

Regional Maintenance

Presented by: Joan Parsons
Monica Pittman

Background

- Small rural communities had trouble retaining qualified maintenance staff
- Decided to work together to create a regional maintenance position

Background

- A Regional Council was formed for the area from St. Pauls to Bellburns
- Each community involved has one voting member on the Regional Council who is designated at the beginning of each meeting

Background

- Five communities in original plan
 - Parson's Pond
 - St. Pauls
 - Cow Head
 - Daniel's Harbour
 - Bellburns

Outport Business Trade Show- Oct. 2003



Background

- Parsons Pond submitted a request to Dept. of Municipal Affairs in 2002
- \$100,000 in funding was granted
- \$75,000 of it from Dept. of Municipal Affairs
- \$25,000 from HRDC for Labour

Background

- Submitted a proposal to HRDC and received 2/3 wages for the first year
- Submitted a proposal to Dept. of Municipal Affairs who funded 100% wages for year two
- Dept. of Municipal Affairs funded 2/3 wages in year three

Background

- Original funding provided:
- New maintenance truck
- Tools & Equipment

Some of the Original Equipment Purchased

- Pipe Thawing
- Safety Harness
- Air Compressor
- Hydrant Wrenches
- Valve Locator (Metal Detector)
- Sewer Snake

Operator Hired

- Wayne Bennett was hired as Regional Maintenance Man in 2002

Maintenance Management

- Maintenance position reports to Manager in Parsons Pond
- Town Manager in Parson's Pond liaises with other town managers and the Regional Council

Scheduling

- Four larger communities have regional maintenance person one day per week
- Bellburns one half day per week
- One half day per week was set aside for paperwork

Scheduling

- Bellburns left the group after the third year due to financial difficulties
- Current schedule allows one day per week in each community
- Fifth day of each week is for regional duties

Management

- Clerks from each community attend the monthly Regional Council meetings
- Decisions by the council are based on majority vote

Management

- Any or all of the participating Town council members can attend meetings
- Any member of the public may also attend the monthly Regional Council meeting

Management

- Regional Council is involved with other regional issues; such as the incinerator
- Funding for regional projects goes through the Regional Council such as Community Enhancement Projects

Regional Project St. Pauls Pull-Off Site



Cost Sharing

- Each community pays for the hours logged in that community each week
- Regional day is split evenly

Cost Sharing

- Maintenance Person provides records each week of:
 - Daily hours logged
 - Daily kilometers traveled
 - Daily fuel purchases

Regional Maintenance Vehicle

- Vehicle is based in St. Pauls
- Each Community's monthly vehicle costs are based on hours used in each community



Regional Maintenance Vehicle

- Used to travel from St. Pauls to work related training & conferences
- Used to travel to communities for regular work and emergencies

Facilities

- A central maintenance building in Parsons Pond
- Maintenance person has a storage room in each community



Facilities

- Maintenance person has an office in St. Pauls
- Manager is based out of Parsons Pond Town Office

Daniels Harbour Pumphouse



Cow Head Pumphouse



Parson's Pond Pumphouse



St. Pauls Pumphouse



Current Costs

- New equipment purchases are made under the Regional Council
- In the past have received 50/50 funding on regional equipment through Dept. of Municipal Affairs

Current Costs

- The Regional Council's 50% of the cost is split evenly between the participating communities
- Thus, each community's contribution towards new equipment has been 12.5%

Current Costs

- Each community's average costs are \$125 per week for the Regional Maintenance person –Approx. \$6500/year
- If for any reason there is a surplus of funds in any month, then the monthly cost would be lowered for each town in that month

Regional Maintenance Benefits

- Larger inventory of equipment and supplies
- Capital Costs are lowered because purchases are made regionally
- Preventative maintenance is getting done

Regional Maintenance Benefits

- Have a Certified Operator who is constantly upgrading
- Here Wayne is participating in pipe tapping training



Regional Maintenance Benefits

- Able to handle more technical work than in the past
- Extra set of hands at least one day a week makes larger jobs easier



Wayne Bennett & Cyril Hutchings

Regional Maintenance Benefits

- Record keeping is accurate and up to date
- This ensures compliance with Department of Environment & Conservations' Permit to Operate



Wayne Bennett

Regional Maintenance Implementation Issues

- Had to develop a policy on vehicle use
 - There were questions as to where and for what the regional vehicle could be used

Regional Maintenance Implementation Issues

- Which community would supply the Regional Operator
 - The position was posted and candidates were interviewed by the Regional Council

Regional Maintenance Implementation Issues

- What duties would fall under regional work or community specific
 - Have developed a Position Description/Maintenance Agreement that outlines the duties of the Regional Maintenance Person for each community

Part Time Operators

- Each community has its own part time operator who handles daily issues
- Work together with regional operator one day a week, or as needed for emergency/extraordinary conditions

Daniel's Harbour Disaster

- During disaster last year maintenance man worked many extra hours in Daniel's Harbour as well as the hours normally spent in the participating communities



Daniel's Harbour Disaster

- Part time operators completed more of the weekly work during this time
- Communities were not required to pay for time missed due to the disaster

Daniel's Harbour Disaster

- Extra hours and costs incurred were charged out to the emergency

Day to Day Operations

Parson's Pond Operator Arch Payne Checking Daily Chlorine Residuals



Water Main Leak in St. Pauls



Chlorine Gas Cylinder Changeover



Maintenance Checks



And other related duties..



Questions?