



Monthly Activity Report

TO: Mayor and Council

FROM: Alyshia Neuman- Manager of Works and Operations

DATE: May 14, 2021

RE: **Monthly Activity Report – May 2021**

APRIL-MAY ACTIVITIES:

Water Treatment and Distribution:

- April 11- WTP interior Painting
- Drain Valve found to be leaking more than usual- inspection took place and aerator hose was jammed in the valve. Testing for leaks was conducted on April 30th and found to dropped 17 inches in 4 hours. Quotes are being obtained for replacement.
- Hydrant Flushing and Valve testing May 3rd- May 14th
 - Being extended to May 21 due to water levels in the water treatment plant
- Driplines being turned off starting May 17.

Wastewater Treatment and Collection:

- Selected storm drains being measured for replacement- Supplies Ordered.
- Lagoon Dispersal May 3- End users were notified April 27.
- Lagoon Sampling week of May 10th

Outside Services:

- Battalion Park Beautification and walking path harrowing to remove weeds and mulching, there will also be spraying to pack down the walking path again.
- Battalion Park Gazebo staining and picnic table placement
- Battalion Park raised flower bed construction.
- Kennedy Tree Chipping and clean up
- Gravel Road prep for Dust suppression scheduled tentatively for the end of May beginning of June.
- Grass cutting logs and all equipment is prepped to start.
- Tree Chipping West side May 27th
- Tree Chipping East Side May 28th
- Coal Mix delivery week of May 10th

Facilities:

- Public Works Shop scheduled for yard cleanup May 25th and May 27th
- Insurance Inspection for the Aquatic Center April 30th.
- Fitness Center reno's May 17-May 21
- Campground open May 21 with prep on May 20th

- Town Office painting of offices
- Sportsground Open and diamond harrowing 1x per week dependant on games being scheduled.

Other:

- Staff
 - Interviews for Parks/Rec 1 & Pub Works 1
 - Works O shop meeting April 29th
 - New staff Parks/Rec 1 & Pub Works 1 Orientation
 - Foreman 6 month review
- Training:
 - Pesticide Application Course for Melvin and Alyshia- In Progress
 - Water Treatment Training for Pub Works 1x per week for 1 hour scheduled for after hydrant flushing.
 - WHMIS 2015 for new staff- being scheduled tentatively May 19th
- Fall Arrest equipment has arrived and stored
- Reflective shirts with Town logo-ordered awaiting pickup.
- Resolution 057-21 Customer follow-up
 - Still seeing discolouration from iron at least once per week.

PRIORITIES FOR June 2021

- Flower bed prep
- Curb Painting
- Town Cleanup
- Grass Cutting and logging
- Park maintenance
 - Tree planting
- Placement of tables in parks
- Garbage Can placement
-

REQUEST FOR ACTION/DIRECTION/CLARIFICATION

- None Currently