

PUBLIC WORKS DEPARTMENT QUARTERLY REPORT

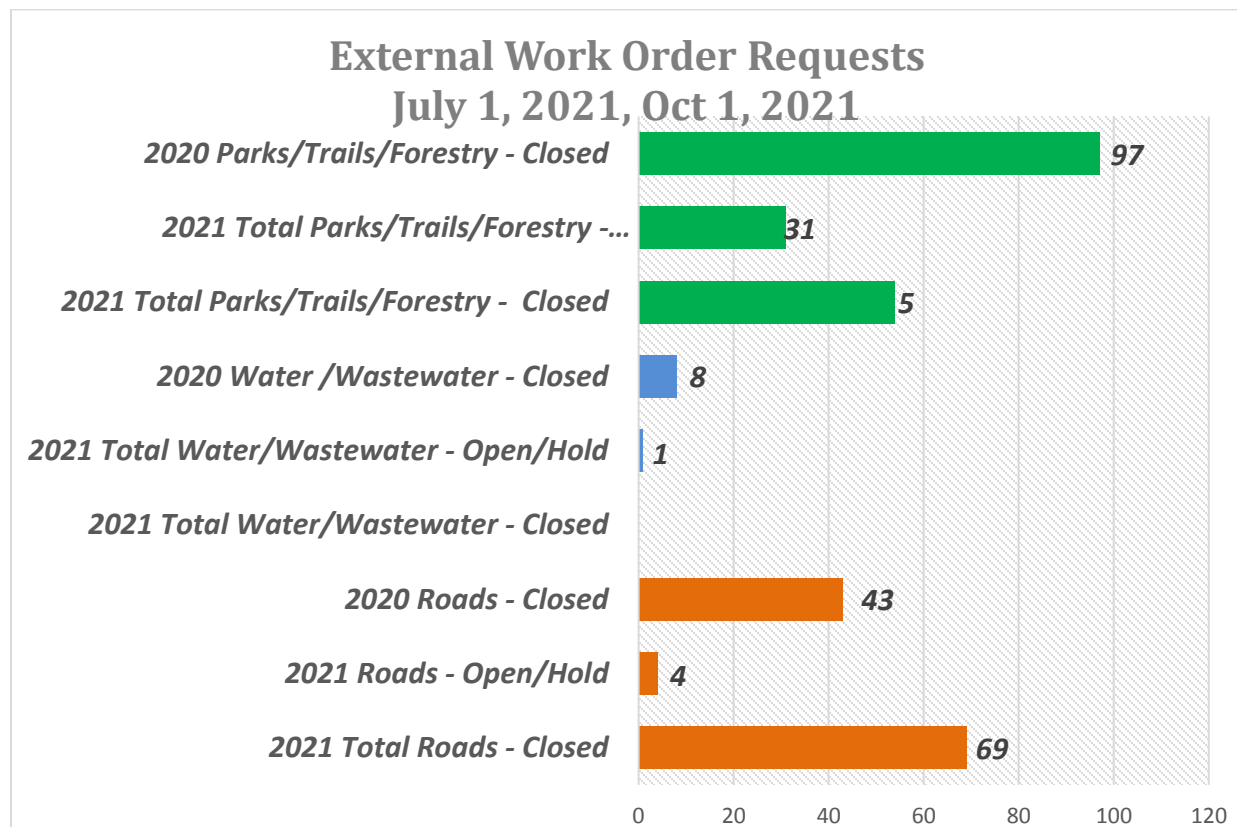
Monday, October 18, 2021

Reporting Period: Public Works Department Quarterly Report for the period: October 2021

Recommendation:

BE IT RESOLVED THAT Council receive the Q3/2021 Public Works Department Report, for information.

Department Overview and Statistics:



ROADS

Roads staff continue to perform maintenance activities identified during routine road patrols as per the Ontario Regulation 239/02; Minimum Maintenance Standards (MMS) for Municipal Highways, passed pursuant to the *Municipal Act, 2001*.

In addition, Roads staff have installed and replaced a number of driveway culverts and road crossing culverts and have repaired washouts after heavy rainstorms. Further, Roads staff keep an eye on plugged catch basins and clear them off as required ahead of a big rain event in order to try and mitigate flooding concerns.

Roads staff continue to concentrate their efforts on patching roads, completing signage improvements, and general road maintenance activities. Hot-mix asphalt and QPR cold patch has been utilized to patch hundreds potholes throughout the Town's transportation system during this period.

Four additional dynamic speed indicator signs have been installed on Effingham, Port Robinson, Merritt, and Canboro Roads as per Public Works Report 2020-0123. This work was completed as part of Capital Project RD 17-21 Effingham Street Safety Signage Improvements. Speed studies have been initiated on Canboro Road in the vicinity of St. Ann School and Pelham Street North.

In the coming month staff will begin to prepare for the Winter Season including the commissioning of the fleet and installation of snow fence.

BEAUTIFICATION

Beautification has been in full swing throughout the summer as grass continued to grow. Turf crews were at capacity keeping the turf cut and trimmed.

Horticulture installed/maintained 58 hanging baskets and 10 annual beds, as well as a complete overhaul of the planting bed in the lower parking lot of Town Hall. In addition, the Horticulture department has installed large annual planters at the MCC, Town Hall, on Pelham St in Downtown Fonthill and in Downtown Fenwick.

The cemetery operations continued to provide services to the public even during the Provincial lockdown. Fonthill and Hillside Cemeteries have had an average number of internments so far this period.

The Forestry Department continues to be very busy throughout this period. In addition to working through individual service requests the Arborist has been

working on pruning in residential areas that require immediate attention prior to start of the prescribed pruning cycle as outlined in the Tree Maintenance Policy S802-01. The Forestry Department has also begun utilizing a GIS based software program to map urban boulevard trees so that Pelham can maintain an accurate database as well as to complete work orders assigned to specific trees. Staff are experimenting and having early success with the implementation of a digital tree inventory and using this software to assign and track work orders.

As well as the above items, Beautification, with assistance from Roads staff have begun improving trail surfaces most notably the section of the Steve Bauer trail between Hwy 20 and Hurricane Road. Roads and Water/Wastewater staff have installed drainage tile header to address wet areas in Harold Black Park as part of Capital Project PRK-04-21. Additional weeping tile leads running from the header will be installed in the near future. The area will be levelled and restored for use in 2022.

WATER/WASTEWATER

Water/wastewater maintenance activities continue throughout the year. Operators perform system pressure monitoring, flush water mains to ensure adequate chlorine residual, and respond to customer complaints or concerns.

The water operators have been working closely with contractors on the Pelham Street South road reconstruction project as well as the commissioning of a large section of new watermain in the East Fonthill development Saffron Meadows Phase 3.

The Town's water operators completed the annual hydrant inspection and maintenance program in accordance to the Drinking Water Quality Management System and have begun the valve maintenance program that will be completed this fall season.

ENGINEERING

The following is a summary of the activities that have occurred in the Engineering Department between August 2021 and October 2021:

Sulphur Springs Rehabilitation – The Sulphur Springs Road Reconstruction project was awarded to Duffin Contracting under a design/build contract. The design-build contractor worked closely with the engineering team and the approval agencies to obtain the permits necessary to undertake the works. The contractor

commenced work at Site 1 (approx. 200 m north of Luffman Drive) on September 7th. The original deadline to complete the work based on the Department of Fisheries and Oceans (DFO) was September 15th. As a result of delays associated with obtaining the required permits through the Niagara Peninsula Conservation Authority (NPCA) and the Niagara Escarpment Commission (NEC) an extension to the in-water working window was granted to October 15th. On September 30th, the contractor finished the in-water works at Site 1, which consisted of the placement of armour stone and rounded river stone at the toe of the slope. The contractor has had trouble with the progression of the work schedule based on the erosion and sediment control measures implemented on-site resulting in non-compliance with the approved permits issued through the NPCA and NEC. To date neither the contractor nor the Town have received a notice of violation with respect to the non-compliance. The contractor continues to work closely with Town staff and the environmental approval agencies to ensure that the restoration of the site is completed in accordance with the detailed project design and the permits that were issued for the project. Based on the work completed to date the contractor anticipates completing Site 1 and re-opening the roadway by the end of November. Site 2 will commence in July of 2022 once the contractor is permitted to work within the watercourse. (See Appendix A - Project Photographs).

Pelham Street North – Works for this project are complete with the exception of final pavement marking, which is scheduled for the week of October 12th, weather permitting. Engineering and Public Works staff engaged in a warrant study to determine if a 3-way stop is required at the intersection of Pelham Street North and Shorthills Place based on a petition received from the local residents. It was determined that a 3-way stop controlled intersection was not warranted at this location based on the study. Staff will continue to monitor the traffic and pedestrian movements at this intersection and if a 3-way stop controlled intersection is required, it will be installed with crosswalks.

Pelham Street South – The Town has received Federal and Provincial funding towards completing a total reconstruction of Pelham Street to the Town Boundary south of Welland Road. The works include new storm sewers, updates to existing water mains, as well as new curb, asphalt, the construction of on-road bicycle lanes and new sidewalks. Design for this work was originally completed in 2013. Staff prepared an RFP for an engineering consultant to confirm the existing design and update it in accordance with current standards. Engineering works for this project were awarded to Associated Engineering, which completed design for Phase 1 of the project (College Street to Port Robinson and Pelham Street intersection) and Phase 2 (Port Robinson Road to John Street).

The design for Phase 1 was tendered in the fall of 2020 and was awarded to Rankin

Construction Inc. Work for Phase 1 commenced November 2020, and is now complete. Phase 2 of the project was tendered and awarded to Rankin Construction, which commenced on-site works in June 2021. The works include complete urbanization of Pelham Street including new curb and gutter, new sidewalks, new storm sewers and new watermain. This section of road will also receive dedicated 1.5 m on-road bicycle lanes in both directions. In addition, because the intersection at Port Robinson Road and Pelham Street experiences high traffic volumes and given the fact that it is within a school zone particular attention has been given to ensure it is designed with pedestrian safety in mind while accommodating all types of active transportation.

The contractor is progressing well with the schedule. At the time of writing this report, the underground storm sewers and watermain have been completed and road reconstruction has commenced.

It is anticipated that the project will be substantially complete (including concrete curbs, sidewalks, and base course asphalt) prior to the end of the calendar year.

Road Base and Patching Repair Program – This program was Tendered and Awarded to Circle P Paving. The purpose of this annual program is to preserve the condition of the pavements and extend the pavement life. This was a recommendation made in the recent 2019 Pavement Condition report prepared by ARA Consultants. Repaving of the parking lot of Fire Station #3 was also included in the scope of work for this project to facilitate drainage improvements. Work for this program concluded on October 1st, 2021.

Road Rehabilitation and Resurfacing Program (2021) – This program has been tendered and awarded to Walker Construction. Engineering staff worked with Public Works Operations staff to determine a list of road candidates for resurfacing. Criteria for road selection was based off the Pavement Condition Index Report as well as roads that are on the cycling route for the 2022 Canada Games. The roads that are to be resurfaced under this contract are: Foss Road between Victoria Avenue and Church Street, Cream Street between Tice Road and Metler Road, and Metler Road between Hansler Street to approximately 900m west of Effingham Street. Work has commenced and the contractor anticipates this project being complete prior to the end of October.

Concrete Repair and Replacement Program – This program has been tendered and awarded to Sacco Construction. Scope of work for this project involves repair and replacement of cracked or deficient sidewalk panels and curb at various locations throughout Town. Work is currently ongoing, and is expected to be completed by mid-November, 2021.

Sixteen Road Bridge Replacement Program – This project was tendered and awarded to Rankin Construction. ELLIS Engineering, the design consultant, completed Contract Administration and inspection services throughout the course of construction. The scope of work for this project involved replacing two large elliptical culverts under Sixteen Road east of Balfour Street. Work commenced early August and the project obtained substantial completion on September 22nd; 1 week earlier than anticipated. The project also came in approximately \$17,000.00 under budget thanks to the strong working relationship and communication between the Town, Rankin Construction, and ELLIS Engineering.

Roadside Ditching Program – This program has been awarded to CRL Campbell and includes ditching of approximately 14km of roadside ditches. This program is anticipated to be completed by mid-November, 2021.

Station Street Storm Pond Rehabilitation – This project has been awarded to Duffin Contracting Inc. The commencement of the project has been delayed as a result of receiving permits from the NPCA and permission to enter and gain access over a hydro easement that runs between Station Street and Cataract Road directly adjacent to the storm water pond outlet. The contractor is continuing to work with the design consultant, Town Staff and Hydro One to get the approvals necessary to gain access to the site and complete the work. It is anticipated that the construction will commence in the spring of 2022 and will be completed in the summer of 2022.

Foss Road Sanitary Sewer Design Upgrades – This project is currently at 90% design stage with GHD. However, there have been some challenges with regards to the CPR crossing, which is delaying the finalization of design. Coordination with relevant agencies is being conducted in order to bring this project to completion and be construction ready. Staff are working diligently with the consultant to determine the most cost effective method of installing the sanitary sewer under the CPR right-of-way. The preferred method of crossing the tracks will be a trenchless method using either a jack and bore method or a micro-tunneling method. In order to complete, the installation using one of these trenchless methods there will be significant de-watering required. Council approved \$1.3 M to construct this project as part of the 2020 Capital Budget. As a result of the above challenges and revised scope of work there will be increased costs to complete the project as previously reported to Council in council report 2021-0144. The additional costs to complete the work is estimated at \$2,100,000.

Church Street Sanitary Sewer Design Upgrades – This project is currently at 90% design with AE and is currently being updated with Public Works' review comments. Similar to the Foss Road project there will be challenges associated

with crossing the CPR tracks. It is more than likely that a similar trenchless method of installing the sanitary sewer under the CPR right-of-way will be required. The additional cost to complete this project is estimated at \$752,000. It is anticipated that this project will go to construction in 2022 pending budget approval in the 2022 capital budget.

In addition to the current capital projects, 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. Further, 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 with other Town departments for assistance. Engineering staff are also participating in the development of the Niagara Region Stormwater Management Guidelines. The Guidelines are at 70% Draft Stage and are currently being reviewed by other Departments at the Town.

CORPORATE CLIMATE CHANGE ADAPTATION STRATEGY AND ADAPTATION PLAN

The Climate Change Coordinator presented the Town's Climate Change Adaption Plan at the regular council meeting in June and it was unanimously endorsed. Town staff will now be focused on working on a range of adaptation and mitigation policies, as well as, looking into amendments to the Town's Engineering Design Guidelines.

Constituent Concerns and Issues Arising:

On September 7th the Town officially re-opened its doors to the public. As a result, the current work from home arrangement ended and staff are now working from the office on a regular basis.

In addition, the schedule for the public works staff operating out of the Tice Road Operations Centre has shifted back to the regular 7 am to 3:30 pm workday. During COVID 19 protection measures and during the lockdown the public works staff were working through the lunch period on the job site in order to limit and mitigate the interaction of employees at the yard. Staff continue to apply social

distancing strategies and wear proper PPE when working in close proximity to other town employees, contractors, and suppliers.

Employee Updates:

The Climate Change Coordinator resigned from the position in August. This position was being funded from a grant received through the Federation of Canadian Municipalities (FCM), which was set to expire in December of 2021. As a result, it was decided not to fill this position and instead use the employee savings to further the implementation of the climate change adaption plan approved by Council.

Council recently approved the recruitment of a new Engineering Technologist position for the Engineering Department. Human Resources is currently in the process of filling this position within the department.

Grants, Concerns, RFPs, Agreements:

Please see Corporate Services report regarding contract assignments and grant submissions and approvals.

Meetings:

The following meetings were attended by Public Works staff:

Public Works Officials Meetings