#### Regional Maintenance

Presented by: Joan Parsons

Monica Pittman

 Small rural communities had trouble retaining qualified maintenance staff

 Decided to work together to create a regional maintenance position

 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

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

# Outport Business Trade Show- Oct. 2003



- 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

- 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

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

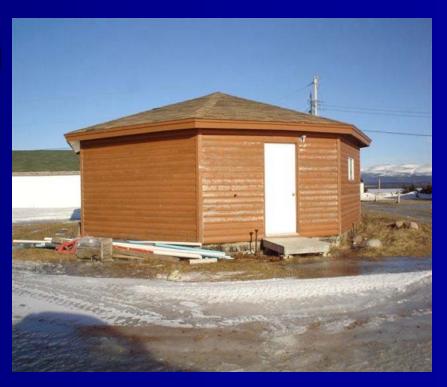
 Used to travel from St. Pauls to work related training & conferences

 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

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

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



- 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

- 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?**