



Annual Report - 2018

Public Works Department

RURAL MUNICIPALITY OF CORMAN PARK NO. 344



STAFFING – 2018

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

AMBLER, BARRY	GRADER
ARNESON, MICHELLE	GRADER
BAHT, AMANDA	GRADER
BUECKERT, JOSHUA	MOWER/LABOURER
CAREY, ROBERT	GRADER
CHRISTIANSON, ERVIN	JOURNEYMAN MECHANIC
CROSS, BRETT	MOWING LEAD HAND
EDMISON, ELDON	GRAVEL TRUCK DRIVER
FULLAWKA, RANDY	CONSTRUCTION FOREMAN
GARDNER, TANNER	MOWER/LABOURER
HOOK, RON	GRADER
KNAPP, KIRK	GRADER
LANDRY, BLAYNE	MOWER/LABOURER
LILLIES, ROBERT	GRADER
LORENZO, DEAN	ROAD SIGNS/WATER
MATOVICH, GREG	DOZER (CAT)
MCRAE, LIONEL	MOWER/LABOURER
NEUDORF, JASON	GRAVEL TRUCK DRIVER
NEWMAYER, KIRK	GRADER
O'HARA, ANDREW	LABOURER
PACIK, CODY	MOWER/LABOURER
PENNER, MERVIN	NON-JOURNEYMAN MECHANIC
PRESTUPA, LARRY	GRADER
REID, GERALD	GRADER
SEGOVIA, CONNOR	MOWER/LABOURER
SHERIFF, VIRGIL	SCRAPER
SLATER, BRYAN	SCRAPER
SMALL, JENNIFER	MOWER/LABOURER
STRATTON, DUSTIN	ASPHALT TRUCKER
TAYLOR, RON	GRADER
THERRES, DYLAN	CONSTRUCTION ASSISTANT
TURCHYN, ALEC	GRADER
WHITE, DAVID	TRANSFER STATION ATTENDANT
WIEBE, DOUGLAS	SCRAPER
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: 138 miles of hard surface roads, and 892 miles of gravel road.

Road & Construction Projects:



In 2018, Public Works completed projects on roads that were previously flooded or required rebuilding. Preventative maintenance on hard surface roads involved crack filling was contracted out and chip sealing was carried out by our own Public Works crew. The following table shows the completed construction projects:

In - House Projects Construction (3.8 miles)	Major Contracted Projects
Twp Rd 382 from Hwy 16 to Rge Rd 3064 (0.8 mile)	Pavement Construction Road Projects (6.5 miles)
Twp Rd 382 from Rge Rd 3064 to Rge Rd 3070 (2.0 miles)	Valley Rd (Twp Rd 352) from Hwy #60 east to Rge Rd 3062 (3.3 miles)
Twp Rd 384 from Rge Rd 3074 to Rge Rd 3075 (1.0 miles)	Neuhorst Rd (Rge Rd 3050) from Twp Rd 392 to Twp Rd 393 (1.0 mile)
Seal Coat Projects (9.4 miles)	Baker Rd (Twp 354) from Rge Rd 3052 to Hwy #219 (2.0 miles)
Twp Rd 352 west from Hwy #60 to RM border (2.0 miles)	Melness Rd (Twp Rd 352) from Hwy #11 east (0.3 miles)
Penner Rd (Twp Rd 380) from Rge Rd 3052 to the Hamlet of Cathedral Bluffs (3.3 miles)	Mulching (4.7 miles)
Warman Ferry Rd (Twp Rd 390) from Hwy 11 to Rge Rd 3041 (4.1 miles)	Rge Rd 3052 from Corman Industrial Park northern boundary to the City of Martensville boundary (1.0 mile)
	Rge Rd 3053 from Twp Rd 380 to Twp Rd 381 (1.0 mile)
	Twp Rd 394 from Hwy #11 to Rge Rd 3043 (1.0 mile)
	Twp Rd 380 from Hwy #684 to Rge Rd 3064 (1.7 miles)

Gravel Program:

The Gravel Program is based on a three (3) year rotation. Each spring the gravel program for the year is planned out and is generally contracted out during the months of May through June. 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 2018 the RM contracted approximately 42,000 yds³ of Traffic Gravel which was distributed over 178 planned projects, encompassing 375 miles of road. Additional projects and road construction used 5,000 yds³ of Traffic Gravel.



Mowing Program:

The RM mowing program operates on a four (4) year rotation whereby, each of our twelve zones receive a full-cut every four years on rotation. The RM employs 5 seasonal operators to run the mowers.



Road Grading:

The R.M. of Corman Park has 12 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 9-13 days), 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.

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. In 2017 & 2018, a busy construction year showed an increase in revenue due to the Warman/Martensville overpasses and interchange construction projects.

Year	Summer Haul	Winter Haul	Extraction Fees	Flat Fees	Total
2016	\$ 215,800.01	\$ 35,782.52	\$ 60,791.38	\$ 62,143.11	\$ 374,517.02
2017	\$ 317,944.24	\$ 35,375.53	\$ 76,312.97	\$ 71,772.18	\$ 501,404.92
2018	\$ 322,945.40	\$ 39,579.81	\$ 83,461.57	\$ 64,227.52	\$ 510,214.30

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.

2018 saw an increase in the number of overweight permits issued as Corman Park Police used portable scales and conducted more traffic stops and gave out tickets to those who failed to obtain the proper permits prior to driving on RM roadways. At the September 25, 2017 meeting, Council approved a new partnership with Roadata Services, a company out of Alberta that specializes in overweight permits. The partnership came into effect on January 2, 2018. As a result of this partnership the number of Flat Fee Agreements were substantially reduced and overweight permits were more readily accessible. As a result of the new partnership, over 1,200 overweight permits were issued.

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

Permits/Agreements	2016	2017	2018
Declared Quantity	23	25	21
Flat Fee	30	32	15
Ag producers	66	85	97
10 Tonne	20	22	23
Overweight issued- In House	176	398	14
Road Data Permits Issued	0	0	1216
Total	315	562	1386

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. Custom Work applications are received in the office and forwarded to the main shop for distribution to our crews. The following table shows the number of custom work applications from the past three years:

Year	Grading	Mowing	Snow Removal
2016	30	25	42
2017	32	16	45
2018	30	15	15

Approach Approvals:

To ensure that new approaches are constructed in appropriate locations and appropriately sized, culverts are installed to deal with water runoff. It is important to note that each individual dwelling should have their own individual approach. Ratepayers are not allowed to share an existing approach.

Ratepayers submit their application along with a \$50 administration fee per approach to the office. The Superintendents notify the clerks once the site has been inspected and provide the approval/denial of said approach with 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. Ratepayers have 6 (six) months from the time of the inspection to construct their approach.

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

Approach Approvals	2016	2017	2018
Approval Applications	43	45	40



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 (4 Gravel; 2 Snow; 1 Asphalt; 1 Water; 2 Tandem)
- 10 Industrial Tractors (5 Mowing; 1 Post Pounder; 1 Pumping; 1 Construction; 1 Shop; 1 Utility)
- 14 Motor Graders
- 18 Light Duty Trucks (1 Director: 2 Superintendents; 2 Construction; 2 Mowing; 2 Asphalt; 2 Weed; 2 Mechanics; 1 Sanding; 2 Summer Students; 1 Litter; 1 Sign/Water)
- 5 Industrial Mowers

- 1 Crawler Dozer
- 1 Zipper
- 14 Industrial Trailers (4 Gravel; 4 Construction;1 Seal coat;1 Asphalt; 2 Garbage; 2 Weed)
- 1 Skid steer
- 1 Rock Picker
- 1 Discer

During the 2018 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	2017		2018	
	Sold/Trade	Acquired	Sold/Trade	Acquired
Light Trucks	2	3	4	3
Industrial Tractors - (TR)	0	0	2	2
Motor Graders – (G)	1	3	3	3
Heavy Trucks – (TG)	0	0	0	0
Trailers - (TT)	1	1	1	1
Mowers	0	0	2	2
Other (Rock Picker, Discer)	0	0	0	2



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.

Annual Notice to Consumers



Every year, it is the expectation that all Municipally owned waterworks provide an “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 2018 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 was completed in early 2018.

In 2018 three (3) water testing and sampling stations were installed in Grasswood. This enables any water sampling required for Bac Ts, Turbidity and Chlorine to be done at individual stations rather than having to bother ratepayers to obtain samples.

Future Plans:

The 2019 approved Capital budget includes the installation of one (1) water sampling station in the Corman Industrial Park.

