipal Fire Hydrants will be inspected, flowed and necessary repairs made.

One service leak was repaired in April. The leak was located in the Cherry Ridge area.

Work is continuing on the backflow prevention program however there is nothing further to report at this time.

### **ENGINEERING**

The following is a summary of the activities that have occurred in the Engineering Department since March 2019.

**Foss Road Sanitary Sewer Replacement** – This is a capacity upgrade project, driven by development in the Fenwick area. Permits and approvals are to be applied for with construction which is scheduled to occur in 2020.

**Sulphur Springs Rehabilitation (RFP)** – Staff have reviewed the Final Report and Cost Estimates on the proposed works. The consultant, Waters Edge, are currently updating the proposed design drawings. This project has been included in the 2019 Capital Budget for Roads.

***Rice Road Servicing*** –Some ditching and landscaping works will be completed in the spring of 2019.

***Station Street Watermain Replacement*** – There are utility relocation works required by Enbridge Gas from Pelham Town Square to Port Robinson Road which will be completed later this year to facilitate utility conflicts with the proposed watermain installation.

***2019 Capital Project Tenders are being prepared for tendering.***

Engineering staff continue to thoroughly review all Planning and Committee of Adjustment applications. Reviews entail a site visit and detailed analysis of drawings and reports, to ensure Town standards are adhered to. For more complex applications, this process sometimes involves several re-submissions and repeated reviews by staff. Engineering staff also continue to manage requests for assumption of subdivisions, and for reduction of securities at various stages of the development process. In addition, Engineering Staff complete reviews on lot grading plans for building permits received through the Planning Department.

In addition, Engineering Staff continue to support the Pelham Active Transportation Committee (PATC) through the facilitation of 1 federal grant application which included the development and editing of a new Bike Friendly Map, along with the publication other safe cycling education material, generating reports to be sent back to the federal government, and coordinating other Town departments for assistance.

### ***PARTNERS FOR CLIMATE PROTECTION (PCP) PROGRAM***

Greenhouse gases (GHG) are generated by natural processes that are crucial to sustaining life on earth; they're required for warming the planet by trapping and absorbing heat in the earth's atmosphere. Since the Industrial Revolution however, human activity has increased the concentration of GHGs at an exponential rate. Such vast concentrations have brought forth serious alterations, such as warmer surface temperatures, increased insect and disease outbreaks, and shifting weather patterns. On a local spectrum, a number of changes in the climate have already been noticed within the Niagara Region. Such changes include heat waves of 3 or more consecutive days, more frequent episodes of rain and less snow during winter seasons, and an increase of thunderstorms with heavy rain, strong winds and hailstorm-like conditions. Although there are likely to be both positive and negative effects of climate change in Niagara, the negative do outweigh the positive. A study conducted by the National Roundtable on the Environment and the Economy suggest that in the foreseeable future, costs associated with climate change will increase from \$5 billion per year to \$43 billion by the 2050's, this includes, greater health costs due to degraded air quality and economic losses from the frequency of invasive species and flooding from intense rain storms.

In response to the impacts and risks associated with climate change, the Town of Pelham has committed to increase its capacity to adapt to one of the most significant environmental concerns of our time, through the development of a Climate Adaptation Plan. Over a two-year period, the Town will create a Greenhouse Gas (GHG) Emission Inventory with both staff and community input, set an emission reduction target to forecast

future business-as-usual scenarios and also develop a local action plan that will accurately reflect the Town's current scenario. Following Council's approval of a proposed adaptation plan in the latter part of the first year, operational and institutional changes will be implemented to ensure long-term climate adaptation for the municipality. More importantly however, with this plan the Town has the opportunity to facilitate a role in leadership within the community by exemplifying the need to take immediate action on an interdisciplinary issue.

### **Current Stance**

At this time our Climate Change Coordinator is in the process of completing Milestone 1 of the Partners for Climate Protection (PCP) 5-step Milestone Framework. Milestone 1 consists of developing a Greenhouse Gas (GHG) Emission Inventory, in which the Town will be able to track emissions and spending, gather money-saving information and measure progress over time. On Monday May 6<sup>th</sup> the Engineering department will bring forth a report to Council in hopes that the "Joining Resolution" will be signed and adopted in order to gain access to the PCP's additional feature, their Milestone Tool. The rationale for this is to enhance the accuracy of the GHG Emission Inventory by having the ability to input energy and emissions data for several inventory years, track progress and also compare performance for each building over time. It will involve a clearer understanding where the Town can create and save money in municipal operations, lower energy costs for residents and businesses and increase investment in the local economy.

### **Niagara Adapts and the Town of Pelham Partnership**

The Engineering department is pleased to announce that the Town of Pelham will be partnering with Brock University in their 'Niagara Adapts' program. The Town, along with three other municipalities (i.e. Lincoln, St. Catharines and Niagara Falls), will work collaboratively to take action for future climates through effective climate change adaptation planning. Brock will provide support in climate change analysis, risk and opportunity assessment, and the preparation as well as evaluation of an adaptation plan. Niagara Adapts will be based out of Brock's Environmental Sustainability Research Centre, where the partnership will support each municipality specifically in the revision of climate change data (i.e. downscaling climate data for each municipality, building climate change scenarios, scoping potential impacts), the evaluation of each municipality's vulnerability and adaptive capacity (i.e. assessment and prioritization of risks and opportunities, stakeholder identification and engagement), the establishment of adaptation planning principles (i.e. identification, prioritization and development of locally relevant adaptation options) and creating an evaluation framework (i.e. the establishment of both monitoring and evaluation indicators, progress reviews and mobilization of knowledge with staff, public and key stakeholders). Members will also be able to interact with their peers to share ideas, resources, approach and opportunities. Moreover, Brock forecasts that they may be able to get the majority of the municipalities in the Niagara Region who were successful in securing funding from the Federation of Canadian Municipalities (FCM) for a Climate Change Coordinator Position on board. Nonetheless the Town is very excited to see how this program will enhance their Climate Adaptation Plan.



### **PELHAM TRANSIT – APRIL 2019 REVIEW**

To date, as indicated below, we have had a total of 2297 riders since January 2019.

This past month, the Sunday Dial-a-Ride program commenced. This program is open to everyone from 9am to noon on Sundays. These bookings must be done 48 hours in advance. The first Sunday ride took Sophie and Barbara Rybiak from Woodlands of Sunset to St. Ann's Catholic Church in Fenwick. The ride was a great success and we received the following comment from Barbara Rybiak: "We are so grateful for the Specialized Transit ride this Sunday. The ride, itself, was a great success! We had a wonderful, caring, professional driver on time and knowledgeable. We are so thankful!"



Staff is currently working on the Summer 2019 schedule which will begin on June 24<sup>th</sup> and continue until the end of August. This Summer schedule will include the new Sunday dial-a-ride program, and an additional stop at Marlene Stewart Streit Park.

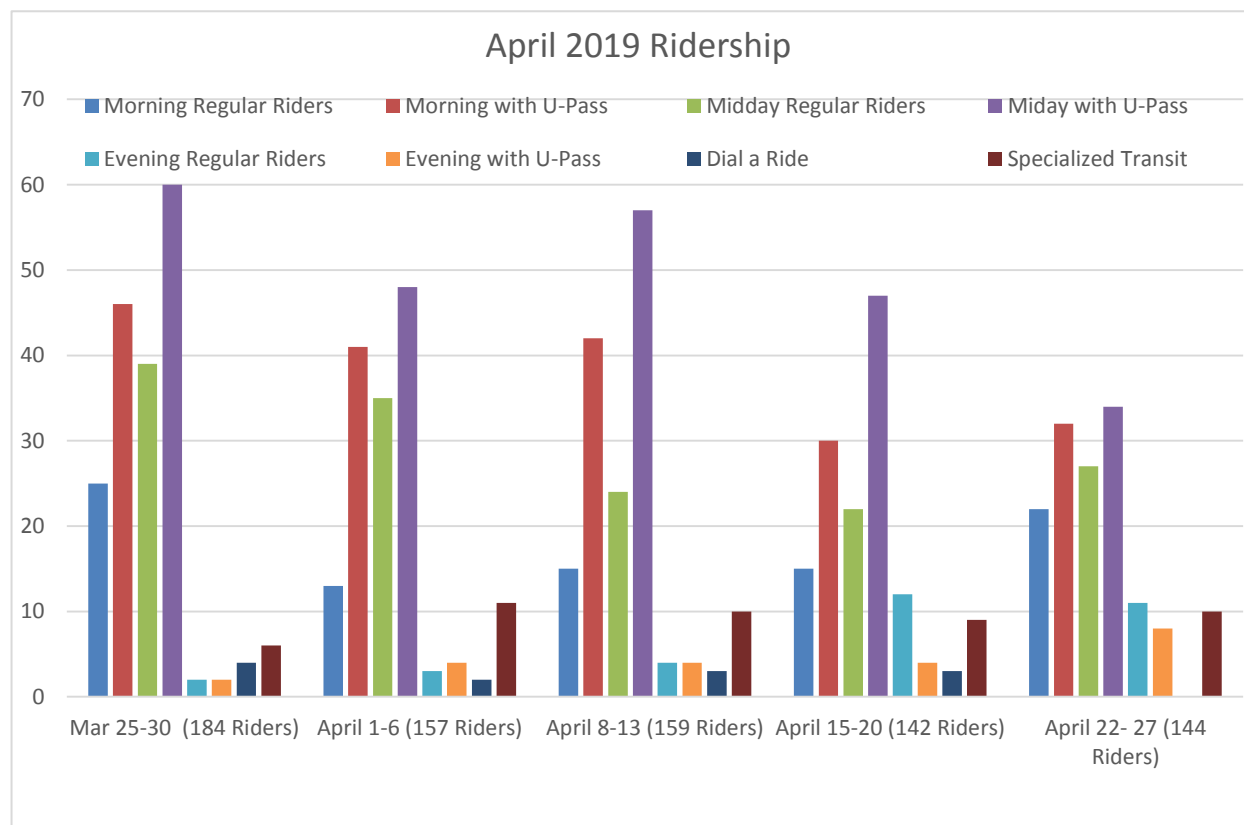
Our Dial-a-Ride and Specialized Transit programs continue to be used very consistently. Within the month of April, we had over 40 riders making use of these programs. Most of these riders are utilizing Pelham Transit to get to or from Niagara College, adult day programs at Woodlands of Sunset and to Pelham Cares.

Pelham Transit Satisfaction Surveys were reviewed within the month of April and the results were overall positive! A few riders suggested that they would prefer Pelham Transit to go further into the evening and have more consistent stop times for pick ups and drop offs. This being said, riders are satisfied with the overall service Pelham Transit supplies. The 2019 Summer

schedule includes an additional evening route as per usual with Summer schedules. When creating the 2019 Fall/Winter Schedule, Staff will try considering running the bus later into the evening and creating more consistent times for pick ups and drop offs. As the service will expand to include two buses in the Fall, this which should alleviate the inconsistent bus stop times.

Pelham Transit is currently in transition between the Recreation, Culture and Wellness and Public Works departments.

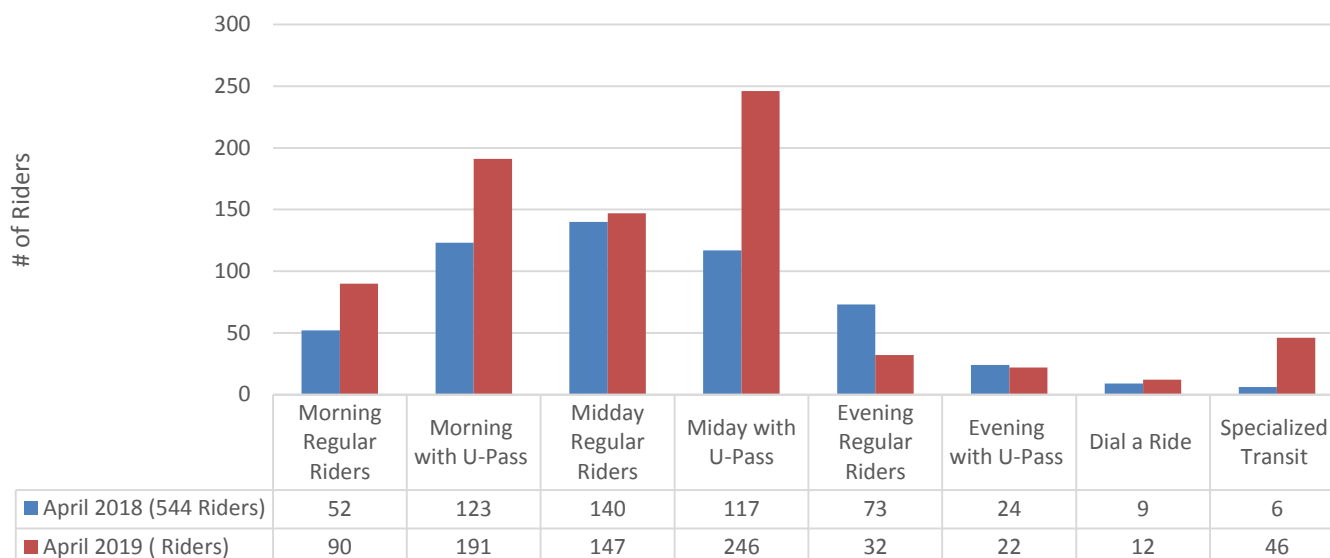
Please see below for April's Ridership information:



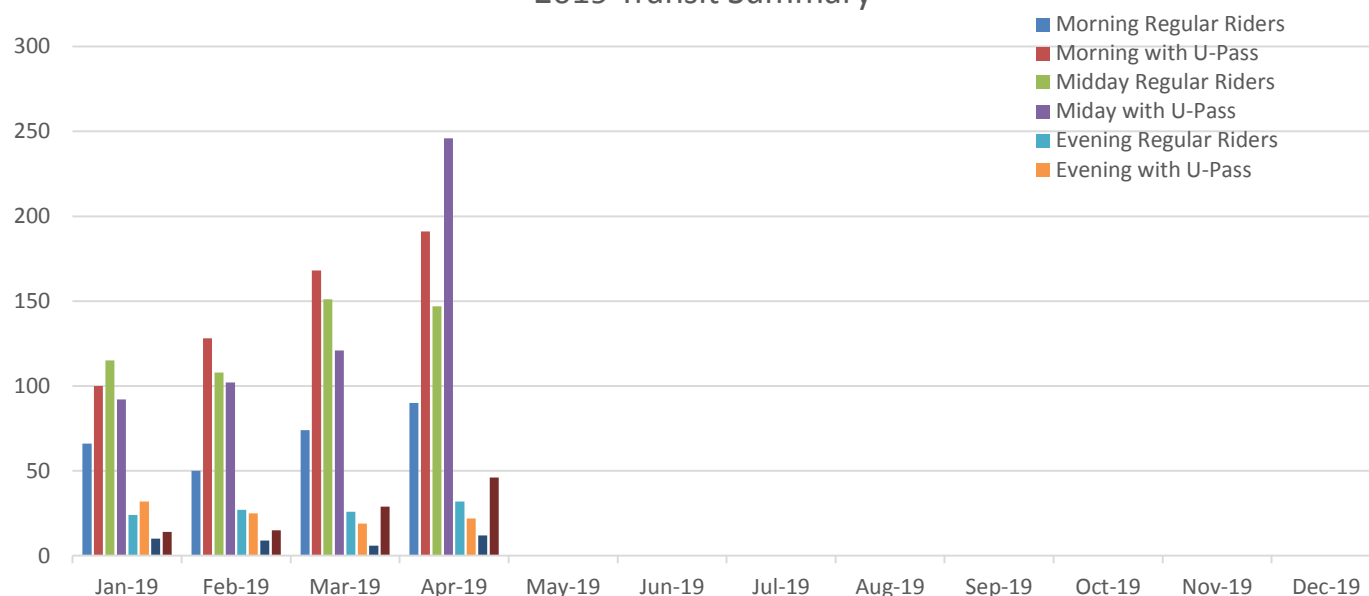
See below for comparisons between ridership during the months of April 2018 - April 2019:



Comparison April 2018 (Blue) vs. April 2019 (Orange)



2019 Transit Summary



**Total Ridership January 2019-Present: 2297**

**PERSONNEL**

The Contingent of Summer Students begin April 29<sup>th</sup>, 2019. They have been scheduled for safety training for the first 3 days.

Shaun Breen has resigned from the Roads group and HR staff are currently in the process of recruiting a new operator for this department.

**GRANTS, CONTRACTS, RFPs & AGREEMENTS**

Contracts, tenders and RFP awards as reported by Corporate Services.

Development and subdivision agreements reviewed and comments provided, as reported through Planning.

Engineering staff are reviewing the second phase of Ontario Municipal Commuter Cycling funding program.

**MEETINGS**

As we are a group of considerable size and a wide variety of job functions, staff attends many regular internal meetings, and meetings about development, capital projects and agencies. Only special noteworthy meetings are listed below:

- Public Works Officials Meeting
- Public Works Operations Safety Meeting (Hardhats)
- Niagara Contract Review Meeting
- Niagara Public Works and Utilities Meeting
- South Central Water Works Association By-Annual Meeting