



CLEARVIEW

2020

# ANNUAL REPORT

PREPARED BY

CLEARVIEW TOWNSHIP

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[www.clearview.ca](http://www.clearview.ca)

217 Gideon Street, Stayner ON L0M 1S0

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# SENIOR MANAGEMENT MESSAGE

The Township of Clearview's Senior Management Team is pleased to bring forth the inaugural 2020 Annual Municipal Report. This report highlights major initiatives, progress, and accomplishments over the past year. 2020 was a year like no other, our community and municipal government were forced to contend with a worldwide pandemic and associated economic recession all while maintaining a high level of municipal services.

With emergency contingency plans previously in place, a modern office infrastructure (including video conferencing abilities), coupled with the dedication and outstanding flexibility of Clearview staff; the Township has successfully pivoted to manage the challenges that have accompanied the pandemic.

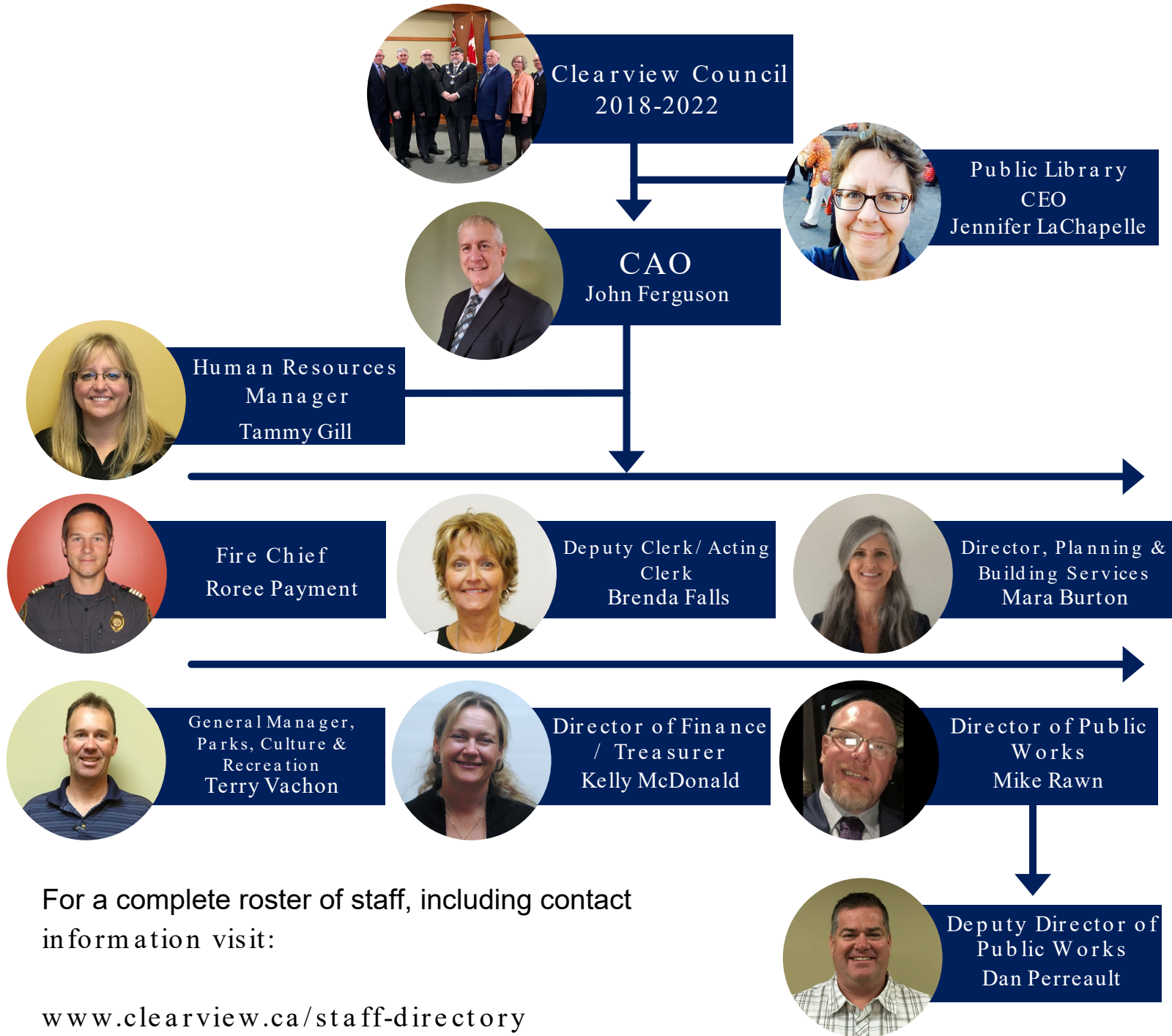
No organization, public or private, has been unaffected by COVID-19. The shift to remote working and online meetings, particularly those of Council, has been an adjustment for many. However, in a municipal setting many of the services we provide, including by-law enforcement, fire protection, water, street, and park maintenance, cannot be performed remotely. Consequently, a major focus of 2020 has been ensuring the safety of our employees in the workplace while maintaining the service level and quality the community has come to expect from Clearview.

In the pages that follow, we are pleased to update you on the initiative, progress, and achievements, we have made in 2020 despite the spread of the Coronavirus.

Sincerely,

Clearview Township's Senior Management Team





# CLEARVIEW COUNCIL

2 0 1 8 - 2 0 2 2



## MAYOR

Doug Measures  
(705) 428-6230 ext. 280  
dmeasures@clearview.ca



## DEPUTY MAYOR

Barry Burton  
(705) 428-6230 ext. 276  
bburton@clearview.ca



## WARD 2 COUNCILLOR

Doug McKechnie  
(705) 428-6230 ext. 278  
dmckechnie@clearview.ca



## WARD 4 COUNCILLOR

Robert Walker  
(705) 428-6230 ext. 282  
rwalker@clearview.ca



## WARD 6 COUNCILLOR

Connie Leishman  
(705) 428-6230 ext. 285  
cleishman@clearview.ca



## WARD 1 COUNCILLOR

Phyllis Dineen  
(705) 428-6230 ext. 277  
pdineen@clearview.ca



## WARD 3 COUNCILLOR

John Broderick  
(705) 428-6230 ext. 287  
jbroderick@clearview.ca



## WARD 5 COUNCILLOR

Thom Paterson  
(705) 428-6230 ext. 284  
tpaterson@clearview.ca



## WARD 7 COUNCILLOR

John Lamers  
(705) 428-6230 ext. 279  
jlamers@clearview.ca





## VISION

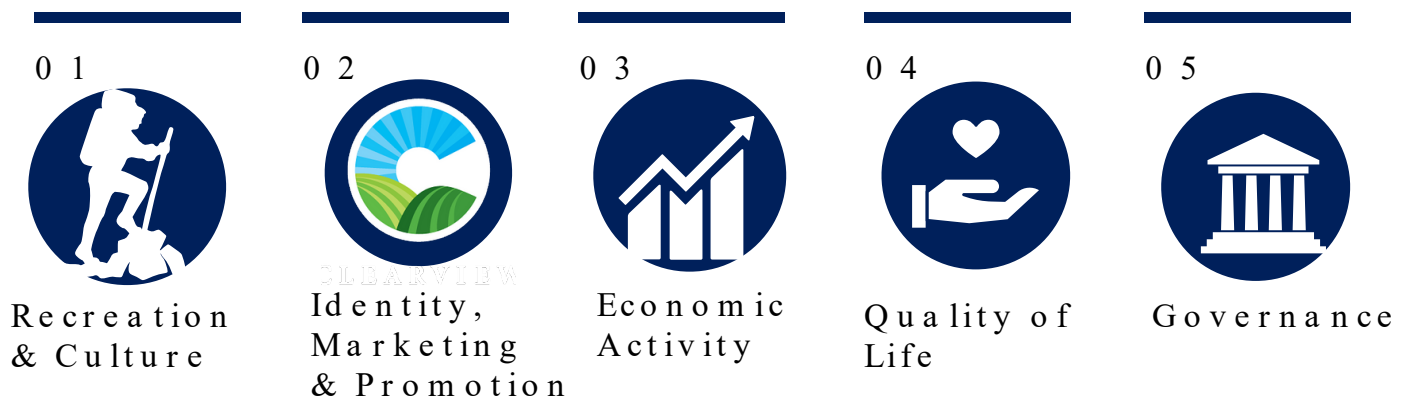
Clearview will be a unified community consisting of vibrant towns, villages, and hamlets in a rural setting, drawing from the strength of its unique and diverse heritage to embrace the future.

## MISSION

As a steward of our natural and human resources, Clearview Township will provide creative and thoughtful leadership to guide the services required for the benefit of present and future generations.

## STRATEGIC PLAN PILLARS

The Strategic Plan focuses on five key pillars that guide the direction of the municipality. Within each pillar, there are a series of tactics that aim to support the overall goals/objectives of the municipality. The pillars include:





# DEPARTMENT HIGHLIGHTS

## CLEARVIEW PUBLIC LIBRARY

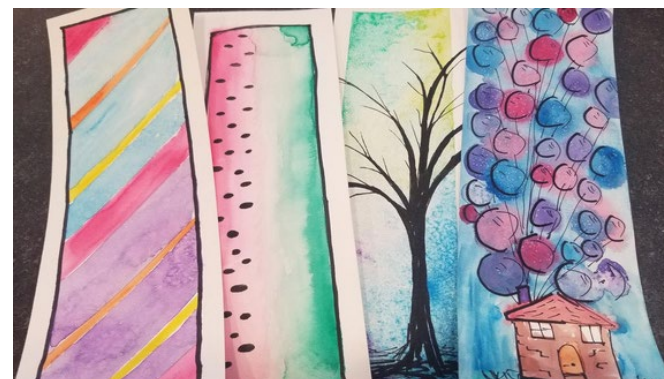
### DEPARTMENT OVERVIEW

Clearview Public Library's mission is to enrich the lives of the residents of the Township of Clearview by responding to their educational, informational and cultural needs.

### DEPARTMENT HIGHLIGHTS



- The transition to the new Stayner Branch was accomplished despite the effects of the pandemic on library operations.
- Public libraries were closed to the public in March by order of the Province. Staff reengineered library programming to operate virtually, and many new programs and activities were developed using a variety of technological platforms.
- The Library provided over 20 virtual programs for Adults, Children, Teens & Tweens.
- The Clearview Public Library Board's 2020-2023 Strategic Plan entitled "Building Our Future" was approved.
- The Clearview Public Library Board is working towards the Township's Strategic Plan pillars by improving accessibility, aligning its personnel policies, updating job descriptions, redeveloping spaces to ensure the best use, modernize and enhance library services and service delivery, incorporate ecologically sound principles into renovations and construction, and advocating for external funding for staff, Board and volunteer development.



# DEPARTMENT HIGHLIGHTS

## CLEARVIEW PUBLIC LIBRARY

### AWARDS & RECOGNITION

In 2020, four Clearview Public Library staff received recognition for their service:



- Glenda Boudreau, Library Assistant for Technical Services, received her 25-year award.
- Michele McKenzie, Library Assistant/Deputy CEO, received her 15-year award.
- Circulation Clerks Madelaine Donnelly & Helena Hayward received their 5-year recognition.

### FUN FACTS

3 Library Branches

2 Little Free Libraries.



1,709 Clearview Public Library memberships.

48,127

Items circulated through the Library.



20

Virtual programs created in 2020.



# DEPARTMENT HIGHLIGHTS

## HUMAN RESOURCES

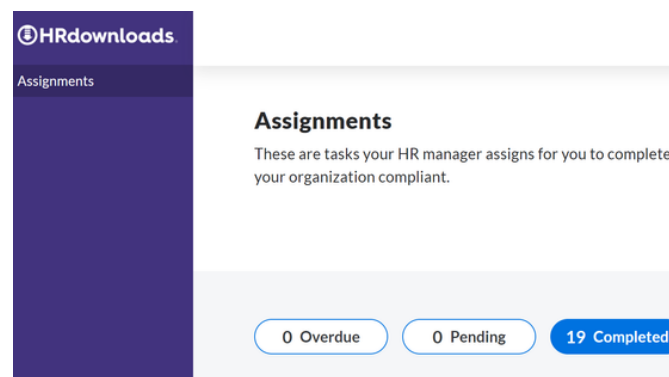
### DEPARTMENT OVERVIEW

The Human Resources Department oversees recruitment and onboarding of staff, workplace policies, health and safety practices, and employee awards and recognition while working with staff to ensure a cohesive and enjoyable workplace.

### DEPARTMENT HIGHLIGHTS



- In January, an Alternative Work Schedules policy was approved for staff in eligible positions allowing some flexibility.
- To keep employees and our community safe during the COVID-19 pandemic, Safe Working Practices and a Working from Home Policy were created and implemented. A digital and paper self-screening tool for employees and contractors was also implemented.
- A positive during the global pandemic, the training program HR Downloads was able to provide training to new and existing employees. It was so effective that we extended the online training platform to the Paid On-Call Fire Fighters. They are now able to receive training for all of the Standard Operating Procedures and policies virtually.
- 2020 marked the end of a Collective Bargaining Agreement between CUPE and Clearview Township. A new agreement was successfully negotiated for another four-year contract which provides a fair wage increase that is fiscally responsible to our taxpayers.



# DEPARTMENT HIGHLIGHTS

## HUMAN RESOURCES

### DEPARTMENT HIGHLIGHTS

- A return to the workplace campaign was created including a video tour of the Administration Center to highlight the changes to the workplace for COVID safety.
- The Canada Summer Jobs 2020 grant application was successful with Clearview awarded \$35,280 for funding of student summer jobs. However, due to the global pandemic, approximately half of the funding wasn't received as most of the student jobs didn't come to fruition.
- During 2020 recruitment was slow, and for some positions, cancelled due to the global pandemic. However, recruitment did take place for four Student – Roads positions, one Plans Examiner position, one Tax Collector, one Fire Prevention Officer, eight Seasonal Public Works positions, one Water – Sewer Operator and one Public Works Roads position.
- With the assistance of RJ Burnside and the Building Department, some positive changes were recommended and approved by Council within the renovation section of the Facility Accessibility Design Standards (FADS). The changes help to clarify questions raised during the assessment of the Small Hall's accessibility needs and will assist Clearview Council with decision -making for all future renovations to Township buildings.





# DEPARTMENT HIGHLIGHTS

## HUMAN RESOURCES



### AWARDS & RETIREMENTS

In 2020, Clearview staff were provided with service recognition awards:

- 13 employees received recognition for service spanning from five to 30 years.
- After 30 years with Clearview Township, CAO Steve Sage retired.
- Lynn Williams, Tax Collector retired after 35 years with Clearview Township.

### FUN FACTS

**5** 5-year employees, **2** 10-year employees and **3** 15-year employees.

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**1** 20-year, **1** 25-year, and **1** 30-year employees.

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**8** Safe working practices implemented in response to COVID-19.

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Recruitment was completed for **17** positions.

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# DEPARTMENT HIGHLIGHTS

## LEGISLATIVE SERVICES / CLERKS

### DEPARTMENT OVERVIEW

Legislative Services provides the statutory duties required by the Municipal Act, 2001, and information services for Council, its Committees and citizens; overseeing the organization, retention and disposition of records, commissioning of Oaths, By-Law Enforcement and Licencing.

### DEPARTMENT HIGHLIGHTS

- A delegation was given to Minister Thompson, Ministry of Government and Consumer Services to discuss challenges with the Municipal Freedom of Information and Protection of Privacy Act.
- Welcomed Phyllis Dineen, our new Councillor for Ward 1.
- The Municipal and School Board Election vendor was selected and approved by Council.
- Worked with the Communications and Marketing Coordinator to develop a “made in Clearview – IT Starts campaign”.
- Chaired the Simcoe County Freedom of Information Working Group which has provided presentations to the Minister, Government and Consumer Services, Information and Privacy Commissioner of Ontario and over 10 regional Clerk Working Groups across Ontario.
- Created an electronic purchase and sale portal for a municipal property sale.
- Created an approved electronic signature policy and Implemented electronic signature technology.



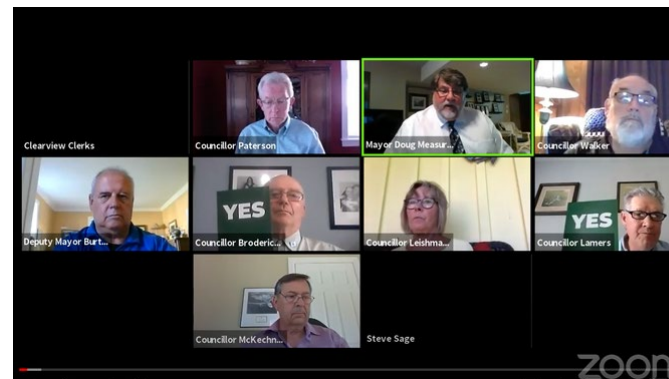


# DEPARTMENT HIGHLIGHTS

## LEGISLATIVE SERVICES / CLERKS

### DEPARTMENT HIGHLIGHTS

- Facilitated and coordinated changes to the Procedure By-law and meeting format to adapt to the COVID-19 pandemic and allow the continuation of Council/Board services.
- Adapted protocols to manage staff remotely.
- Board and Committee meetings went virtual to facilitate meetings beginning late March 2020 and have since continued. The volunteers were ready to pivot and learn new skills to continue to manage the Board/Committee mandates as well as all the needs and challenges that COVID created.
- 25 total FOI processed for 99 requested items, 13 from individuals seeking information, 12 from Lawyer or Insurance groups seeking information and 17 singular asks.
- Updating cemetery information at Stayner Union, as well as cemetery sites not owned by Clearview, continues, with positive comments received on Clearview's cemetery information available online.
- Two new Crossing Guards were hired.
- The By-law department is now required to enforce and educate the public regarding COVID-19 related complaints and questions.
- Clearview's By-law Department added another full-time staff member in March of 2020. This has been essential in dealing with the increased number of COVID-19 interactions.



# DEPARTMENT HIGHLIGHTS

## LEGISLATIVE SERVICES / CLERKS

### DEPARTMENT HIGHLIGHTS



- There was a shift in the types of By-law complaints received. The number of some complaints decreased while several new COVID-19 related complaints have greatly increased.
- Parking complaints decreased due to people staying home during the pandemic and the closure of schools, which is the main focus of parking complaints in Clearview.
- Property maintenance and noise complaints have greatly increased.

### COMPLAINTS RECEIVED



22 Complaints  
• Planning Act By-law enforcement



21 Complaints  
• Property Standards  
• Clean and Clear  
• Long Grass and Weeds

62 Complaints  
• Illegal Dumping



21 Complaints  
• Burning, no permit  
• Nuisance Smoke



Zoning  
2.9%

Property  
8.7%

Garbage  
8.1%

Fire  
2.7%

Other  
11.2%

86 Complaints  
• Livestock claims  
• No site visit required

• Noise  
• Parking



COVID Related  
46.2%

356 Complaints

• Social distancing  
• Social gatherings  
• Related questions  
• Essential Business



Animals  
20.3%

156 Complaints  
• Dogs running at large  
• Trespassing

• Welfare (to OSPCA)  
• Exotic Animals





# DEPARTMENT HIGHLIGHTS

## LEGISLATIVE SERVICES / CLERKS

### WELCOME NEW VOLUNTEERS

Welcome to new Board/Committee Volunteers:

- Shawn Davidson – Committee of Adjustment.
- Jennifer Yaeck – Creemore BIA.
- Ian MacGregor – The Duntroon Hall.
- Patrice McCammon – Nottawa Hall.
- Courtney Hubbert – Sunnidale Corners Hall.
- Tammy Bartlett – Clearview Youth Centre Advisory Committee.



### FUN FACTS

**409** resolutions made at **84** Board/Committee Meetings.

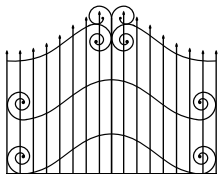
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**779** Complaints investigated, **356** being COVID-19 related.

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**28,390** Documents archived. **25** FOI requests processed.

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**25** plots sold at Stayner Union Cemetery.





# DEPARTMENT HIGHLIGHTS PLANNING & BUILDING SERVICES

## DEPARTMENT OVERVIEW

Planning & Building assists the public through the planning process; prepares by-laws, policies and agreements and makes recommendations to Council consistent with official plans and policies.

## DEPARTMENT HIGHLIGHTS



- An Interim Control By-law restricting cannabis operations was passed.
- Clearview entered into a pre-servicing agreement with Ashton Meadows.
- The Waste Disposal Assessment Area requirements for properties in proximity to the closed County Landfill in Stayner were reduced.
- A New Sign By-law, 20-43, was passed and a sign permit process was implemented.



- A Community Improvement Plan application was processed.
- A kennel application approved by Council went to a Local Appeal Tribunal via a Zoom Hearing where it was approved.



- An assessment of the Hydro Poles in Creemore was undertaken to determine if attached decorations could be supported. The poles will not support attached decorations.
- In conjunction with the Creemore BIA, planters were purchased for downtown Creemore.
- Working with the Public Works and Culture, Recreation and Tourism Departments, we purchased winter decorations that were placed throughout the Township, including at Clearview's Small Halls.







# DEPARTMENT HIGHLIGHTS PLANNING & BUILDING SERVICES

## DEPARTMENT HIGHLIGHTS

- Clearview's Official Plan review is ongoing.
- Water/Sewer feature services were published to CityWide for Asset Management.
- Water/Sewer features were added for new subdivision areas and County Road 42 600mm main.
- online PDF maps were converted to a more accessible format.
- Enhanced COVID -19 protocols for the protection of the public and Building Department staff were implemented allowing staff to continue conducting inspections and issuing building permits.
- The Building Department experienced a busy 2020 with 333 new permits issued resulting in over \$50,000,000.00 in total construction value.
- The addition of a Plans Review Inspector position in October streamlined the permit review process and allowed more resources to focus on inspection services.
- The Building Department, working with the Planning and By -law Departments, was successful in securing CityView software. This software will allow the public to complete a variety of actions online including, applying for a permit, paying for a permit, requesting an inspection, submitting planning applications and By -Law complaints, as well as, searching for a property.







# DEPARTMENT HIGHLIGHTS PLANNING & BUILDING SERVICES

## FUN FACTS

9

Commercial/Industrial Site Plan Agreements.



12

Consents and

16

By-law amendments approved.

63

Formal Inquires Completed.



1

Official Plan amendment ongoing.

333

New permits issued,

66

for new dwelling units.



1

major software upgrade to bring services online.



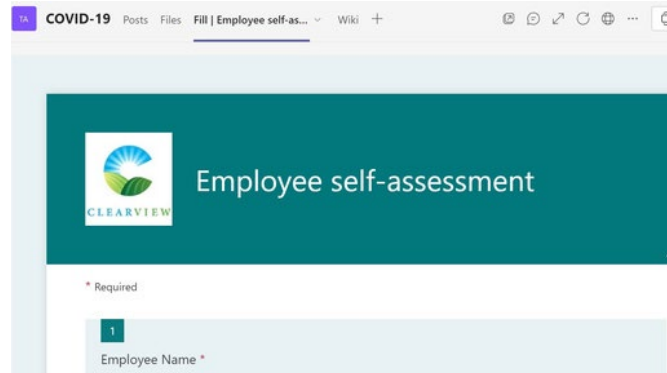
# DEPARTMENT HIGHLIGHTS CORPORATE FINANCE & INFORMATION SERVICES

## DEPARTMENT OVERVIEW

The Financial Services and Treasury Department is responsible for the overall management of the Municipality's financial affairs and provides strategic financial leadership to ensure long-term financial sustainability. Information Services provides computer services for the Corporation.

## DEPARTMENT HIGHLIGHTS

- A new Union Contract was implemented.
- IT was able to successfully enable remote work. Implementing tools to enable collaboration, communication, scheduling, and automation while working from various locations and deploying technology to allow for virtual meetings and online document and form approvals.
- Implemented a virtual self-assessment to help screen staff for COVID-19 symptoms.
- Supported the initiatives related to the impact of COVID-19 including additional financial reporting and the tax/utility penalty relief program.
- Accounts Payable invoices were moved to virtual authorizations to facilitate remote work.
- An OMPF Grant of \$974,000 was received.
- An OCIF Grant totaling \$299,368 was awarded.
- Assessment growth from new tax dollar revenue was up \$209,538.
- Taxes, utility & general receivables are down 13% from 2019.
- Municipal Transit Enhanced Cleaning funding of \$5,657 received to fund enhanced cleaning protocols on Clearview Public Transit.



# DEPARTMENT HIGHLIGHTS CORPORATE FINANCE & INFORMATION SERVICES

## AWARDS & RECOGNITION

In 2020, the Finance department celebrated a retirement, a 15 -year service recognition award and welcomed new staff:




- Lynn Williams, Tax Collector retired after 35 years with Clearview Township.
- Susette Sampson's 15-years of service with Clearview was recognized with a 15-year service award.
- Ron Mather was welcomed as the new Deputy Treasurer in January.
- Clearview welcomed Pam Childs in September as the new Tax Collector.

## FUN FACTS



Assessment growth increased by **\$209,538**

**\$382,100** in COVID-19 Safe Restart funding received.

**\$5,657** received for Enhanced Transit Cleaning. 

**1,335** ownership changes completed in the Property Tax system.



# DEPARTMENT HIGHLIGHTS

## FIRE & EMERGENCY SERVICES

### DEPARTMENT OVERVIEW

Clearview Fire and Emergency Services (CFES) is made up of 4 divisions, Suppression, Prevention, Training and Administration. The different divisions work together in unison to offer top-notch service delivery in what is regarded as one of the best and most proactive fire departments within the county.

### DEPARTMENT HIGHLIGHTS



- A new rescue/command/rehab unit was put into service. The unit allows for a better level of service to protect our residents, visitors and firefighters. The truck is equipped with a great deal of specialized equipment, including a system that allows us to speak with missing hikers, and allows our firefighters a place to get out of the elements and properly rehab while operating at extended incidents.



- The department also put a new brush truck into service, a first of its kind for the department, the brush truck tows the ATV and has off-road firefighting capabilities.
- In place of Santa Claus parades, CFES took to the streets in its first-ever rolling food drive. Thanks to the generosity of our residents and the commitment of our firefighters, the food drive was a massive success. Staff delivered the biggest donation to the Clearview Food Bank that they have ever seen.



- The department participated in several social media campaigns including the 25 pushups for 25 days. A challenge many members engaged in, bringing awareness to mental health.





# DEPARTMENT HIGHLIGHTS

## FIRE & EMERGENCY SERVICES

### DEPARTMENT HIGHLIGHTS



- The department engaged our school partners and despite COVID -19, were able to appoint two Jr. Fire Chiefs for a day.



- Often our tired and worn -out equipment still has some life left in it. As a result, we were able to donate a mountain of equipment to firefighters without borders in an effort to provide improved firefighting capabilities to remote or less organized fire departments across Canada.



- The department completed the mandatory inspections of all vulnerable occupancies (schools, nursing/retirement homes and group homes). Additionally, the department completed several complaint -based inspections for a total of 53 inspections.



- The department saw a large increase in off -road/trail rescues during 2020, responding to 20. Typically crews will do 2 -5 of these in a year. This has been mostly attributed to more people enjoying the trail systems due to COVID19 and a lack of other recreational activities.



- This has prompted a shift to provide crews with an increased level of training in rope rescue. In 2021 crews from Singhampton and select members from Creemore and Nottawa will receive training in low angle and slope rescue.





# DEPARTMENT HIGHLIGHTS

## FIRE & EMERGENCY SERVICES



### AWARDS & RECOGNITION

In 2020, Fire and Emergency Services celebrated two 20 -year service recognition awards and training and qualification achievements:

- Two staff completed 20-years of active service and received their exemplary service medals, Captain Warren Darling from Station 1 and Fire Chief Roree Payment.
- 21 firefighters have or will receive their NFPA 1001 FF I & II certifications in addition to NFPA 472 Hazmat.
- 12 members became certified in NFPA 1002 pumper operations.
- 6 personnel obtained their DZ driver's license.

### FUN FACTS

740

calls for service received by CFES in 2020.



Responded to 14 structure fires, an estimated loss of \$892 K.  
and an estimated \$2,500,000 saved.



53

complaint-based inspections completed in 2020.

# DEPARTMENT HIGHLIGHTS

## PARKS, CULTURE & RECREATION

### DEPARTMENT OVERVIEW

Clearview Township's Parks, Culture & Recreation Department is responsible for the management and maintenance of Clearview, parks, trails and community facilities, the operation of Clearview's Youth Centre, and all tourism and event activities.

### DEPARTMENT HIGHLIGHTS

- The department was hard hit by COVID-19 with closures: all summer programs including baseball, lacrosse, soccer were all cancelled, the Centennial Pool didn't open, the Tourism Information & Heritage Centre was closed, and no staff were hired, all in-person events were cancelled effective March 17th, Arenas and Clearview's Small Halls were closed.
- Ongoing support was provided to the halls, including communications about the Provincial Framework and the creation of Safe Reopening Tool Kits.
- There was an emphasis on supporting the recovery and re-opening of the tourism & hospitality sector. Economic development initiatives included a promotional "Local for Lunch" campaign and providing tangible resources through the Business Reopening Tool Kit.
- The ice at the Stayner Arena was available from mid-October to December 23, under strict COVID-19 guidelines. To allow enough staff to operate the Stayner Arena under the regulations the Creemore Arena was closed for the 2020/2021 winter season.





# DEPARTMENT HIGHLIGHTS

## PARKS, CULTURE & RECREATION

### DEPARTMENT HIGHLIGHTS

- Capital projects were completed during the closure of facilities including new flooring at the Tourism Centre, LED lights at Nottawa, New Lowell & Ives Park ball fields, a new cement pad with boards installed at the New Lowell Recreation Park, washroom stalls & accessible sliding front entrance doors at the Creemore Arena, accessible sliding doors in the dressing room hallway of the Stayner Arena, the addition of 2 workspaces for Tourism staff, new siding and LED lights for the Stayner Arena.
- The Department has been working with its engineers to prepare phase 1 of the Stayner Downtown Open Space Improvement Plan for tender and implementation.
- 2 beautification staff members were hired for the summer/fall, completing Township wide projects all summer and fall.
- A greater emphasis was placed on promoting trails, parks and open spaces. In 2020, there were 3 videos created, which were funded by RTO7 for Devil's Glen Provincial Park, Minesing Wetlands and the Clearview EcoPark.
- \$22,500 was received from Simcoe County for the Trails Connecting Communities program to develop two new trails, one at the Eco Park for the new Memorial forest and one next to the rail line in downtown Stayner next to the Tourism building.





# DEPARTMENT HIGHLIGHTS

## PARKS, CULTURE & RECREATION

### DEPARTMENT HIGHLIGHTS

- The department assisted the Clearview Chamber with Canada Day Celebrations, the first virtual event.
- New events following COVID -19 protocols events were hosted, The Taste of Clearview, a restaurant promotional campaign and the Rural Lights/Winter Lights installations.
- To commemorate the Small Halls Festival, a video was produced to thank Hall volunteers.
- The Clearview Youth Centre serves youth across Clearview in grades 7 -12 through drop -in and scheduled programs. With 1.5 staff, the Centre operates five nights a week in addition to specialized programming and events.
- The Youth Centre installed an accessible kitchen and received their certificate of inspection for operating a commercial kitchen for food programming.
- A major undertaking for the Youth Centre was the creation of at -home activity kits, 300 kits were dispersed across Clearview to 81 individual youth. They were delivered to every hamlet across Clearview reaching new youth who had never interacted with the Centre before.
- The Youth Centre received a total of \$21,000 in grants to support programming including the cooking program, activity kits, and re -opening expenses.





# DEPARTMENT HIGHLIGHTS

## PARKS, CULTURE & RECREATION

### AWARDS & RECOGNITION



- Marc Dupuis and Darrell McQuay received 10 -year service awards.
- Festivals and Events Ontario (FEO) recognized Clearview events and volunteers in 2020 with FEO Achievement Awards: Clearview Canada Day Celebrations, Christmas in the Valley, including the Tree Stroll and Stationary Santa parade in Creemore, and the Stayner Santa Tour, as well as the Small Halls Festival video, Taste of Clearview and the Clearview Virtual Holiday Greeting, received FEO Achievement Awards. The Creemore BIA, Creemore Tree Society, Clearview Chamber of Commerce, the Stayner & District Kinsmen Club and Taste of Clearview restaurants were recognized with certificates of achievement.

### FUN FACTS

110

Reopening Tool Kits were provided to local businesses.



Approximately 500 people used the Stayner Arena.

54

The Youth Centre had Youth interactions via drop-in programs.



300

at-home activity kits were delivered to

81

Youth.





# DEPARTMENT HIGHLIGHTS

## PUBLIC WORKS

### DEPARTMENT OVERVIEW

The Public Works department is responsible for Roads & Bridges, Drinking Water, Sanitary Sewers, Storm Sewers, Engineering, Development Implementation, and Transit. The department has a \$12,000,000 budget and employs 24 full-time, 9 seasonal workers and 5 Summer Students.

### DEPARTMENT HIGHLIGHTS

- 2020 was certainly challenging. Many new positions were filled in 2019 and while navigating COVID protocols, all of these essential services were maintained at a high level.
- Clearview Public Works documented approximately 700 Customer Service Requests. An internal goal is to strengthen our Customer Service and interaction with the public in a positive manner. With a documented 700 service requests being responded to, we feel this goal is being achieved.
- Two new Freightliner plow trucks were received that were ordered in 2019 and a 2019 John Deere Grader was purchased.
- Three new pickup trucks were purchased and delivered, one each for the Parks, Culture & Recreation, By-law Enforcement and Public Works.
- Worked closely with Enterprise Fleet Management to develop a strategy and plan which will improve the process in which we manage our fleet of light-duty vehicles.
- Over 200 lane kilometres of asphalt roads, boulevards and sidewalks were swept.





# DEPARTMENT HIGHLIGHTS

## PUBLIC WORKS

### DEPARTMENT HIGHLIGHTS



- Over 36,000 tonnes of gravel was placed on approximately 38km of gravel roads in the Northwest Nottawasaga Area. Crews dug out 1 kilometre of poor road base at 3 separate locations; 600m in several areas along 27/28 Sideroad, 200m on Concession 5 South and 200m on Concession 8 on the south side of Glen Huron.
- 5.5 km of roads were pulverized, gravel added and paved, including Centreline Road from Highway 26 to Warrington Road, Switzer Street from 9/10 Sideroad to 400 metres West of Creemore Ave. and Concession 8 (Glen Huron) from County Road 124 to 500 metres south of Station St. Roads Operators spent 4 weeks improving road base, ditching and replacing ageing infrastructure prior to asphalt placement in these areas.
- County Road 91 west of Concession 10 was shaved down and paved in the Spring of 2020. Crews removed high shoulders, prepped for gutters and completed drainage runoffs and tie ins once paving was completed by CoCo paving.
- Streetscan was completed. Staff have been working with their technical staff to fine-tune the software in order to tailor it to our needs and reconstruction methods.
- Structure 398 -43 was replaced; it is located on 21/22 Sideroad just east of Concession 6.





# DEPARTMENT HIGHLIGHTS

## PUBLIC WORKS

### DEPARTMENT HIGHLIGHTS

- One large -diameter jointly owned failing culvert was replaced with support of our neighbouring Municipality (Adjala -Tosorontio) on Hogback Sideroad. A good example of the good working relations we continue to maintain with our neighbours in joint road agreement areas.
- Work was completed to connect Elm St. & Jonathon Court by a sidewalk. Other areas of sidewalk replacement in 2020 include John Street in Stayner and Wellington St. East in Creemore.
- 2020 saw a slight downturn in ridership numbers mainly due to COVID -19. There were 9,354 riders in 2020, a decrease of 24% from 2019.
- A new bus stop was established at the new Stayner Library/Recreation Centre.
- A strong year in 2020 for land development within Clearview, specifically for Stayner, with approximately 59 new single -dwelling residential units and multi -residential units built.
- A water supply for Stayner, years in the making, has been secured.
- Municipal Drinking Water Licences and Drinking Water Works Permits were renewed and issued under Part V of the Safe Drinking Water Act, 2002, S.O. 2002, c. 32.
- The Stayner County Road 42 Transmission Watermain's final connection was completed and substantial completion was achieved in May of 2020.





# DEPARTMENT HIGHLIGHTS

## PUBLIC WORKS

### DEPARTMENT HIGHLIGHTS



- Permits to take water were renewed for the Stayner, Nottawa, Colling -Woodlands & Buckingham Woods Drinking Water Systems.
- SAI Global was retained to provide external auditing services of the Drinking Water Quality Management System. The 18 -page Re-Accreditation Audit and Systems Audit Report was received. The purpose was to serve as the year three onsite re -accreditation audit and to demonstrate conformance with the DWQMS 2.0. The result was that the Quality Management System is considered effectively implemented and that accreditation as an operating authority be continued.
- SCADA Communication Equipment was upgraded at all the Water System sites as part of the preventative maintenance program.
- Preventative Well maintenance was completed at the Colling -Woodlands, Buckingham Woods & Creemore Water Systems.
- Increased cleaning of reservoirs, flushing & swabbing of water mains took place as part of our continual improvement plan for the small water systems of Colling -Woodlands and Buckingham Woods.
- Klondike Road well site (Stayner Water Supply) development continues.
- Creemore Water Supply stand -by-generator tendered and purchased.





# DEPARTMENT HIGHLIGHTS

## PUBLIC WORKS

### DEPARTMENT HIGHLIGHTS



- Energy efficiency improvements were completed on Creemore Well #2 and the New Lowell Distribution Pressure System and Variable Frequency Drives were installed.
- Nottawasaga Station, Ridgeview and Ashton Meadows developments were all tied into the municipal water/sewer lines under the supervision of Township Operators and Staff.
- Dominion Drive Pump Station pipe work - repairs completed in the fall of 2020.
- An assessment of Stayner Waste Water Treatment Plant clarifiers was completed and a plan for 2021 work was created.
- Stage II CCTV work was completed in the Stayner Waste Water Collection System.
- Creemore Waste Water Treatment Plant Blue Sky study was completed identifying current & future upgrades required.







## AWARDS & RECOGNITION

In 2020, the Public Works Department received accreditation, training and qualification achievements:



- Jesse McIntyre achieved Waste Water Collection Level I Certification.
- Darryl Sweeney completed TJ Mahoney Road School.
- The updated Certificate of Accreditation for conforming with the requirements of Drinking Water Quality Management Standard Version 2 – 2017 was issued to the Township of Clearview on July 10, 2020.

## FUN FACTS

**700** Service request were received and responded to in 2020.

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**36,000** tonnes of gravel placed on **38** KM of road.

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Clearview Public Transit had **9,354** riders in 2020.

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**5.5** KM of roads pulverized, gravel added and paved.

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CLEARVIEW  
217 Gideon Street  
Stayner, ON L0M 1S0  
705.428.6230



[www.clearview.ca](http://www.clearview.ca)