

Town of Pelham Operaitons: COVID-19 Service Levels

Operations Division : Roads

Staffing Levels	Planned			COVID-19			
	FTE	Student	Total	Shift	Student	Total	% Compliment
Operators	5	0	5	Shift 1	0	2	40%
		Division total		Shift 2	0	3	60%

Service		Normal	Covid
Roads Maintenance	Road Patrolling	As per MMS	As per MMS
	Pothole Repair	As per MMS	As per MMS
	Shoulder Drop-offs / Washouts	As per MMS	As per MMS
	Road Base Repair/Asphalt Restoration	Annual program compelted through contract	Tender in development - Not considered an Essential Contract
	Winter Maintenance	As per MMS/Policy S08-13/ Winter Operations Plan	Not anticipated to be impacted
	Winter Damage Repair	Completed in annually in May	According to staff availability - delay likely
	Driveway Culvert Replacement	As Required/Damaged/Failing	As Required/Damaged/Failing
	Road Crossing Culvert Replacement	As Required/Damaged/Failing	As Required/Damaged/Failing
	New Driveway Culvert Installation	As per policy(s) S801-07 & S801-08	Suspended
	Catch Basin Clearing	Pre-rain event as per priority clearing list	Pre-rain event as per priority clearing list
	Culvert Flushing	As Requested	As Requested
	Road Crossing Culvert Inspection >1m diameter	Every 4 years	Suspended
	Roadside Ditching	Annual program compelted through contract	Completed on an as needed basis for emergency drainage
	Sign Retro-Reflectivity Inspection	By-annually (2021)	No impact
	Sign Repair	As per MMS	As per MMS
	Roadside Mowing	Twice Annually (Spring/Fall) as per contract	Twice Annually (Spring/Fall) as per contract
	Roadside Garbage	Within 48hrs	Within 48hrs
	Carcass Pickup	Within 8hrs of notification	Max 24hrs depending on location and size
	Street light Inspections	Inspected Annually	No impact
	Street light repairs	As identified through inpsection or public request	On Hold - No service provider
	Catchbasin Sump Cleaning	Annual program compelted through contract	Normally completed in late summer / fall
Sidewalk Maintenance	Catchbasin/Maintenace Hole Repair	As Required	As Required
	Public Requests for Service	Non-Emergency requests scheduled as per staff	According to staff availability
	Sidewalk Inspections	Annually as per MMS	Scheduled in May
	Sidewalk Repair/Grinding	As identified through inspection or public request	As Requested/Required per MMS
	Sidewalk/Concrete Repair	Annual program compelted through contract	Tender ready, however is on hold until restrictions are lifted by the Province