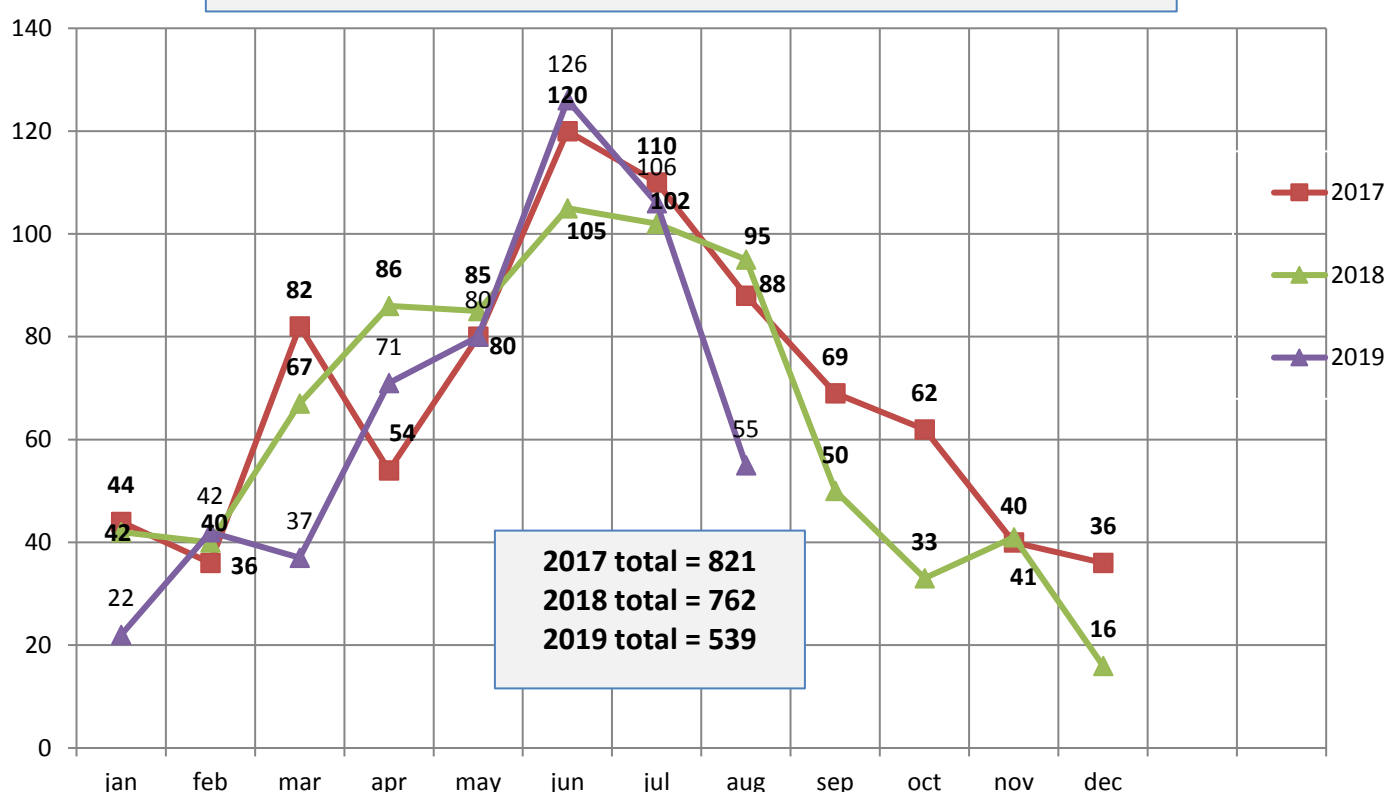


## PUBLIC WORKS MONTHLY REPORT

SEPTEMBER, 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.



Staff have been in communication with the contractor regarding the Painting at Town Hall. Several items have not yet been completed. At the time of this report a schedule for completing the outstanding items has not been received.

The Well and Pump at the Tice Road Operations Centre has been completed within budget. The new well was drilled to a depth of 165 feet.

The Electrical upgrades at Centennial park are ongoing however in consultation with the utility provider it was determined that a private utility pole at the property line would need to be replaced to complete the upgrades. The current service line to the Park runs overhead between two neighboring properties whose service lines are also attached to the pole. The ownership of the pole is unknown. According to the utility provider, the pole and the overhead services to the private residences would become the responsibility of the Town if the pole was replaced at staff's request. To eliminate any future expenses associated with pole and private services a new service would need to be installed into the park. A budget request of \$15,000 has been included in the 2020 Capital Facilities budget to install a single underground service line into Centennial Park to complete the required upgrades.

The repairs to the roof at Fire Station No. 1 and Pelham Town Hall have been awarded to Canadian Flat Roof Systems and will be completed this fall. The value of the work being completed will be under the approved capital budget for this project.

## CONSTITUENT CONCERNS & ISSUES ARISING

### ROADS

Through late spring and summer roads staff have replaced 14 culverts and utilized 40 Tons of cold and 36 Tons of hot mix asphalt to fill 849 potholes. Recently staff have been spray patching Haist Street North between Brewerton and Overholt Road in an attempt to stabilize the road surface. This process involves spraying asphalt emulsion over previously filled pot holes then spreading stone chips over the area. The process is time and labour intensive however staff hope that it will reduce the time required to maintain this section of road until it can be resurfaced.

Traffic Warrant Studies have been completed at Look-out Street at Brewerton Boulevard, Haist Street at Brewerton Boulevard, and Pelham Street at Hurricane Road. To warrant all-way stop intersection control at these intersections there are two conditions that must both be met: the minimum volume condition and the volume split condition. For a three-leg intersection warrant, the combined minor approach volume must exceed 350 vehicles in an hour period. And the volume split between a major and a minor road must not



exceed 75/25. None of the intersections noted above meet the warrants for all-way stop control. Unwarranted stop signs should not be utilized as traffic calming measures as they reduce the overall safety of an intersection and have been found to increase collisions, increased mid-block speed, result in poor compliance with stop signs due to driver frustration, and increase the risk to pedestrians, especially children and seniors crossing an intersection.

## BEAUTIFICATION

Due to a wetter than normal spring Harold Black Park's sports fields were unusable by Pelham Soccer and Baseball organizations. Because of the lack of overland drainage and ground water conditions the baseball diamonds were unavailable until late July and the soccer field was not placed into service until mid-August. Large sections of the park were also closed for Canada Day Celebrations.

Centennial Park Soccer Field No. 2 was once again vandalized by a vehicle driving through it, damaging the playing surface. Although staff were able to repair the damage without closing the field, this is the second time in three years that the field has been damaged by vehicles. In 2018 the damage was so severe that the field was closed for the season. The Outhouse near this field has also been vandalized three times this season. A budget request for the fencing of Centennial Park Soccer Field No.2 has been included for consideration in the 2020 Parks-Facilities Capital Budget.

The Downtown Fenwick flower beds have been replanted with special thanks to John Langendoen of Willowbrook Nurseries for donating the plant material as well as the labour to plant the flower beds and replace trees. Town staff prepared the beds for planting, and have completed the project by adding mulch. As part of the improvements the irrigation system has been changed from sprinkler heads to drip irrigation which is a more efficient use of water.

## WATER/WASTEWATER

In 2017 the Region of Niagara's Water/Wastewater Master Servicing Plan identified the need to upgrade or replace the Pelham Elevated Water Tank located at 181 Hwy 20 West (behind Fire Station No.1). It has been determined that the existing site is not large enough to hold a larger tank. The Niagara Region and its Design Consultant have begun work on the EA process to replace the existing tank in an alternate location. A Public Information Session is planned for October however a date had not yet been selected at the time of this report.

On July 23<sup>rd</sup>, 2019 The Town of Pelham received its Municipal Drinking Water Licence and Drinking Water Works Permit from the Ministry of the Environment, Conservation and Parks. The Licence and Permit allow staff to continue to operate and improve the Town's Drinking Water System.

On July 29<sup>th</sup>, 2019 Staff repaired a Watermain Break on Welland Road near Balfour Road.

## FLEET

In August, Fire personnel from Station 1 reported trouble operating with the ladder and platform system on Aerial 1 a 2001 Pierce Aerial Platform Truck. After taking the truck out of service and attempting to diagnose the issue unsuccessfully the truck was sent to the dealer in Woodstock for repair. It was determined that corrosion in the multiplex electrical system, a faulty voltage control regulator and a hydraulic control module were the cause of the issue. Staff have not yet received the total bill for this repair but the preliminary costs are approximately \$8500.00 which represents 14% of the outside fleet repair budget. While travelling back to Pelham from Woodstock the front left steering tire burst causing damage to the cab. The truck has been towed back to the dealer for repair. The costs to repair the cab were not known at the time of this report.

## ENGINEERING

The following is a summary of the activities that have occurred in the Engineering Department since June 2019:-

***Sulphur Springs Rehabilitation*** – This project has been included in the 2020 Capital Budget for Roads. Staff are preparing the terms of reference for a Environmental Assessment study to look into the option of permanently closing Sulphur Springs Road to vehicular traffic. Staff will report back to council in the fall of 2019 with the estimated costs to complete this study.

***Pelham Street North*** – Project was tendered and awarded to The Charlton Group, Kick-off meeting held and construction due to commence September 2019.

***Station Street Watermain Replacement*** – Utility relocation works have been completed by Enbridge Gas and the Town is waiting for the as-built drawing before commencing with the remaining section of watermain installation from Pelham Town Square to Port Robinson Road.

***Haist Street Watermain Replacement*** – Project was tendered and awarded to Peter's Excavating, the Kick-off meeting was held and construction is due to start in September 2019.

***Sewer Flushing & CCTV Program*** – Project was tendered and awarded to Pipetek Infrastructure Services, the Kick-off meeting was held and the program has commenced.

***Road Rehabilitation & Base Repair Program*** - Project was tendered and partial award to Norjohn Contracting & Paving, the Kick-off meeting was held and the program has commenced. It is anticipated that the work will be completed in the fall of 2019.

***Culvert Replacement Program*** – this project was tendered and the Town received no bids. Staff requested



quotations from three local contractors and the work has been awarded to Antony's Excavating from Wellandport. Work is expected to commence and be completed in the fall of 2019.

***Poth Street Culvert Replacement*** – Project was tendered and awarded to Duffin Construction, Kick-off meeting held and construction has commenced.



***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), generating reports for other departments to be sent back to the federal government, and coordinating other Town departments for assistance.

## **CORPORATE CLIMATE CHANGE ADAPTATION PLAN**

On June 14<sup>th</sup> 2019, the Town of Pelham along with six other municipalities participated in Brock University's inaugural Niagara Adapts workshop. Members of the partnership identified key demographics, defining features, geography, history of climate change (i.e. specific events that took place within their municipality), along with what they had hoped to achieve with their climate adaptation plans. Brock TV also filmed a promotional video for Niagara Adapts and will be readily available once the Town has launched their new website layout. Nonetheless it is strongly encouraged to be shared by each municipality as it offers an excellent opportunity to promote the work of the collaborative partnership!



*Niagara Adapts is a partnership that brings together seven municipalities – Lincoln, Niagara Falls, Niagara-on-the-Lake, Grimsby, Welland, St. Catharines and Pelham – with Brock University's Environmental Sustainability Research Centre to address climate change*

Following the first workshop with Niagara Adapts, the Town created an official Project Adaptation Team – a team that is responsible for providing research and consultation, synthesizing data from both the internal Adaptation Steering

Committee (ASC) and the external Stakeholder Advisory Committee (SAC) into the final draft of the plan. It is composed of staff from the Town along with sustainability experts from Brock University. In July, the Town identified members of the Adaptation Steering Committee – a committee that will provide strategic direction and input for the plan. Members will complete key milestones, such as risk and vulnerability assessments as well as final endorsements of the plan. Members of the ASC will be meeting one-on-one with the Climate Change Coordinator at the end of August to identify key current and future climate projections as well as potential climate change impacts specifically within Pelham.

<b>Project Adaptation Team</b>	<ul style="list-style-type: none"> <li>• Derek Young – <i>Manager of Engineering</i> – Public Works</li> <li>• Deanna Allen – <i>Climate Change Coordinator</i> - Public Works</li> <li>• Dr. Jessica Blythe – <i>Research Professor, Niagara Adapts Lead</i> – Brock University</li> <li>• Dr. Ryan Plummer – <i>Research Professor, Niagara Adapts Lead</i> – Brock University</li> </ul>
<b>Adaptation Steering Committee (ASC)</b>	<ul style="list-style-type: none"> <li>• Jason Longhurst - <i>Fire Prevention Officer</i> – Fire &amp; By-Law Services</li> <li>• Shannon Larocque - <i>Senior Planner</i> - Community Planning &amp; Development</li> <li>• Curtis Thompson – <i>Planner</i> – Community Planning &amp; Development</li> <li>• Tolga Aydin - <i>Engineering Technologist</i> – Public Works</li> <li>• Mitch Holland – <i>Arborist</i> – Public Works</li> <li>• Tim Zack – <i>Equipment Operator (Roads)</i> – Public Works</li> <li>• Teresa Quinlin – <i>Director</i> – Corporate Services</li> <li>• TBD – Recreation Culture and Wellness?</li> </ul>
<b>Stakeholder Advisory Committee (SAC)</b>	<ul style="list-style-type: none"> <li>• Diana Huson – <i>Regional Councillor Town of Pelham</i> – Niagara Region</li> <li>• More participants TBD</li> </ul>

*The breakdown of*

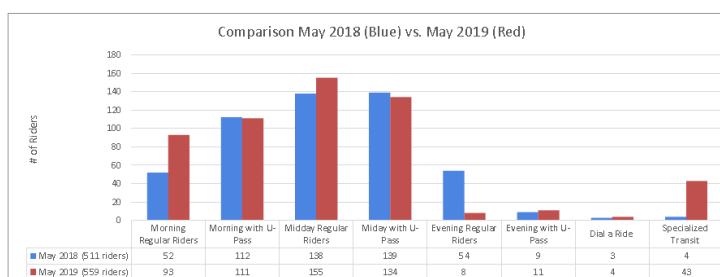
*the committee's required for the Town's Climate Adaptation Plan. After the first ASC Meeting, the Town will have identified more members for the Stakeholder Advisory Committee.*

Lastly, in mid-August the Town participated in the second workshop provided by Niagara Adapts. The workshop introduced participants to key climate change concepts and climate change trends and projections (from global to local). It also introduced participants to the process of identifying potential climate change impacts and risk assessments. A report involving the purpose, scope, objectives and preliminary schedule will be brought forth to Council in September.

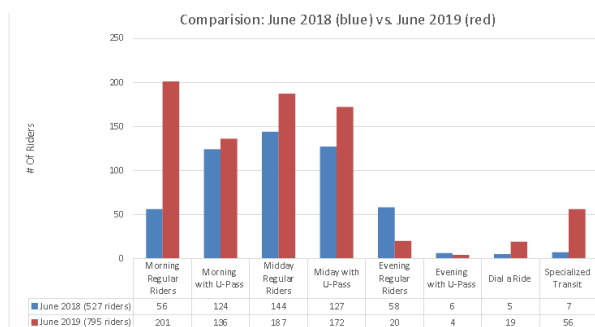
## PELHAM TRANSIT – SUMMER 2019 REVIEW

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

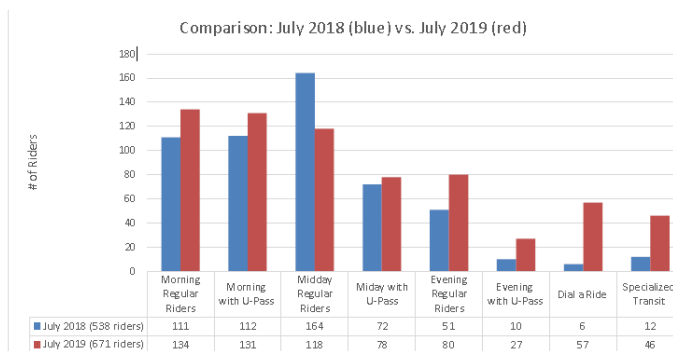
	May 2018 (511 riders)	May 2019 (559 riders)
Morning Regular Riders	52	93
Morning with U-Pass	112	111
Midday Regular Riders	138	155
Midday with U-Pass	139	134
Evening Regular Riders	54	8
Evening with U-Pass	9	11
Dial a Ride	3	4
Specialized Transit	4	43
<b>Total</b>	<b>511</b>	<b>559</b>



	June 2018 (527 riders)	June 2019 (795 riders)
Morning Regular Riders	56	201
Morning with U-Pass	124	136
Midday Regular Riders	144	187
Midday with U-Pass	127	172
Evening Regular Riders	58	20
Evening with U-Pass	6	4
Dial a Ride	5	19
Specialized Transit	7	56
<b>Total</b>	<b>527</b>	<b>795</b>



	July 2018 (538 riders)	July 2019 (671 riders)
Morning Regular Riders	111	134
Morning with U-Pass	112	131
Midday Regular Riders	164	118
Midday with U-Pass	72	78
Evening Regular Riders	51	80
Evening with U-Pass	10	27
Dial a Ride	6	57
Specialized Transit	12	46
<b>Total</b>	<b>538</b>	<b>671</b>

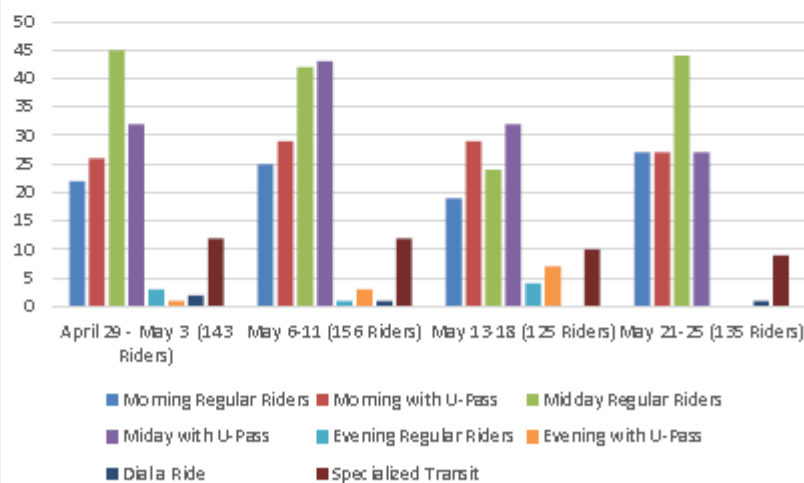




**May 2019 Transit Ridership**

	April 29 - May 3 (143 Riders)	May 6-11 (156 Riders)	May 13- 18 (125 Riders)	May 21- 25 (135 Riders)	Total Riders to Date
Morning Regular Riders	22	25	19	27	93
Morning with U-Pass	26	29	29	27	111
Midday Regular Riders	45	42	24	44	155
Midday with U-Pass	32	43	32	27	134
Evening Regular Riders	3	1	4	0	8
Evening with U-Pass	1	3	7	0	11
Dial a Ride	2	1	0	1	4
Specialized Transit	12	12	10	9	43
<b>Total</b>	<b>143</b>	<b>156</b>	<b>125</b>	<b>135</b>	<b>559</b>

Pelham Transit Ridership May 2019



**PERSONNEL**

The Contingent of Summer Students that began on April 29<sup>th</sup> will finish their summer on August 30<sup>th</sup>. The Beautification team relies heavily on the dedication of summer students to help with Horticulture, Parks Maintenance, Cemetery Operations, and Forestry. For seasonal staff employees will continue on until November 29<sup>th</sup>.

Our employee has transitioned from roads operator to the position of Water/Wastewater Operator to as a succession management initiative in preparation for a retirement in November.

**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