



# Memorandum

To: Peter Thomas, CAO  
From: Dolan Isaac, Public Works Foreman  
Date: November 29, 2023  
Re: Public Works Department Report for October 26 to November 29, 2023

## Projects

- Clean up of the property at 4603 47 street was completed on October 27. 5 x 30 yard roll off bins were filled in the process. 7 boxes of personal affects were taken to the home of the previous owner. Inventory for saleable items has been completed, advertisement of items will be December 5, closing date for sealed bids will be December 14, last day for pickup of items will noon December 21. The RFP for the trailer demo was sent out on November 17 to 3 local contractors and the project was awarded to Honey Lefley for a cost of \$9,000 + GST. The demolition was completed on November 26.
- October 26 was the last day of work on the 2023 paving project. The contractor Wapiti Gravel Suppliers poured concrete driveways extensions. Wapiti was in on November 2, to haul away concrete from the disposal yard, clean and level lay down yard, and open up the culvert they had crushed at north end of 44 street. Public works has a list of deficiencies that will need to be addressed in the spring 2024.
- Post construction meeting for the 2023 paving project was held on October 31. Deficiencies, delays, penalties, and possible overages during landscaping phase were discussed. November 6 to 9, Public Works completed the clean up of boulevards, gravel driveway edging, and scrape down of driveway humps prior to the landscaping (8 hrs x equipment + labor) + (16.5 tonne 3/4 " gravel)
- The Ball diamond landscape project was completed in full on November 17.
- Landscaping in the newly paved area was started on November 8 and all completed on November 17 within budget. November 8 preparation work done by Lefley will be invoiced back to Wapiti. Public Works helped out on the landscaping job by sweeping the streets after placement of topsoil. This will be charged back as a savings to the Village.
- Wild electric was the low bidder out of 3 quotes (\$2,700) on the electrical upgrades at the Rycroft Library: more plug-ins, and lights in the front overhang. Expected to have the job completed in last week in November.

## Water and sewer

- November 2, a water main valve extension (20") was installed in the boulevard at 45 street and 46 avenue.
- 7 water meter change outs were completed during this report period.

- 50 new Mach 10 water meters arrived from Flow Point on November 8. The Mach 10 water meters have no replacement parts and will increase meter accuracy for low flow appliances.
- November 8, Public Works attended a meeting with Aquacor and AHS for our annual WTP inspection. Only a couple issues were addressed with an overall pass for the plant.
- November 17, the 2" water service for the Ball Diamonds was connected to the existing line with municipal piping, backfilled the trench, and grass seed raked in.
- Shut down the aeration on the 43m for the season and repaired the main gate to allow for ease of closing.

### Streets

- October 26, we had our first snow fall of the season approximately 2 cm.
- Applied last coat of crack filler to sidewalks where needed on main street.
- Haul and spread 3 tonne of 3/4" gravel at the asphalt transition, south end of 42 street.
- Topped up as needed with 3/4" gravel at the water main valve dig sites on 49 avenue, 48 avenue.
- Report given to CAO for the standby time charged by Nilsson for the paving job at the railroad tracks on 51 street due to CN not being on time.
- Replaced 3 signposts, and relocated one signpost in paving area.
- Filled 7 new potholes on 49 street with gravel for the winter.
- Sander was installed on the Dodge 1 ton and first sanding had to be done on November 15. No sanding has been needed since.
- At 4520-46 street a large semi dead shrub was dug out of boulevard and hauled away to allow for ease of landscaping on this boulevard. Resident approved the removal.
- All culvert ends were spray painted orange to assist in locating during spring steaming, metal pins were installed in the ground at the end of each plastic culvert, to allow for pin finding.
- Dug a trench sloped from the field to the twin culverts at the creek crossing on 45 avenue to improve drainage.

### Other

- Review yearly work plan for 2023 and start adding projects for 2024.
- Received a budget quote to re-shingle the Rycroft library roof.
- Public works is registered for the Actizyme webinar on December 5.
- November 4, 12:18 am call out to a vehicle fire at 4624 50 street, Public works was on site to monitor WTP and winterize hydrant if Fire Department bagged a hydrant during the event.
- November 8 started preparation of the Christmas lights for this season. Tested lights on decorations, did repairs and replacements as needed. Already for install after November 11. Installed street and building Christmas lights on November 15, and Devonian park lights on November 16.
- November 14 changes out all the S hooks on the swings in the East side playground.
- Replaced the Trimble unit in the Public Works shop for Trimble, November 17.
- Installed tow hooks on the front bumper of the Dodge 1 ton.
- Full service on the skid steer and backhoe during this report period, all oils and filter changed out.
- Research and put together an RFD to update the Employee Boot Allowance for 2024
- Completed deficiency repairs that were found during the building inspections at the Arena and the Community Hall, November 23 and 24