



# Annual Report - 2019

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Public Works Department

RURAL MUNICIPALITY OF CORMAN PARK NO. 344



## STAFFING – 2019

Karin Kirkland – Public Works Clerk  
Alicia Chenier – Public Works Clerk

### Field Supervisors & Other Staff

Blake Peters – Superintendent      Mark Lim – Superintendent

#### Field Staff

AMBLER, BARRY	GRADER
ARNESON, MICHELLE	GRADER
BAHT, AMANDA	GRADER
BENSON, ANDREW	LABORER
BUECKERT, JOSHUA	MOWER/LABORER
CAREY, ROBERT	GRADER
CHRISTIANSON, ERVIN	JOURNEYMAN MECHANIC
CROSS, BRETT	MOWING LEAD HAND
EDMISON, ELDON	GRAVEL TRUCK DRIVER
FULLAWKA, RANDY	CONSRUCTION FOREMAN
GARDNER, TANNER	MOWER/LABORER
HOOKE, RON	GRADER
HUBBS, SCOTT	ASPHALT LABORER
KNAPP, KIRK	GRADER
LANDRY, BLAYNE	MOWER/LABORER
LILLIES, ROBERT	GRADER
LORENZO, DEAN	ROAD SIGNS/WATER
MATOVICH, GREG	DOZER (CAT)
MCRAE, LIONEL	MOWER/LABORER
NEUDORF, JASON	GRAVEL TRUCK DRIVER
NEWMAYER, KIRK	GRADER
NICHOL, MATT	ASPHALT LABORER
O'HARA, ANDREW	LABORER
PACIK, CODY	MOWER/LABORER
PENNER, MERVIN	MECHANIC
PRESTUPA, LARRY	GRADER
REID, GERALD	GRADER
SEGOVIA, CONNOR	MOWER/LABORER
SHERIFF, VIRGIL	SCRAPER
SLATER, BRYAN	SCRAPER
SMALL, JENNIFER	MOWER/LABORER
TAYLOR, RON	GRADER
THERRES, DYLAN	CONSTRUCTION ASSISTANT
TURCHYN, ALEC	GRADER
WALL, BENJAMIN	GRADER
WHITE, DAVID	LABORER
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). Our old 33<sup>rd</sup> St shop location, serves as a storage facility.

While the RM office on Pinehouse Drive is undergoing renovations, the administration office has moved to a temporary location at #15-2220 Northridge Dr.

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 2019, Public Works completed projects on roads that were previously flooded or required rebuilding. Preventative maintenance on hard surface roads involved crack filling which was contracted out and chip sealing was carried out by our own Public Works crews. The following table shows the completed construction projects:

In-House Road Projects - (3.1 miles)	Major Contracted Projects – (9.9 miles)
Twp Rd 384 from Rge Rd 3075 to ½ mile west of Rge Rd 3075 (0.5 miles)	<b>Pavement Construction Road Projects - (1.9 miles)</b>
Twp Rd 374 between Rge Rd 3044 and Rge Rd 3045 (0.4 mile)	Twp Rd 384 from Martensville City limits (Rge Rd 3052) to Hwy 11 (1.5 miles)
Twp Rd 382 east of Rge Rd 3042 (0.2 miles)	Rge Rd 3041- South of Hidden Ridge Estates (0.15 miles) Construction of surfacing structure and buildup through a low-lying area.
Rge Rd 3081 between Twp Rd 370 and Twp Rd 372 (2.0 miles)	Rge Rd 3055 between Twp Rd 360 & Twp Rd 362 (0.25 miles) - Construction of surfacing structure and buildup through a low-lying area.
<b>Seal Coat Projects - (10.8 miles)</b>	<b>Mulching Projects - (6.5 miles)</b>
Old Hwy 663 between Hwy 16 & Twp Rd 350 (6.0 miles)	Warman Ferry Rd (Twp Rd 390) east of the hard surface towards Rge Rd 3041. (0.2 mile)
Melness Rd (Twp Rd 352) from Rge Rd 3044 to 400m west of Rge Rd 3045 (1.3 miles)	Twp Rd 382 between Hwy 12 and Rge Rd 3055 (0.9 mile)
Twp Rd 362 From Rge Rd 3055 to Birchwood Heights (1.6 miles)	Twp Rd 394 west of Railway tracks by Parkside Estates to Rge Rd 3045 (0.8 mile)
Rge Rd 3052 from Lutheran Rd (Twp Rd 382) to Twp Rd 380 (2.0 miles)	Twp Rd 393 between Rge Rd 3050 and Rge Rd 3051 (1.0 mile)
	Twp Rd 394 between Rge Rd 3042 and Rge Rd 3043 (1.0 mile)
	Twp Rd 392 between Rge Rd 3061 and Rge Rd 3062 (1.0 mile)
	Twp Rd 393 between Rge Rd 3051 and Rge Rd 3052, (1.0 mile)
	Twp Rd 393 from Rge Rd 3052 west for 1000 m (0.6 miles)
	<b>Soil Stabilization - (1.5 miles)</b>
	Rge Rd 3050 between City Limits and Twp Rd 374 & Twp Rd 374 between Rge Rd 3050 & Rge Rd 3045 application of EMC2 product. (1.5 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 2019 the RM contracted approximately 40,000 yds<sup>3</sup> of Traffic Gravel which was distributed over 170 planned projects, encompassing 400 miles of road. Additional projects and road construction used 10,000 yds<sup>3</sup> 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 with a dedicated operator and grader 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,) 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.

In winter, our grading crew is significantly smaller due to seasonal layoffs. If there is a major snow storm, extra staff is called in to help clear the roads.



## 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 2019 there was a reduction in revenue largely due to the Warman/Martensville Overpass projects being complete.

Year	Summer Haul	Winter Haul	Extraction Fees	Flat Fees	Total
2017	\$ 317,944.24	\$ 35,375.53	\$ 76,312.97	\$ 71,772.18	\$ 501,404.92
2018	\$ 294,423.07	\$ 38,805.04	\$ 65,017.75	\$ 64,227.52	\$ 462,473.38
2019	\$ 188,742.99	\$ 24,123.74	\$ 41,741.19	\$ 65,587.94	\$ 320,195.86

In the fall of 2019, Council made a change to the Ag Producer Permits. Ag Producers no longer need to specify which roadways they travel on, while operating their agricultural businesses. The permit now allows the producers to haul on all RM roadways with specific road restrictions, and no longer needs to be renewed annually. This change has been well received and will be implemented as of January 1, 2020.

Corman Park Police, as one of their six enforcement priorities, conducts enforcement activities on all commercial vehicle traffic on municipal roads within the RM of Corman Park to ensure compliance with the regulations. This involves enforcing maximum allowable weights and vehicle fitness and safety standards. The RM of Corman Park has provided for a permitting system through roaddata.com, which is monitored by CPPS, who in turn conducts inspections on

commercial vehicles to ensure they are operating within permitted weight limits. Operating outside of these limits can be a safety hazard to other motorists, and can cause excessive road damage to municipal roads, which drive up maintenance and repair costs. Through strict enforcement, the CPPS seeks to mitigate the safety risks and the cost of repairing damaged roadways, which is being borne by the RM ratepayers.

2019 saw a continued increase in the number of overweight permits issued as the partnership with Roadata Services continues to grow in terms of quick permit request turnaround times, ease and access availability. As a result of the new partnership, over 1,600 overweight permits were issued in 2019.

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

<b>Permits/Agreements</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Declared Quantity	34	49	36
Flat Fee	32	15	14
Ag producers	85	97	107
10 Tonne	22	23	21
Overweight issued- In House	398	14	12
Road Data Permits Issued	0	1216	1,625
<b>Total</b>	<b>571</b>	<b>1,414</b>	<b>1,815</b>

## Custom Work:

Ratepayers are provided with services for private properties at reasonable rates. Custom Work is completed as time permits and after the main roadways have been cleared with RM work having priority. Custom Work applications for mowing and grading of private driveways 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
2017	32	16	45
2018	30	15	15
2019	24	14	61

### a) Snow Removal:

- Any resident requiring snow removal services is required to come **in-person** to the office to sign a Snow Removal Agreement and put a deposit down for a sign. Residents are then to display their sign when services are required. They do not need to call in. Once main roadways are cleared and when operators are in the area, and time permits, services will be completed and ratepayers will be invoiced accordingly.



## 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:

<b>Approach Approvals</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Approval Applications	45	40	35

## 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
- 19 Light Duty Trucks (1 Director; 2 Superintendents; 2 Construction; 2 Mowing; 2 Asphalt; 2 Weed; 2 Mechanics; 1 Sanding; 1 Safety Officer; 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 2019 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	2018		2019	
	Sold/Trade	Acquired	Sold/Trade	Acquired
Light Trucks	4	3	0	2
Industrial Tractors - (TR)	2	2	0	0
Motor Graders – (G)	3	3	2	2
Heavy Trucks – (TG)	0	0	0	0
Trailers - (TT)	1	1	0	0
Mowers	2	2	0	0
Heavy Equipment	0	0	1	1
Other ( Rock Picker, Discer)	0	2	0	0



## 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. The R.M. retains two (2) Certified Water Operators who are responsible for all five municipal water systems, to ensure that residents have safe and clean drinking water.

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, in conjunction with The Ministry of Environment, and in accordance with federal, territorial and municipal legislation, policies and standards.

There are also many private water utilities which operate in the RM that are accountable to WSA and Saskatchewan Health/Health Regions and SaskWater for the operation and maintenance of their utilities. These utilities are run independently of the RM's Public Works Department.



## **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 2019 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 used as the basis for improvements and reconstruction of the existing infrastructure. Assessments are completed every 5 years, dependent upon initial permit issuance of each water system.

In 2016, the Water Works Department completed water system assessments for the Grasswood, Casa Rio and Corman Park Industrial systems. The water system assessment for Riverside Estates was completed in early 2018.

## **Future Plans**

The 2020 approved Capital budget includes the installation of one (1) water sampling station in the Corman Industrial Park.

## ***DID YOU KNOW...? Informational tidbits***

### **GARBAGE & DUMPING/LITTERING:**

Did you know that you can be fined for dumping/littering along RM right of ways?  
As per bylaw 55/15....

*Pursuant to Section 50(1) of the Act, dumping waste within the Municipality is prohibited and any person found guilty of this offence shall be liable on summary conviction to the penalties provided pursuant to the penalties within the summary offense procedures regulations, and Section 84 of the Act.*

*In addition to any penalty assessed, a person convicted of an offence pursuant to this bylaw shall also be responsible for the cost incurred by the Municipality for waste disposal and clean-up at an hourly rate and:*

- a. The charge shall not be less than a three and one half (3.5) hour minimum.*
- b. The hourly rate shall be calculated as the sum of the following:*
  - i. Labor cost for two employees at the current union-negotiated rate for Group 4 Operators.*
  - ii. Equipment cost for a 10yd<sup>3</sup> Tandem Truck at the current Roadbuilder Rate.*

Increasingly, there are more and more complaints regarding dumping of garbage along roadways and ditches throughout the R.M. Residents need to be aware that dumping and littering is a fineable offense.

Residents are asked to be watchful and report any such activity to the Corman Park Police Service 306-242-8808. The Police will investigate garbage complaints to ascertain if any changes can be laid and have been successful in laying charges in the past. Fines can amount to as much as \$2,000.00 plus cleanup costs. We ask that everyone be a part of keeping our RM clean and inviting.

**RM ROADWAYS:** Did you know?.....The Traffic Bylaw states *all Municipal Highways within the RM of Corman Park No. 344, unless specified otherwise, are designated as having a Secondary Provincial Highway Weight Standard.*



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