



MEMORANDUM

FROM: Administration
TO: Public Works Committee
SUBJECT: Public Works Committee Meeting

A meeting of the Public Works Committee will be held on:

Tuesday February 21, 2017 @ 8:30 a.m.

R.M. Council Chambers

AGENDA

1. Call to Order
2. Adopt Agenda
3. Public Works Carry forward Action List
4. Public Works Director's Report
5. Public Works Annual Report
6. Custom Works Rate Increase
7. Adjourn

Public Works Carryforward Action List - CURRENT

Nov. 10, 2014	Corman Park Whistle Cessation	<ul style="list-style-type: none"> • The RM of Corman Park has been pursuing anti-whistling measures at railroad crossings along the CN Railroad from Range Roads 3041 – 3045. • 6 crossings along the Watrous Subdivision have been assessed for whistle cessation purposes • June 7, 2015 Council approved CIMA conduct a railway Safety Assessment on the 6 railway crossings • Sept. 14, 2014 CIMA Safety Assessment complete and report presented to Council • Oct 5. 2015 – Associated costs to bring railways into compliance for whistle cessation were presented to Council and were deemed prohibitive and RM would not proceed with the Whistle Cessation process • Nov. 9, 2015 – Correspondence received from area ratepayers encouraging Council to re-consider their decision, citing minor discrepancies/findings in CIMA’s report – CIMA’s report sent back for review and corrections where applicable. • Dec. 14, 2015 – Update given to Council regarding the discrepancies in the Safety Assessment Report. Determination that 4 of the 6 crossings were still to be considered for compliance for Whistle Cessation as in-house costs to bring 2 of the 4 crossings into compliance had now been minimized • Jan. 15, 2016 – Letter and Safety Assessment Report sent to CN requesting that the Rural Municipality (RM) of Corman Park No. 344 wishes to pursue whistle cessation along several railway grade crossings south –east of Saskatoon, SK., located along the CN Watrous Subdivision Line • May 16, 2016 – Update: CN has reviewed the safety assessment and has some issues with the report and are contacting CIMA directly for the required revisions. • September 9, 2016 – Update: CN is unable to accept the submitted Safety Assessment completed by CIMA and are working with CIMA directly to get the proper regulatory requirements in place before submitting the report to Transport Canada. • December 5, 2016 – Update from CIMA – They have not yet received the additional documentation they requested from CN in previous correspondence. Once the information has been received from CN, CIMA will move forward to assess the full level of effort it will require for them to modify the current report to the revised format that CN has requested. • December 22, 2016 – Administration has been communicating with alternate channels of CN to further the whistle cessation process. • Feb. 15, 2017 – Administration met with CIMA to determine what is required to complete the report
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Public Works Carryforward Action List - CURRENT

April 17, 2015	Asquith Landfill Closure	<ul style="list-style-type: none"> • Council was presented correspondence from the Town of Asquith, notify the R.M. and area residents of the Nov 15th closure of the Asquith landfill located on the NE 8-37-9-W3. • Administration is to further investigate options for future waste disposal for area residents. • Nov 9, 2015 – Clr. Don Lysyshyn from the Town of Asquith attended the Administration Committee meeting to address the closure of the Asquith Landfill. The R.M. and Town continue to work on determining waste disposal options of the R.M. area residents. • Dec. 7, 2015 – Deadline of Dec. 31, 2016 set to have a facility or arrangements in place for waste disposal/recycling near the former Asquith Landfill site. • Exploration into alternate locations for a transfer station are being investigated • July 5, 2016 Administration applied to the Recycling Infrastructure Grant Program managed through SARM for funds to put towards the future purchase of a compound perimeter fence for the RM’s new transfer station. Notification was received in late July to say that the RM had received funding. • July 22, 2016 – preferred site location selected. In negotiations with landowners. • October 3, 2016 – Administration is looking at other suitable locations. Unsuccessful. • November 9, 2016 – Administration to send a request to Asquith Mayor and Council for permission to set up a temporary Transfer Station on the old Asquith Landfill site. System to be “Pay per Use” • November 14, 2016- Response from Town of Asquith in regards to November 9th request- Town would like to sell Asquith Landfill site to the RM • November 15, 2016 – Response letter to Town of Asquith- RM not interested in purchase only interested in temporary site use for Transfer Station which would be beneficial to the Town of Asquith as well as area residents • Dec. 5, 2016 – awaiting response from Asquith Council regarding Nov. 15th correspondence – Asquith Council does not meet until December 14, 2016 • December 15, 2016- Correspondence from Town of Asquith. The Town is looking to subdivide the property. Planning has sent a letter requiring that property needs to be re-zoned and a CDR will be required. • Feb. 15, 2017- Planning has been in discussion with the Town of Asquith for submission of their proposed plan for a Transfer Station.
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Public Works Carryforward Action List - CURRENT

Sept 21, 2015	GPS Solutions	<ul style="list-style-type: none"> • Request brought forward regarding the installation of GPS units in municipal equipment • Administration to investigate the cost of installing GPS into municipal equipment. • At the April 4th meeting Council deferred the GPS quotes until the presentation can be reviewed by the new Public Works Director who is anticipated to start on May 3, 2016 • May 16, 2016 The Director of Public Works is presently reviewing the proposals • June 29, 2016 Director of Public Works is waiting for more information from one of the potential GPS providers • August 24, 2016 received information from supplier. Awaiting feedback from surrounding R.M.'s regarding the usage of GPS systems. • November 14th Committee Item • November 21, 2016 – Council made motion that Phase 1 (Installation of GPS System in all Graders) be implemented in 2017 with TEXT2CAR • Jan. 30, 2017 – GPS equipment ordered.
Jan. 12, 2016	“Ice Road” – Division 1	<ul style="list-style-type: none"> • Concerns from the area residents of Division 1 regarding the repair and buildup of the portion of TWP354 and RR3041 known as the “ice road” • Administration to bring forward solution and cost to build up this portion of road • June 27, 2016 Council went on a bus tour of the RM and reviewed the location of the ice-road • September, 2016 - Awaiting potential information on PDAP claim • November 17, 2016 – Field Survey of area contracted out • December 23, 2016- Confirmation from PDAP that an extension has been granted until August 31, 2017 to have work completed on project #27. • Feb. 8, 2017- PDAP reviewing design to determine if project still meets PDAP funding requirements.

Public Works Carryforward Action List - CURRENT

Jan. 12, 2016	Power Generator-Grasswood	<p>Permission granted to Tender one (1) NFPA 110, engine generator for the Grasswood water system.</p> <ul style="list-style-type: none"> • Tender to be advertised on SaskTenders website for Friday, April 15, 2016, and to be closed Thursday, May 5, 2016. • Tender documentation being prepared by Catteral & Wright • June 30, 2016 Catteral & Wright are awaiting SaskEnergy's quote for installation of gas line • August 5, 2016 - Received SaskEnergy quote. Public Works directed Catterall & Wright to proceed with tender without gas line installation. • September 26, 2016 tender posted on SaskTenders website. Tender closes October 13, 2016 at 2:00PM • Oct. 13, 2016 – 5 compliant bids received. Awaiting tender award by Council at November 7, 2016 meeting • November 7, 2016 Council- Tender award to Con-Tech General Contractors Ltd for a contract price of \$70,881.13. • 1Generator to be installed in spring of 2017 • Item to remain on Action List until completion of contract
April 4, 2016	Moon Lake Irrigation Project	<ul style="list-style-type: none"> • Administration received notice from the Ministry of Agriculture concerning the condition of two culverts located below Provincial Highway Grid #762 at SE 14-35-6W3 and SW 15-35-6 W3. These culverts have been inspected by the Ministry of Agriculture and it has been determined that there are significant structural issues with them that need to be addressed. • Awaiting Council recommendation to apply to the Irrigation Structure Repair and Replacement Program through SARM • June 24, 2016 Application sent to SARM for project assessment. • Awaiting SARM's decision on project funding • September 1, 2016-Funding approved. Awaiting further details. To reconvene at the September 19, 2016 Council. • Dec. 7, 2016 – Awaiting final design report on the 1A-05 location • December 13, 2016- Design Report & Tender documents received. Waiting on 2017 Construction Season to tender project.
May 19, 2016	Boundary Welcome Signs	<ul style="list-style-type: none"> • Council suggested that Administration inquire as to the cost of installing boundary welcome signs along major highways exiting Saskatoon. • Committee to be set up to help to come back with recommendations to Council • December 5, 2016- investigation into where boundary area signage to be installed. Council to review sign placement at December 12, 2016 Committee Meeting.

Public Works Carryforward Action List - CURRENT

		<ul style="list-style-type: none"> • Dec. 22, 2016 – Administration to investigate the cost of 22 2-post welcome signs that will contain the RM logo to be posted along major roadways when entering into the RM jurisdiction and bring back total cost, to be brought forward as part of the 2017 budget discussions. • Communicating with MOHI to confirm sign specifications • Jan. 24, 2017 – Admin reviewing sign specs and nest steps
June 20, 2016	Gordie Howe Recognition	<ul style="list-style-type: none"> • Reeve Harwood put forward a motion that Administration investigate the birth place of Gordie Howe and once determined that a portion of the road by the property be named Gordie Howe Road. • Aug 3, 2016 – Administration continues to investigate the homestead of Gordie Howe. • Sept 12, 2016 – Council passed a motion to that administration contact the Howe family to confirm that they are comfortable with Council’s intentions to honor Gordie Howe and to investigate the erection of a monument and/or the naming of a road in his honor. • Sept 22, 2016 – Administration contacted the Howe Foundation, no response to date. • Oct 12, 2016 – A reply was received from the Foundation stating that the Council’s intentions were appreciated and advised as to the birth place of Gordie Howie, Section 15-35-4-W3. • Oct 17, 2016 – Council directed that Administration undertake a 1 mile mail-out public consultation to determine what would be an appropriate recognition of the birth place of Gordie Howe, the erection of a monument and/or the naming of the road in his honor. • Nov. 21, 2016 – Council Created Honor Committee regarding the determination of recognition in honor of Gordie Howe. • Jan. 10, 2017 – Letter sent out to area residents for input into type of recognition for Gordie Howe. Deadline for responses is February 28, 2017
July 11, 2016	Dalmeny Access and Highway #16 rumble strips	<ul style="list-style-type: none"> • Nov. 7, 2016 – Council directed a request be forwarded to Minister of Highways, Premier and local MLA’s, for installation of rumble strips at the intersection of the Dalmeny Access Highway and Highway #16. • Nov. 21, 2016 – Request sent to individuals as recommended by Council at the Nov. 7, 2016 meeting • January 9, 2017 Committee Item • January 27, 2017 correspondence from MOHI confirming the location would benefit from the installation of the strips. MOHI requests that the RM confirm their approval of rumble strip installation which would take place this winter. • Feb. 13, 2017 – Council to send response to MOHI confirming approval of rumble strip installation.
Nov. 5, 2016	Water Tank Fill Conversion	<ul style="list-style-type: none"> • Public Works has explored various options to modify the current tank fill units to a more user-friendly operating system. An alternative to the present coin-operated tank fill would be to convert the systems to a prepaid fob system. Thereby, eliminating the need for meter monies and

Public Works Carryforward Action List - CURRENT

		<p>reducing repair costs on the units. Public Works has since sourced information regarding the fob-use method.</p> <ul style="list-style-type: none"> Nov. 5, 2016 – Council moved that the 33rd St Shop Water Station be converted to a fob system after the May 2017 long weekend
Dec. 19, 2016	Unlicensed Equipment Permits	<ul style="list-style-type: none"> Administration has contacted the City of Saskatoon Permit Office to determine their policy on the movement of unlicensed vehicles on city roads. The city has provided the RM a copy of Policy No. C07-019 “Traffic Bylaw Special Permits” the Policy has been in effect since September of 2007 but has only been enforced since January 2016. Administration has obtained the necessary Annual Unlicensed Equipment Permit#:1838/16, for our entire grader fleet. Permit will expire 12/31/2017 Administration is investigating an exemption for permitting of the mower fleet.
Dec. 19, 2016	Corman Park Industrial Drainage	<ul style="list-style-type: none"> The Public Works Committee presented a report revisiting the proposed drainage plan for the Corman Park Industrial area. The project consists of approximately 725 meters of ditching which will tie into the existing drainage to allow for runoff from the Industrial holding pond to maintain its holding capacity. 3 options were presented and Council determined that Option # 3 should be explored. (Utilizing the Martensville Lagoon discharge line as a catch basin) Dec. 1 2016, the Dir. Of Public Works and the Superintendents reviewed the site. Dec. 19, 2016 – Council direction to initiate an official agreement with the City of Martensville for utilization of the lagoon discharge line and to complete preliminary engineering on the Corman Industrial Park drainage project.
Dec. 20, 2016	Gravel Crush & Stockpiling Tender	<ul style="list-style-type: none"> Tender for 2017 Gravel Crush and Stockpiling was placed on SaskTenders website on Dec.20, 2016. Tender to close on January 12, 2017 at 2PM with a Public Opening. Jan. 13, 2017 Tender awarded to Mocon Construction – Crush and Stockpile to be completed by March 17, 2017
January 6, 2017	Tender for Supply Haul and Spreading of Aggregate	<ul style="list-style-type: none"> Tender for the supply and hauling of aggregate in the vicinity of Saskatoon- specifically the area between HWY #16 and HWY #11 and Lutheran Rd. On SaskTenders website on January 6th. Tender to close on February 2, 2017. Feb. 2, 2017- 9 bids were received with one irregular bid and 1 non-compliant bid Feb. 13, 2017 Tender awarded to Mocon Construction
January 9, 2017	Tender to Supply Grader Blades	<ul style="list-style-type: none"> Tender to Supply Grader Blades for the 2017 year was placed on the RM website and SaskTenders, Closing date for tender was February 7, 2017 10 bids were received Feb. 13, 2017 Tender awarded to Brandt Tractor Ltd.

Public Works Carryforward Action List - CURRENT

February 13, 2017	East Floral On-Ramp	<ul style="list-style-type: none">• With the current Highway No. 16 twinning project almost complete, the Developer of the East Floral Industrial Park initiated the discussion to add an on-ramp for traffic leaving the Industrial Park on TWP360.• Associated Engineering provided Administration & MOHI with a preliminary plan for the on-ramp configuration and the Developer is has proposed that cost of construction be shared equally amongst the RM, MOHI & the Developer. Estimated project cost \$100,000.00• Feb. 13, 2017 Council received the item concerning cost-share of on-ramp construction as information.
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Council Presentation Item

February 21, 2017

Reeve and Councillors

Re: Public Works Director's Report

Please find attached a copy of the Public Works Director's Report, highlighting the current projects underway.

See attached.

Recommendation:

That Council receive the Director of Public Works Monthly Report as information.

A) Staffing:

- Outside staff is minimal at this time of year to handle road maintenance, gravel stockpiling and equipment repairs. Additional staff are called in as required to assist with snow removal and salt/sanding.

B) Road Maintenance:

- RM currently has four full time annual grader operators on for when snow removal is required.
- Brush clearing- Currently working on clearing Right of Way from Valley Rd East along TWP352 (0.7miles). Labor Crew composed of urban camp with between 5 and 20 workers (at no cost to the RM) and one public works employee looking after equipment and ensuring that cutting remains within the marked boundaries
- Gravel:
 - ST173441 Tender work- Crushing of material has begun. Mocon started in early February. Tendered quantities are 52,000 yds³ of Type 106 Traffic Gravel and 10,000 yds³ of Type 102 Traffic Gravel.
Material being crushed in Mocon's pit near Blackstrap Lake in the RM of Dundurn.
Progress to date has been very slow due to equipment breakdowns.
 - Public Works has finished hauling seal coat aggregate from Vonda pit to the Haight shop.
 - Public Works is hauling traffic gravel from the Vonda pit to the Haight shop.
- Road Construction – No current projects
- Asphalt Repair – No current projects
- Mowing – No current projects

C) Tenders:

- ST173441 Tender – Gravel Crush & Stockpile Tender awarded to Mocon and has been started.
- ST173442 Tender – Gravel Haul & Distribution in Divisions 6 &7 awarded to Mocon.
- 2017 Grader Blade Tender is now closed – Awarded to Brandt Tractor Ltd.

D) Shop & Equipment

- S17 -1990 Cat Scraper Model 627E currently has logged over 24,914 equipment HRS. This unit needs to be split in half in order for work to be done involving the repairing and replacement of neckpins in ride cushions. This job poses a safety risk for PW to continue operating, therefore unit has been sent to Finning to have repaired in the slower season.
- GPS Equipment has been ordered from Text2Car. Equipment will be installed in the graders and mowers.

E) Water Works

- 33rd St water fill tank station will be receiving an upgrade to an electronic fob system to replace the existing coin operated system. Conversion is scheduled to take place after the May long weekend. Notification and signage will be posted ahead of time.

Respectfully Submitted,

**Craig Habermehl
Director of Public Works**



Council Presentation Item

February 21, 2017

Reeve and Councillors

Re: Public Works Annual Report

Please find attached a copy of the Public Works Annual Report, highlighting the 2016 year in review of the Public Works Department of Corman Park.

See attached.

Recommendation:

That Council receive the Public Works Annual Report as information.



Annual Report - 2016

Public Works Department

RURAL MUNICIPALITY OF CORMAN PARK NO. 344





STAFFING – 2016

Office Staff

Craig Habermehl – Director of Public Works

Karin Kirkland – Public Works Clerk

Alicia Chenier – Public Works Clerk

Field Supervisors

Blake Peters – Superintendent

Mark Lim – Superintendent

Field Staff

ARNESON, MICHELLE	GRADER OPERATOR
BAHT, AMANDA	GRADER OPERATOR
CAREY, ROBERT	GRADER OPERATOR
CHRISTIANSON, ERVIN	JOURNEYMAN MECHANIC
EDMISON, ELDON	GRAVEL TRUCK DRIVER
FULLAWKA, RANDY	CONSTRUCTION FOREMAN
HOOK, RON	GRADER OPERATOR
HUBBS, SCOTT	LABOURER
KNAPP, KIRK	GRADER OPERATOR
LILLIES, ROBERT	GRADER OPERATOR
LANDRY, BLAYNE	MOWER OPERATOR
LORENZO, DEAN	ROAD SIGNS/WATER
MANYK, HEAVEN	MOWER OPERATOR
MATOVICH, GREG	DOZER OPERATOR
MCRAE, LIONEL	MOWER OPERATOR
NEUDORF, JASON	GRAVEL TRUCK DRIVER
O'HARA, ANDREW	LABOURER
PENNER, MERVIN	MECHANIC
PILLIPOW, JENNIFER	MOWER OPERATOR
PRESTUPA, LARRY	GRADER OPERATOR
REID, GERALD	GRADER OPERATOR
SHERIFF, VIRGIL	SCRAPER OPERATOR
SLATER, BRYAN	SCRAPER OPERATOR
STRATTON, DUSTIN	ASPHALT TRUCKER
TAYLOR, RON	GRADER OPERATOR
TORNBERG, WAYNE	LABOURER
TURCHYN, ALEC	GRADER OPERATOR
WIEBE, DOUGLAS	CONSTRUCTION ASSISTANT
ZELINSKI, BRENT	ASPHALT LEAD HAND

Public Works Department

Public Works provides and manages a number of services to the ratepayers of the R.M. Public Works employees work out of four different shops – Lutheran Shop (main shop), Warman, Park and Haight shops (satellite shops) as well as the RM office on Pinehouse Drive. The RM encompasses over 800 square miles, including over 1,030 miles of road: 82 miles of paved road, 54 miles of Chipseal road and 894 miles of gravel road.

A new Director of Public Works was hired in May to fill the vacancy from last fall. Craig Habermehl brings with him a wealth of experience, including time with the Ministry of Highways, and most recently with Associated Engineering where he has managed a number of large projects, including the Highway 16 Twinning Grading east of Saskatoon. Craig is a Professional Engineer with a great deal of experience in road construction, gravel and aggregate sourcing, testing, and specifications, as well as numerous other skill sets that will allow him to be a great part of the R.M.

Our Public Works team is made up of hard-working dedicated individuals. Last year two employees received 3 year service awards, one received their 5 year and another received their 15 year award. We also had two individuals receive their 20 year service awards.

Road Projects:



Construction Projects:

In 2016, Public Works completed a list of projects on roads that were previously flooded or required rebuilding. The following table shows the completed projects:

In -House Projects Construction (2.1 miles)	Major Contracted Projects
New Shop Site	Pavement Construction Road Projects (5 miles)
Constructing parking areas and internal roads	East Cory Industrial Park: Surfacing – 2 miles
Constructed internal roads	Valley Road Paving – 3 miles
RR3064 from TWP372 north and south approx. 1 mile road build up.	Mulching (6 miles)
RR3080 south of HWY #16 to TWP392 for 0.5 miles road build up.	TWP390 from RR3062 west for 2 miles to RR3064
Seal Coat Projects (6.5 miles)	RR3053 south of TWP392 for 1.5 miles
Hamlet of Grasswood: North – Eleanor St; Hill St; Caron Cres.; Middleton Rd (2.1 miles) ; South – Parklands Rd & Prairie Lane (1.3 miles)	TWP381 from HWY #11 east for 1.5 miles
Wood Meadows - all internal roads (0.7 miles)	TWP374 from RR3045 east for 1 mile
Casa Rio East – Mandalay Dr. & Bay (1.4 miles)	
Eagle Ridge access (1 mile)	

Mowing Program and Other Services

The RM mowing program operates on a four (4) year rotation whereby, each of our ten zones receive a full-cut every four years on rotation.



Gravel Program:

Each spring the gravel program for the year is planned out and is generally contracted out during the months of May through June, following the lifting of Spring Road bans. Some items for gravel consideration include: outstanding projects from prior years, ratepayer requests, the year the gravel was last applied and the existing gravel condition of the road, relative to the type and amount of traffic.

In 2016 the RM contracted 44,479 yds³ of Traffic Gravel which was distributed over 129 planned projects, encompassing 286 miles of road. Additional projects used 10,582 yds³ of Traffic Gravel.



Road Grading:

The R.M. of Corman Park has 10 Grader Zones and a dedicated operator and grader are assigned to each zone. Grading in all zones is based largely on Mother Nature. If Mother Nature cooperates and conditions stay dry, and favorable, the graders are out in the zones on a target rotation (anywhere from 2-3 weeks), with our high-volume roads receiving grading more frequently. Should the weather conditions become not so ideal, (rain, sleet, or snow) and the roads become soft and compromised, this results in a restart to the rotation, with the main roads being graded first. Roads designated on the map as summer roads or undeveloped roads are not maintained.



Road Maintenance / Haul Agreements:

The purpose of road haul agreements/permits is to recover costs associated with the depletion of municipal roadways due to increased traffic by established developments on established routes.

There are four types of agreements, Declared Quantities, Flat Fee, Ag Producer, or 10 Tonne Exemptions. Overweight Permits are also issued for single or multiple trips, once haulers verify the various components of their haul request (product/volume/route/hauling configuration/Gross Vehicles Weight/ tire size etc.) Approval is then made in consultation with the Public Works Department to appropriately match hauling requests with either transportation network capacity or the avoidance of vulnerable sections of the network (ie: thin membrane surfaces or roads that are currently compromised as a result of extreme moisture conditions or inclement weather.)

Once a route and an understanding of what is going to be hauled has been determined an agreement is drawn up, signed and executed. A copy of the agreement is retained by both parties, for their records. (1 for the Hauler and 1 for the R.M.)

Extended revenue from our Declared Quantity and Flat Fee agreements also help to supplement the roadwork and maintenance costs necessary for the upkeep of the RM roadways. A sample of collected revenue is listed below for the past 3 years. In 2015 a heavy construction year showed a larger revenue period for the RM as the gravel used for the Highway #16 Paving Project came from within the RM boundaries. In 2016, the smaller revenue capture was a consequence of gravel used for the Highway#16 Paving Project coming in from other rural municipalities.

Year	Summer Haul	Winter Haul	Extraction Fees	Flat Fees	Total
2014	\$ 167,607.82	\$ 126,665.19	\$ 58,299.07	\$ 46,053.31	\$ 398,625.39
2015	\$ 420,512.28	\$ 65,889.65	\$ 91,516.26	\$ 47,530.11	\$ 625,448.30
2016	\$ 215,800.01	\$ 35,782.52	\$ 60,791.38	\$ 62,143.11	\$ 374,517.02

The Corman Park Police Service actively enforces road maintenance agreements/permits on Municipal roads, in collaboration with Provincial Highway Traffic Officers. The Municipality also has Vehicle Weight Management and Road Restriction Bylaws to legitimize and regulate roadways that have been approved by Council to facilitate activities requiring Primary Provincial Highway Weight Standards as they protect roadways that have been placed under Orders to limit their hauling weight standard.

The following table indicates the number of agreements/permits issued over the past three years:

Permits/Agreements	2014	2015	2016
Declared Quantity	26	30	23
Flat Fee	16	17	30
Ag producers	95	66	66
10 Tonne	22	21	20
Overweight	204	208	176
Total	363	342	315

Custom Work:

Custom Work applications for custom mowing, grading of private driveways and winter snow removal are completed by ratepayers and submitted to the Public Works Department. Rates for work done are based on equipment rates and the amount of time taken to complete the required work. In 2016 a tenth (10) Grader zone was created in an effort to make the grader zones smaller so that our operators were better able to maintain our roads. The following table indicates the number of custom work applications received over the last 2 years:

Grader Zones	2015			2016		
	Snow Removal	Grading	Mowing	Snow Removal	Grading	Mowing
1	22	20	9	15	10	9
2	4	9	6	14	1	2
3	3	7	4	2	0	2
4	3	10	2	2	1	0
5	2	7	3	2	0	0
6	2	0	1	1	0	0
7	1	2	1	0	2	1
8	1	5	2	5	4	1
9	13	15	8	3	2	0
10	Not created	Not created	Not created	Not created	3	1

The R.M. has various cost-sharing plans and maintenance agreements in place with surrounding towns and municipalities to aid in helping maintain the current road standards within the municipality.

Approach Approvals:

To ensure that new approaches are constructed in appropriate locations and appropriately sized, culverts are installed to deal with water runoff.

Ratepayers submit their application along with a \$50 administration fee to the office. The Superintendents notify the clerks once the site has been inspected and provide the approval/denial of said approach and the minimum size of the culvert to be installed. Ratepayers are then notified via letter with the recommendations of the Superintendents for the building of their approaches, which they contract out at their own expense.

The following table indicates the number of approach applications received over the last three years:

Approach Approvals	2014	2015	2016
Approval Applications	32	38	43



Asset Management:

Equipment:

The Public Works department manages all the equipment necessary for maintenance of the RM roads. The present fleet consists of:

- 10 Heavy Trucks
- 11 Industrial Tractors
- 12 Motor Graders
- 18 Light Duty Trucks
- 5 Industrial Mowers and 3 Sidearms
- 1 Crawler Dozer
- 1 Rototiller
- 13 Industrial Trailers (4 Gravel; 4 Construction;1 Seal coat;1 Asphalt; 2 Garbage;2 Weed)
- 4 Gravel Trucks
- 2 Dump Trucks
- 1 Skid steer

During the 2016 season as equipment became worn and maintenance costs increased over the constant repair of older machinery, some of the capital equipment assets were either used as trade-ins on replacement equipment, or sold at auction to help update the fleet. Tenders were put out on SaskTenders and the RM of Corman Park website to attract bidders and to gain the best deal for the municipality.

Equipment Sales and Acquisitions for the past two years are indicated in the chart below:

Equipment	2015		2016	
	Sold/Trade	Acquired	Sold/Trade	Acquired
Light Trucks	3	3	0	0
Industrial Tractors - (TR)	2	1	0	0
Motor Graders – (G)	2	1	2	2
Heavy Trucks – (TG)	1	1	0	0
Trailers - (TT)	1	1	0	0
Mowers – (M)	2	2	0	0
Others –Pumps	1	0	0	0
Dozer	0	0	1	1
Sprayer			1	1

Buildings/Property:

In spring of 2016, Public Works moved into the newly built, Lutheran Shop location. The new shop replaced the old 33rd Street location on Dalmeny Road. Finishing work and some utilities remain to be installed on site. Access to the new shop is easier for staff and deliveries, and will be fully completed by fall of 2017.



Water Works:

Presently, The R.M. operates and monitors 5 water distribution systems located in the Hamlets of Grasswood, Casa Rio Estates, Riverside Estates, Battleford Trail and North Corman Park Industrial.

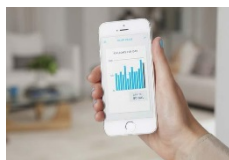
These distribution systems provide clean potable water to the hamlet residents and businesses in Corman Park industrial area. The R.M. maintains these systems as per WSA regulations and standards, and in conjunction with The Ministry of Environment.

Currently, the R.M. retains two (2) Certified Water Operators. Certified Water Operators are responsible for all five municipal water systems, to ensure that residents have safe and clean drinking water in accordance with federal, territorial and municipal legislation, policies and standards.

Several components of the R.M.'s obligations of the maintenance and operations of the systems consist of the following:

- 1) Inspections - Are completed on an annual basis, as well as an unannounced inspection once every three years.
- 2) An annual notice to consumers is required to be sent out to all users, of each system. There is a standard template for this which includes bacteriological sampling (along with chlorine readings), daily chlorine and turbidity readings, and also THM results and anything else that may be required.
- 3) QA/QC Policies and Emergency Response Plans (ERP) -Required to be completed for each facility. These are living documents and should be updated regularly, especially when changes occur with staffing/council or facility operations.
- 4) Water System Assessment Reports are required to be completed every 5 years.

Future Plans:



Riverside Estates Meter Conversion:

In 2016 Public Works completed the meter conversion of the Riverside Estates Water system, it is the intention going forward to also convert the remaining water systems to wireless systems.

Grasswood Pump house Generator:

In spring of 2017, a backup generator is tendered to be installed at the Grasswood pump house, this will substantially reduce the amount of precautionary drinking water advisories (PDWAs).

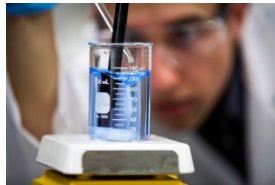
Annual Notice to Consumers

Every year, it is the expectation that all Municipally owned waterworks provide a “Annual Notice to Consumers” notification, as regulated by the Water Security Agency (WSA), in conjunction with the Ministry of Environment (MOE). The purpose of the Annual Notice to Consumers is to provide consumers and governing agencies for water works, information pertaining to the safety standards and water quality of the R.M.’s water systems. The Water Works Department has completed The Annual Notice to Consumers for the 2016 year. This Notice can be viewed on the R.M. website.

Water System Assessments

In prior years, the R.M. Water Works Department has enlisted engineering services for the municipal water systems, as required by the Water Security Authority (WSA). The purpose of the assessment is to better understand the current infrastructure and operations as it relates to system maintenance and potential development. Additionally, an assessment provides clearer picture of costs and benefits related to improvements and maintenance options. The water system assessments are to be used as the basis for improvements and reconstruction of the existing infrastructure. Assessments are to be completed every 4 years, dependent upon initial permit issuance of each water system. At present, the Water Works Department has completed water system assessments for the Grasswood, Casa Rio, and Corman Park Industrial water systems for the 2016 year. The water system assessment for the Riversides Estates system will be due in 2017. Public Works is currently preparing necessary information for submission for the 2017 Riverside Estates Water System Assessment.

Reservoir Cleaning and Disinfection



The R.M. of Corman Park has two (2) potable water storage reservoirs that require cleaning. One storage reservoir is (approximately 85,000 gallons) at Grasswood and the other reservoir (approximately 100,000 gallons) is at Casa Rio. They require cleaning and disinfection while ensuring uninterrupted water service to the R.M. Manually cleaning of the reservoirs gives the Water Works Department an opportunity to physically inspect them for any apparent structural defects while cleaning of the chambers takes place. Sufficient cleaning and disinfection of the reservoirs is essential in reducing the potential for water-borne disease outbreaks and maintaining aesthetically pleasing water, as well as meeting the regulatory requirements of the community. Cleaning the reservoirs regularly reduces the chlorine demand, thereby reducing chemical costs.

The Water Works Department contracted ATAP Infrastructure Management Ltd to perform the reservoir cleanings, which were completed for Grasswood, Riverside, and Casa Rio water systems in spring of 2016.



Public Works Committee Presentation Item

February 21, 2017

Reeve and Councillors

Re: Custom Works Rate Increase

Administration has been reviewing the current rates for our Custom Work Program which have not been increased since 2012. Administration sites, increased costs in equipment, materials and maintenance costs over the last five years.

See attached rate reviews and letter to area residents

Recommendation:

That Council review the proposed Custom Work rate increases to become, effective April 1, 2017.



Custom Works Rate Increase Notice

Dear Resident,

The R.M. of Corman Park would like to notify you of a rate increases for all of our Custom Work services, effective as of **April 01, 2017**.

The new rates are as follows:

15 Minutes or Less (Minimum charge)	\$51.00
16 -30 Minutes	\$102.00
31-45 Minutes	\$153.00
45-60 Minutes	\$204.00

Note: Renters of property or anyone in possession of a yellow sign must have a pre-paid account before any work will be performed.

The Municipality would like to remind you to ensure all objects are cleared from the requested areas for clearing; any objects that may be concealed by the snow should be marked with stakes or otherwise.

If you have any concerns please contact the Municipality office at 306-242-9303.

Thank you,

Craig Habermehl
Director of Public Works

Rural Municipality of Corman Park No.344

111 Pinehouse Drive, Saskatoon SK S7K 5W1 Phone: (306) 242-9303 Fax: (306) 242-6965
Email: rm344@rmcormanpark.ca Website: www.rmcorpark.ca

Ratepayers Custom Works Costing

Grading & Snow Removal-Includes Labor

Based on the 2016 Roadbuilder's Rate Guide for Group 5 Cat 140M

Time	Current Rate	Roadbuilder's Rate	Recommended Rate
15 Minutes or Less	\$50.00	\$51.25	\$51.00
16 - 30 Minutes	\$100.00	\$102.50	\$102.00
31-45 Minutes	\$150.00	\$153.75	\$153.00
1 Hour thereafter	\$200.00	\$204.00	\$204.00

Mowing- Includes Labor

Based on the 2016 Roadbuilder's Rate Guide

Time	Current Rate	Roadbuilder's Rate	Recommended Rate
1 Hour or less	\$120.00	\$134.00	\$134.00

Labor-Signs

Type	Current	Recommendation
Picker Truck & Operator	\$70.00/HR	\$100.00/HR
Sign Post	\$25.00/post	\$25.00/post
Sign Bracket	\$20.00/bracket	\$20.00/bracket

Hamlet Custom Works Costing:

Grading & Snow Removal-Includes Labor

Based on the 2016 Roadbuilder's Rate Guide for Group 5 Cat 140M

Time	Current Rate	Roadbuilder's Rate	Recommended Rate
15 Minutes or Less	\$50.00	\$51.25	\$51.00
16 - 30 Minutes	\$100.00	\$102.50	\$102.00
31-45 Minutes	\$150.00	\$153.75	\$153.00
1Hour thereafter	\$200.00	\$204.00	\$204.00

Snow Plow/Sand Spreader-Includes Labor

Based on the 2016 Roadbuilder's Rate Guide. Based upon local contractors estimates for equipment most similar to the snowplow/sand spreader (Semi truck)

Time	Current Rate	Roadbuilder's Rate	Recommended Rate
½ Hour	\$62.50	\$158.00	\$160.00
1Hour	\$125.00	\$158.00	\$160.00

Mowing- Includes Labor

Based on the 2016 Roadbuilder's Rate Guide

Time	Current Rate	Roadbuilder's Rate	Recommended Rate
1Hour or less	\$120.00	\$134.00	\$134.00

Snow Removal Materials - Aggregates per Cubic Yard (yds³)

Type	Current Rate	Municipality	Recommended Rate
Salt	\$54.40	\$54.40	\$54.40
Sand	\$2.00	\$4.15	\$4.15
50% Salt 50%	\$28.20	\$29.30	\$29.30

Materials –Aggregates per Cubic Yard (yds³)

Type	Current Rate	Municipality	Recommended Rate
Traffic Gravel	\$11.00	\$24.00	\$24.00
Chip Seal	\$14.00	\$41.00	\$41.00
2" Minus	\$11.00	\$25.30	\$25.30

Hauling of Aggregates-Does not include Labor

Current Rate	Roadbuilder's Rate	Recommended Rate
\$130.00	\$154.00	\$154.00

Labor-Signs

Type	Current	Recommendation
Picker Truck & Operator	\$70.00/HR	\$100.00/HR
Sign Post	\$25.00/post	\$25.00/post
Sign Bracket	\$20.00/bracket	\$20.00/bracket