

Date: March 24, 2025  
 From: Chad Kean, Manager of Public Works  
 Re: Departmental Activity Update

**Recommendation:**

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Departmental Activity Update as presented.

| <b>Topic</b>  | <b>Activity</b>  | <b>Status</b>   | <b>Involved</b> |
|---|--|---|-----------------|
| <b>Public Works Operations</b>  |  |   |                 |
| Brushing and Ditching Tenders Posted                                  | Tenders posted on public platforms                                     | Will present to Council when closed and evaluated         | PW              |
| Road Check / Plowing  | Winter Road Maintenance  | On-Going in February                                      | PW              |
| JCB Backhoe – rebuild transmission                                    | Rebuild Transmission (Report PW-2025-03)                               | Completed   | PW              |
| GPS   | Installation in PW Fleet, shape file integration, training             | On-going in March   | PW              |
| New Plow Unit   | Final Assembly   | March 2025  | PW              |
| Fleet Repairs   | Various repairs and maintenance  | On-going  | PW              |
| Sign Review   | Fabrication of New Street Signs  | Ongoing; 30 completed and to be installed                 | PW              |
| Speed Study Sign Review and Order                                     | Order / fabricate of new signs based on recommendations in Speed Study | Quotes obtained and fabrication to follow. PW to install. | PW              |
| Municipal Consents  | Review and site and respond to designer / contractor                   | On-going as received                                      | PW              |
| <b>Tenders</b>  |  |   |                 |
| Prepare and advertise for Ditching and Brushing Tenders and addendums | Advertise tenders and addendums on public forum                        | Tenders close March 28                                    | PW              |
| <b>Waste</b>  |  |   |                 |

|  |  |   |                   |
|--|--|---|-------------------|
| Waste Pick-Up Research   | Determine Logistics and Costs                                    | On-Going  | PW<br>RPRA<br>CMO |
| <b>Recreational</b>  |  |   |                   |
| N/A  |  |   |                   |
| <b>Facilities</b>  |  |   |                   |
| Annual Fire Extinguisher Review                                | Undertaken at all facilities                                     | Completed   | PW                |
| Continued Cleaning   | All facilities following events                                  | On-Going  | PW                |
| Merrickville Community Centre                                  | Painting of interior   | Completed   | PW                |
| <b>Staff</b>   |  |   |                   |
| Full Time Operator   | PW Operator  | Selected and hired                                  | PW                |
| Job Posting for Summer Students                                | Posted for 2 students  | Closes March 31                                     | PW                |
| <b>Water and Sewer</b>   |  |   |                   |
| Capital and Maintenance Work at the Water and Wastewater plant | Review proposed work and costs                                   | On-Going  | PW                |
| Review capacity allocation                                     | Review current and remaining allocation for internal discussions | On-Going  | PW                |
| Master Plan for Infrastructure Work                            | Working with consultants for MP and Work Schedules               | On-Going  | PW                |
| <b>Grants</b>  |  |   |                   |
| Ontario Trillium Grant – rink and ramps                        | Application for Rinks boards and ramp at Rink House              | Submitted March 5                                   | PW<br>CAO         |
| Community Centre Project - <i>Generator</i>                    | Generator and HRV completed.                                     | Complete  | PW                |
| Community Centre Project – <i>AODA Accessibility</i>           | Doors and actuators installed                                    | Completed   | PW                |
| Community Centre Project – <i>Exterior Renovation</i>          | Drawings being developed for the exterior work.                  | Contractors have been briefed schedule forthcoming. | PW                |