

Multiplicity of Jobs Keeps 29 Men Busy

# Busy "Housewife" To Municipality Is Town's Works Department

## Organizational Finger Number Of Hill's Pies

(Far be it from us to be a party to any husband-and-wife scrap. But, from what we have been able to read over the years, situations develop where husband, presumably worn out from a day's bread-winning, goes home and, looking at a well-ordered house, fully equipped with this and that in the way of labour-saving gadgets, cuttingly asks wife what she has been doing all day. Then, as we understand, fur starts flying, wife explaining that in reality she has been a very busy and harassed girl indeed, looking after a thousand and one minor jobs, to say nothing of the big ones.)

(That brings us to Richmond Hill's works department, equivalent in a sense to the housewife. The department inherits a lot of big jobs but, as the municipality's "housewife" it has a large number of smaller domestic tasks, too. Question—does the average citizen know what jobs are being done for him by the works department, with part of the tax money he puts up to make the municipal wheels go round?)

(Recently Otto Whalen, Richmond Hill's Works Commissioner, submitted a lengthy report to town council. It gives a comprehensive picture of the work of his department. It answers the question of what there is in the way of municipal house-keeping so fully that "The Liberal" thinks that it will be of interest to many citizens in revealing how, day after day, the work is being done. It will also give "old-timers" a picture of how the growth of the last ten years has been reflected in the need for more workers and services. The report contains quite an amount of statistical material but that, of course, under the circumstances, is needed to give the complete picture: The full report, as prepared by Works Commissioner Whalen, follows.—Editor.)

The works department is directly responsible and subject to the direction of the works committee of town council and following the established practice, all matters other than routine, are submitted to the committee for their consideration and further direction.

The department is also subject to direction and undertakes projects and general maintenance for the following authorized committees:

- (1) Property Committee
- (2) Parks Committee
- (3) Parking Authority
- (4) Recreation Committee

As these committees are required to submit separate reports, no reference will be made of these activities as to budget expenditures, etc. This also includes the works department as the financial status was covered by the general budget report submitted by the treasury department.

**PERSONNEL - GENERAL ROSTER**  
The permanent staff of the works department at present consists of 29 employees in the following categories:  
Works Commissioner 1  
Ass't. Works Commissioner 1  
Superintendents 2  
Clerk (Works Bldg.) 1  
Stockkeeper (Works Bldg.) 1  
Mechanics Foremen 4  
Sub-foremen 2  
Labourers 15

Present staff strength 29  
Establishment Jan. 1961 31  
Two short of normal strength—request now submitted for the addition of 1 permanent employee as equipment operator.

**PERSONNEL - DEPARTMENT DISTRIBUTION**  
**Waterworks, Deep Wells & Sewage Pump-houses:**  
1 Superintendent  
1 Foreman  
1 Labourer  
Three men are in charge of the maintenance of the following plants:  
Water Treatment Plant  
Mill St. Reservoir  
Water storage tower  
4 deep wells  
6 sewage pump-houses  
These men are fully experienced in the maintenance of all the aforementioned plants and are supplemented by two men from the road and sewer sections who have been trained in these operations and provide relief in cases of illness and vacation periods.

**Water & Sewer - Distribution, maintenance & new installations:**  
1 sub-foreman  
4 labourers  
1 foreman

These men are responsible for the maintenance of all water and sewer trunks plus all service connections to lot lines. They are also responsible for the installation of all new service connections and small trunk extensions.

At the present time there are three men on full time operating the sewer cleaning and scraping equipment. This will take approximately 2 1/2 years to complete a full circuit of our present system, or, in effect, these men will be on this operation on a permanent basis.

**ROADS**  
2 foremen  
1 sub-foreman  
10 labourers  
This section is responsible for all other work than enumerated above.

From the complement of ten labourers on the roads' section, provision has to be made for the following:  
1 man-upkeep of parks  
1 man - 4 hrs. per day school guard  
1 man - Yonge St. maintenance  
This leaves only seven labourers, two foremen and one sub-foreman available for day to day work.

The men are split into two crews which in effect means we are only capable of undertaking only two jobs at once.  
Included in these seven men are three truck drivers and two tractor drivers who are required to do labourers work also.

Additional duties are sometimes required which are not of a routine nature. Under this heading are such tasks as:  
(a) Checking taxpayers' complaints of the department.  
(b) Picking up and storing of materials for other departments.  
(c) Maintenance work at town hall.  
(d) Painting traffic lines.  
(e) Erection of signs for local service groups, etc.  
(f) Co-operating with the fair management.  
(g) Tree inspection and pruning, etc.

In addition to the above, it is often necessary to assign all available men for the weekly pick-up of trash. One truck and one tractor are assigned one day every other week to clean up the burnt refuse in the works' yard and haul to Aurora for disposal.

**OPERATIONAL LOG**  
The following is a list of operations performed by the section crews and the number of such operations in an average year. All figures shown are in round numbers and are determined by a study of work reports for the past 12 months.

**WATER & SEWER MAINTENANCE SECTION**  
**Service Calls**  
Water shut-offs 200  
Water turn-ons 200  
Meter installations 250  
Meter repair calls 110  
Meter repair (shop) 85  
Meter leaks 80  
**Water Repairs**  
Lowering shut-offs 45  
Repairing shut-offs 25  
Frozen water services 20  
**Water Installations**  
Checking and felling service cuts 90  
Watermain repairs 10

**ROAD SECTION**  
Foremen 2  
Sub-foreman 1  
Labourers 10

Pick-up trash - weekly  
Pick-up ashes - weekly  
Street barrels - weekly  
Occasional pick-up calls  
School pick-up - ashes  
School pick-up - paper  
Pick up dead animals  
Pick up & clean up after accidents  
Tree trimming & pick-up  
Tree trimming - residential  
Ditching  
Cleaning trash from curbs  
Regrading & rip-rap  
Removing silt from ditches  
Steaming culverts  
Replacing & realigning culverts  
Constructing Headwalls  
Placing culverts (charged)  
**Yard Maintenance**  
Leveling, burning, cleanup and removal of all trash materials 26 days  
**Sanding & Salting**  
Roads - full crews 45 days  
Sidewalks - 1/2 crew 15 days  
Snow plowing roads - 3 trucks & crews 16 days  
Shovelling sidewalk (charged) 280 units

**Charged Roadside**  
3 days  
4 days  
**Patching Roads**  
Spray Patch - 4 men 68 days  
Cold Mix Patch - 4 men 50 days  
**SWEEPING ROADS**  
2 men 20 days  
1 man 10 days  
**Catch Basins**  
Construction 5 days  
Repairs 5 days  
Cleaning 20 days  
**Yonge St. Maintenance**  
One Man full time  
Occasional help  
Sidewalk Repairs  
Grade & gravel  
Dust layers  
Snow fencing erection and dismantling  
Guard rails, erection and repairs  
**Parking Authority**  
Meter repairs 15 days  
Parking lot construction 2 days  
Maintenance 10 days

**Parks Committee**  
Grass Cutting - greenbelt )  
parks ) 1 man full time  
flower beds )  
Construction of parks 20 days  
Park benches 2 days  
Erection & repairs - ice rinks 6 days  
Scraping rinks 60 jobs  
Disposal plant 10 jobs  
Water treatment plant 5 jobs  
Recreation Committee 25 jobs  
Erecting signs 100 jobs  
School guard 800 hours  
Town contracts, roads inspection and works' clerk 1 man 25 days

Seven members of the works and adequate distribution of department staff are also members of the fire brigade and not only our own internal response to calls during working hours, whenever possible, or sure the receipt of all subsidies are available for stand-by duty at the hall.

The foregoing covers the general maintenance operations of all sections during the normal working day.  
The committee is fully aware of the emergency stand-by schedule now in operation and require no further elaborations.  
These figures presented here, have been compiled by the superintendent and works a policy of regular replacements clerk and, I feel sure, point as to trucks and other equipment the degree of control moment constantly in use to offset in existence to ensure a proper costly repair bills.

**DISTRIBUTION OF EQUIPMENT**  
**ROADS**  
Oiler ) Motor interchangeable  
Steamer )  
Sweeper )  
1 - 5-ton Ford Truck - dump body 1956  
1 - 5-ton Dodge Truck - dump body 1959  
1 - 3-ton Chev. Truck - dump body 1956  
1 - 1/2-ton Dodge pick-up truck 1959  
1 - 1/2-ton Dodge pick-up truck 1955  
1 Massey Ferguson Tractor  
1 Ferguson Major Tractor  
1 - 6" Diesel pump  
1 No. 922 Caterpillar loader & backhoe  
1 Trailer

**WATER**  
1 - Ford 3/4 ton pick-up  
1 - 125 CFM compressor  
1 Mud pump  
1 3" pump  
1 1 1/2" pump  
1 trailer  
**DEEP WELLS & SEWER PUMPHOUSES**  
1 - 1/2 ton International Pick-up truck  
1 - Rotary Grass cutter  
**SEWERS**  
1 - 1/2 ton Dodge pick-up truck  
2 sewer cleaning machines  
1 Rodding machine  
**PARKS**  
1 Toro Professional mower  
2 Rotary Grass Cutter

**PART 2 OF REPORT**  
This section relates to the administration, planning and construction of the department. **PROJECTS 1960 and 1961**  
The following projects undertaken in 1960 have now been completed:  
1. Markham Road pavement  
2. Newkirk pavement - Crosby Ave. to Centre St.  
3. Wood Lane surface treatment and widening  
4. Crosby Ave. pavement - Yonge St. to Newkirk  
5. Wright and Yonge Sts. intersection  
6. Beverley Acres Storm sewer.  
**1961 PROJECTS**  
1. Surface Treatment with Dixel, Yonge St. - Markham Rd. to Leventdale Road.  
2. Repairs and additional surface course - Newkirk Rd.

**Hydrants**  
Checking, painting and winter treatment of hydrants 372  
Repairs 10  
Valve chamber repairs 10  
**Sewers**  
Checking cuts 45  
Filling cuts 90  
**CONNECTION SERVICE**  
Plunging blocked laterals 75  
Clearing blocked overheaders and rodding laterals 150  
Clearing laterals of tree roots 200  
**Sewer Manholes**  
110 Flushing  
85 Building  
20 Repairing, raise & lower  
Cleaning basements 45  
Cleaning, scraping, flushing and removal of all foreign matter from trunk system - 3 men on permanent full time duty.  
Storm sewers, clean & maintenance 10

Where days are shown, full crew would apply.

48 days  
40 days  
52 days  
150 calls  
120 calls  
20 calls  
75 calls  
15 calls  
10 calls  
7 days  
10 days  
15 days  
30 days  
35 days  
20 days  
15 days

26 days  
45 days  
15 days  
16 days  
280 units  
3 days  
4 days  
68 days  
50 days  
20 days  
10 days  
5 days  
5 days  
20 days

8 months  
30 days  
10 days  
10 days  
60 days  
10 days  
10 days  
15 days  
10 days  
15 days  
10 days

6 months  
20 days  
2 days  
6 days  
60 jobs  
10 jobs  
5 jobs  
25 jobs  
100 jobs  
800 hours  
25 days

1956  
1959  
1956  
1959  
1955  
1947  
1961  
1958  
1959  
1961  
1961

to Elgin Mills  
Repairs and surface treatment to Arnold St. pavement and sidewalk - Yonge St. to Elizabeth St.  
Construction Post Office parking lot (Parking Authority control)  
Renovations and painting of Town Hall (Property Committee control)  
Grading and seeding of Griffin Park & Mill Pond (Parks' Committee)

**1961 CONSTRUCTION PROPOSALS NOT STARTED TO DATE**  
1. Crosby Avenue - Newkirk to Osiris Dr., Grading, ditching and plant-mix pavement.  
2. Centre Street East - P. Street siding to Sussex St., ditching, grading and plant-mix pavement.

3. Newkirk Road - Centre St. E. to Markham Rd. - ditching, grading and gravel base course.  
10 The necessary engineering, plans and estimates have been completed by our staff, and have been submitted and approved by the D.H.O. under our supplementary by-law.  
75 These proposals have now been submitted to the Ontario Municipal Board and we are awaiting their approval.  
10 It is still hoped that on O.M.B. approval, we may still be able to secure all property required and undertake sufficient work this year to ensure completion early in 1962.

### Otto Whalen Tackled Many Jobs

#### Head Man Of Works Department Has Garnered Wide Experience

The man who runs the works department of the town of Richmond Hill, under the direction of the works committee of town council, which this year is headed by Reeve Floyd Perkins, is Otto Whalen, pictured above. He was appointed work commissioner on November 15th, 1958, coming to his new job at a



OTTO WHALEN (Photo by Lazerquist.)

### GORMLEY NEWS

CORRESPONDENT: MRS. CHAS. MILSTED  
Telephone Gormley 5201

Susan Gibson, Grade VIII student at Lloyd School stood fourth out of 13 contestants, at the York County Public Speaking Contest on Thursday at the county buildings in Newmarket.  
Mr. and Mrs. Wm. Clark of Newmarket spent Wednesday evening with Mr. and Mrs. Wm. Ash.  
Mr. and Mrs. A. Gray and Mr. and Mrs. A. Doner attended the birthday party for Mrs. Cherry at the home of Mr. and Mrs. Eldon Gooding of Richmond Hill, Wednesday in honour of her 75th birthday.  
Mr. and Mrs. Norman Brown were surprised by their family on the occasion of their 40th wedding anniversary.  
The Markham Township Federation of Agriculture dinner will be held November 21, at Buttonville Hall.  
Mr. Victor Britnell, Waterloo College spent the week-end with his parents, Mr. and Mrs. R. G. Britnell.  
Mr. and Mrs. Gordon Cullen had dinner on Sunday with Mr. and Mrs. S. N. Doner.  
Miss Arvilla Forester was entertained at a birthday dinner on Saturday at the home of Mr. and Mrs. Geo. Barrett.  
Parents' night was observed at Lloyd School Thursday.  
Mr. and Mrs. Wm. Humphries and girls of London, spent the week-end with Mr. and Mrs. Murray Bennett.  
Mrs. Wm. Wilson of Toronto, spent the week-end with Mr. and Mrs. S. N. Doner.  
Mr. and Mrs. Harold Sherk and children of Preston, spent Sunday with Mr. and Mrs. Ron Elliott and Doug.  
The Sunday School attendance at the U.M. Church rose to 166 on Sunday. Next Sunday is Rally Day.  
Friends learned that Mrs. David Reed was able to come home from hospital Saturday.  
Mr. and Mrs. Robt. Millen of Downsview, spent the weekend with Mr. and Mrs. George Barrett.  
Mr. and Mrs. Lloyd Johnson and children, of Minesing, spent Sunday with relatives here.  
The Evening W.M.S. of the U.M. Church met Monday night at the home of Mrs. C. Campey, Mrs. G. Bolender gave a report of the recent W. M. S. rally at Hanover.  
Mr. and Mrs. Wm. Strybosch and daughter moved to Toronto last week.  
Recent visitors of Mr. and Mrs. George French were Miss Arvilla Forester, Mrs. Frank Harvey, and Mr. and Mrs. Chas. Conroy.  
Miss Arvilla Forester and Mr. and Mrs. E. Elliott visited relatives and friends at Ridgeway, Hamilton, and Ancaster.  
Mr. Geo. Baker, for many years a Gormley resident, is in York County Hospital, Newmarket.  
Mr. and Mrs. Elias Elliott had Sunday dinner with Mr. and Mrs. Ern Hunt of Bethesda.  
Large crowds attended the 70th anniversary at the United Missionary Church on Sunday. Rev. M. Winger of Toronto was guest speaker in the morning. Due to the illness of Mrs. Lorraine Morrison, Mrs. Oldham "filled the gap" at the morning service and the Heise male quartette of the 6th Line Baptist Church sang several numbers at the night service.

**REPORTS AND FUTURE PROPOSALS**  
Received and tabled reports from the Ontario Water Resources Commission dealing with the sewage proposals on the west side of Town and the report dealing with the development of Well No. 5.  
Department of Highways of Ontario Report on the proposed widening of Yonge St. - Leventdale to Elgin Mills.  
**SUBDIVISION AGREEMENTS**  
In co-operation with the Town Clerk, prepared and submitted agreement for the following:  
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2. Humber Realty and Geo. Best Subdivision.

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