

WO-1734

Parks & Rec

Parks & Recreation Department

Ingredion Centre

Zamboni Room Door Inspection

Community

Area

Department

Work/Activity Code

Recreation/Facilities

Classification

Created Date

Inspection/Evaluation

2021-03-05 10:22:58

Priority

Scheduled Start Date

Low

2021-01-11 10:21:00

Status

Scheduled End Date

Completed

2021-01-18 10:21:00

Target Date

Created By

mshpencer (Mike Spencer)

Completion Date

Invoice

2021-03-05 10:23:00

No

Actual Cost

Budget Cost

\$228.70

\$0.00

Variance

Last Check In

-\$228.70

Last Check Out

Total Hours

Map



Assets

Asset ID	Import ID	Name	Maintenance Class	Location	Description	Current Reading	Last Work Order Reading
741	\$6,607,700.00	Cardinal Arena	None		Buildings	0	<No readings entered>

Notes

Date	Note	Added By
2021-03-05 10:20 AM	Pivotech Doors in to conduct their regular inspection of Zamboni room door. Invoice attached.	mspencer

Supervisor's Signature

Technician's Signature

Date

WO-1646

Parks & Rec

Parks & Recreation Department

Ingredion Centre

Fire Detector Inspection

Community

Area

Department

Work/Activity Code

Recreation/Facilities

Classification

Created Date

Inspection/Evaluation

2021-01-26 11:43:34

Priority

Scheduled Start Date

Low

2021-01-26 11:42:00

Status

Scheduled End Date

Completed

2021-02-22 11:42:00

Target Date

Created By

m Spencer (Mike Spencer)

Completion Date

Invoice

2021-03-04 09:29:00

No

Actual Cost

Budget Cost

\$657.50

\$0.00

Variance

Last Check In

-\$657.50

Last Check Out

Total Hours

Map



Assets

Asset ID	Import ID	Name	Maintenance Class	Location	Description	Current Reading	Last Work Order Reading
741	\$6,607,700.00	Cardinal Arena	None		Buildings	0	<No readings entered>

Notes

Date	Note	Added By
2021-01-26 11:41 AM	Falcon Security contacted by Abby today about having the fire systems at the Ingredion Centre inspected as routine maintenance. Appointment made for inspection on February 22 around noon.	m Spencer

Supervisor's Signature

Technician's Signature

Date

WO-1640

Parks & Rec

Parks & Recreation Department

Ingredion Centre

Lift Inspection

Community

Area

Department

Work/Activity Code

Recreation/Facilities

Classification

Created Date

Inspection/Evaluation

2021-01-18 11:56:09

Priority

Scheduled Start Date

Low

2021-01-18 10:54:00

Status

Scheduled End Date

Completed

2021-01-18 15:55:00

Target Date

Created By

m Spencer (Mike Spencer)

Completion Date

Invoice

2021-01-20 11:23:00

No

Actual Cost

Budget Cost

\$260.00

\$0.00

Variance

Last Check In

-\$260.00

Last Check Out

Total Hours

Map



Notes

Date	Note	Added By
2021-01-20 11:21 AM	No issues reported. worksheet and invoice attached.	mspencer
2021-01-18 11:52 AM	Upper Canada Elevators in to do a routine inspection on the lift.	mspencer

Supervisor's Signature

Technician's Signature

Date

WO-1784

Parks & Rec

Parks & Recreation Department

Spencerville Arena

Brine Pipe Insulation

Community

Area

Department

Work/Activity Code

Recreation/Facilities

Classification

Created Date

Betterment

2021-03-30 12:22:03

Priority

Scheduled Start Date

Low

2021-03-29 12:20:00

Status

Scheduled End Date

Completed

2021-04-27 12:20:00

Target Date

Created By

m Spencer (Mike Spencer)

Completion Date

Invoice

2021-04-01 13:23:00

No

Actual Cost

Budget Cost

\$2,280.00

\$0.00

Variance

Last Check In

-\$2,280.00

Last Check Out

Total Hours

Map



Assets

Asset ID	Import ID	Name	Maintenance Class	Location	Description	Current Reading	Last Work Order Reading
739	\$812,489.02	North Centre	None		Buildings	0	<No readings entered>
740	\$329,574.90	North Centre Ice Plant	None		Buildings	0	<No readings entered>

Notes

Date	Note	Added By
2021-04-01 01:22 PM	Task completed. Invoice attached.	mspencer
2021-03-30 12:19 PM	Quote received from Interprovincial Insulation Inc. for the supply of labour, materials and equipment to complete thermal insulation work on the newly installed brine pipe in Spencerville. Quote attached.	mspencer

Supervisor's Signature

Technician's Signature

Date

WO-1735

Parks & Rec

Parks & Recreation Department

Spencerville Arena

Zamboni Room Door Inspection

Community	Area
Department	Work/Activity Code
Recreation/Facilities	
Classification	Created Date
Inspection/Evaluation	2021-03-05 10:26:49
Priority	Scheduled Start Date
Low	2021-01-11 10:26:00
Status	Scheduled End Date
Completed	2021-01-18 10:26:00
Target Date	Created By
	m Spencer (Mike Spencer)
Completion Date	Invoice
2021-03-05 10:26:00	No
Actual Cost	Budget Cost
\$228.70	\$0.00
Variance	Last Check In
-\$228.70	
Last Check Out	Total Hours

Map



Assets

Asset ID	Import ID	Name	Maintenance Class	Location	Description	Current Reading	Last Work Order Reading
739	\$812,489.02	North Centre	None		Buildings	0	<No readings entered>
740	\$329,574.90	North Centre Ice Plant	None		Buildings	0	<No readings entered>

Notes

Date	Note	Added By
2021-03-05 10:25 AM	Pivotech Doors in to conduct their regular inspection of Zamboni room door. Invoice attached.	m Spencer

Supervisor's Signature

Technician's Signature

Date

WO-1731

Parks & Rec

Parks & Recreation Department

Spencerville Arena

Fire System Inspection

Community

Area

Department

Work/Activity Code

Recreation/Facilities

Classification

Created Date

Inspection/Evaluation

2021-03-04 09:31:16

Priority

Scheduled Start Date

Low

2021-02-22 09:30:00

Status

Scheduled End Date

Completed

2021-02-26 09:30:00

Target Date

Created By

m Spencer (Mike Spencer)

Completion Date

Invoice

2021-03-04 09:50:00

No

Actual Cost

Budget Cost

\$571.00

\$0.00

Variance

Last Check In

-\$571.00

Last Check Out

Total Hours

Map



Assets

Asset ID	Import ID	Name	Maintenance Class	Location	Description	Current Reading	Last Work Order Reading
739	\$812,489.02	North Centre	None		Buildings	0	<No readings entered>
740	\$329,574.90	North Centre Ice Plant	None		Buildings	0	<No readings entered>

Notes

Date	Note	Added By
2021-02-22 09:31 AM	Falcon Security contacted by Abby about having the fire systems at the Spencerville Arena inspected as routine maintenance. Appointment made for inspection on February 22 around noon	m Spencer

Supervisor's Signature

Technician's Signature

Date

WO-1681

Parks & Rec

Parks & Recreation Department

Spencerville Arena

Repairs to Compressor Guard

Community	Area
Department	Work/Activity Code
Recreation/Facilities	
Classification	Created Date
Repair	2021-02-12 12:24:16
Priority	Scheduled Start Date
Low	2021-02-11 08:22:00
Status	Scheduled End Date
Completed	2021-02-11 12:22:00
Target Date	Created By
	m Spencer (Mike Spencer)
Completion Date	Invoice
2021-02-12 12:28:00	No
Actual Cost	Budget Cost
\$1,322.00	\$0.00
Variance	Last Check In
-\$1,322.00	
Last Check Out	Total Hours

Map



Notes

Date	Note	Added By
2021-02-12 12:24 PM	Task completed, invoice attached	mspencer
2021-02-12 12:21 PM	Mulder's welding contacted to repair to compressor guard at the Spencerville Arena.	mspencer

Supervisor's Signature

Technician's Signature

Date

WO-1649

Parks & Rec

Parks & Recreation Department

Spencerville Arena

Condenser Bearing Repair

Community

Area

Department

Work/Activity Code

Recreation/Facilities

Classification

Created Date

Repair

2021-01-27 11:22:49

Priority

Scheduled Start Date

Low

2020-12-20 11:19:00

Status

Scheduled End Date

Completed

2020-12-22 11:19:00

Target Date

Created By

mshpencer (Mike Spencer)

Completion Date

Invoice

2021-01-27 11:31:00

No

Actual Cost

Budget Cost

\$2,240.81

\$0.00

Variance

Last Check In

-\$2,240.81

Last Check Out

Total Hours

Map



Notes

Date	Note	Added By
2021-01-27 11:18 AM	Cimco called about issues with condenser. New split bearing supplied and installed. Invoice received January 2021, attached in files.	mspencer

Supervisor's Signature

Technician's Signature

Date

WO-1761

Parks & Rec

Parks & Recreation Department

Townhall

Elevator/Lift Inspection

Community

Area

Department

Work/Activity Code

Recreation/Facilities

Classification

Created Date

Inspection/Evaluation

2021-03-18 11:46:17

Priority

Scheduled Start Date

Low

2021-03-18 07:44:00

Status

Scheduled End Date

Completed

2021-03-18 11:44:00

Target Date

Created By

m Spencer (Mike Spencer)

Completion Date

Invoice

2021-03-18 11:46:00

No

Actual Cost

Budget Cost

\$260.00

\$0.00

Variance

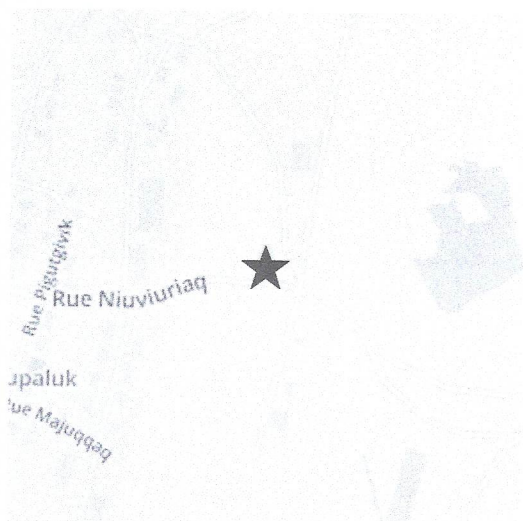
Last Check In

-\$260.00

Last Check Out

Total Hours

Map



Assets

Asset ID	Import ID	Name	Maintenance Class	Location	Description	Current Reading	Last Work Order Reading
3	67	Township Hall	None		Buildings	0	<No readings entered>
1502		Township Elevator	None	Township Hall	accessible lift	0	<No readings entered>
1515		Township Elevator	None	Township Hall	accessible lift	0	<No readings entered>

Notes

Date	Note	Added By
2021-03-18 11:43 AM	Upper Canada Elevators in for routine inspection of the elevator/lift located at townhall. Invoice attached.	m Spencer

Supervisor's Signature

Technician's Signature

Date

WO-1677

Parks & Rec

Parks & Recreation Department

Townhall

Furnace Problem

Community

Area

Department

Work/Activity Code

Recreation/Facilities

Classification

Created Date

Repair

2021-02-10 11:43:59

Priority

Scheduled Start Date

Low

2021-02-10 11:43:00

Status

Scheduled End Date

Completed

2021-02-17 11:43:00

Target Date

Created By

mspencer (Mike Spencer)

Completion Date

Invoice

2021-02-12 14:06:00

No

Actual Cost

Budget Cost

\$470.50

\$0.00

Variance

Last Check In

-\$470.50

Last Check Out

Total Hours

Map



Notes

Date	Note	Added By
2021-02-12 12:01 PM	<p>TRS in today to repair issue with the furnace.</p> <p>Removed blower assembly to change the blower wheel. Re installed with new wheel. Tested the air handler witch everything is working fine at this time.</p> <p>Invoice attached.</p>	m Spencer
2021-02-10 11:43 AM	TRS contacted to look into the issue	m Spencer
2021-02-10 11:41 AM	Mike contacted by townhall staff. There are issues with the furnace. Mike to look into it.	m Spencer

Supervisor's Signature

Technician's Signature

Date

WO-1691

Parks & Rec

Parks & Recreation Department

Cardinal Library

Furnace Inspection/Repairs

Community	Area
Department	Work/Activity Code
Recreation/Facilities	
Classification	Created Date
Repair	2021-02-25 09:00:45
Priority	Scheduled Start Date
Low	2021-02-24 08:59:00
Status	Scheduled End Date
Waiting on Vendor/Contractor	2021-03-25 08:59:00
Target Date	Created By
	m Spencer (Mike Spencer)
Completion Date	Invoice
	No
Actual Cost	Budget Cost
\$11,326.00	\$0.00
Variance	Last Check In
-\$11,326.00	
Last Check Out	Total Hours

Map



Assets

Asset ID	Import ID	Name	Maintenance Class	Location	Description	Current Reading	Last Work Order Reading
766	85	Cardinal Library	None		Buildings	0	<No readings entered>

Notes

Date	Note	Added By
2021-03-23 08:05 AM	Work being done at the Library. Invoice received from TRS and attached in files.	mspencer
2021-03-04 10:02 AM	Spoke to Mike at TRS Heating and Cooling. Quote received about the installation of a new furnace system. TRS has been given the go ahead to begin the ordering and installation process. Quote attached.	mspencer
2021-02-26 10:04 AM	Upon further inspection, TRS Heating and Cooling told Jeff that it would be less expensive to install a furnace and AC system at the same time. The AC system will need to be replaced in the near future, so it has been decided to go ahead with this option.	mspencer
2021-02-25 09:28 AM	Estimates received for two different furnace options (attached in notes). TRS coming to run a test of the facility today to see if it's possible to install one 130 unit furnace.	mspencer
2021-02-25 08:58 AM	<p>TRS Heating and Cooling called to check out the furnaces at the Cardinal Library. Notes as follows:</p> <p>"Completed maintenance on two gas furnaces. Changed the filter in both furnaces. Brushed out and vacuumed any debris from the burner and blower sections. Cleared the condensate drains. Cleaned both flame sensors. The basement furnace has an extremely noisy inducer motor which will most likely fail soon. The upstairs furnace has an extremely noisy blower assembly which will also most likely fail soon. There is evidence of condensate leaks in both furnaces. Recommend the furnaces be replaced ASAP. Will call to set up a time for Steven to quote"</p> <p>Mike checking about having the two furnaces be replaced with one bigger furnace instead of two smaller.</p>	mspencer

Supervisor's Signature

Technician's Signature

Date

WO-1692

Parks & Rec

Parks & Recreation Department

Spencerville Library

Furnace Inspection/Repairs

Community

Area

Department

Work/Activity Code

Recreation/Facilities

Classification

Created Date

Inspection/Evaluation

2021-02-25 09:14:01

Priority

Scheduled Start Date

Low

2021-02-24 09:08:00

Status

Scheduled End Date

Completed

2021-03-25 09:08:00

Target Date

Created By

m Spencer (Mike Spencer)

Completion Date

Invoice

2021-03-04 09:57:00

No

Actual Cost

Budget Cost

\$149.00

\$0.00

Variance

Last Check In

-\$149.00

Last Check Out

Total Hours

Map



Assets

Asset ID	Import ID	Name	Maintenance Class	Location	Description	Current Reading	Last Work Order Reading
765	84	Spencerville Library	None		Buildings	0	<No readings entered>

Notes

Date	Note	Added By
2021-02-25 09:05 AM	<p>TRS Heating and Cooling called to inspect furnace at the Spencerville Library. Notes were as follows:</p> <p>"Completed maintenance on propane furnace as per checklist. Checked the furnace filter which was ok, left a spare. Brushed out and vacuumed the burner and blower sections removing any collected debris. Blew out the condensate drains and pressure switch tubing. Tested the condensate pump. Checked for error codes then reset. Ran the furnace under a call for heat to ensure proper operation. Everything is working fine at this time."</p>	mspencer

Supervisor's Signature

Technician's Signature

Date

WO-1674

Parks & Rec

Parks & Recreation Department

Spencerville Library

Pressure Tank Repair

Community

Area

Department

Work/Activity Code

Recreation/Facilities

Classification

Created Date

Repair

2021-02-09 13:04:11

Priority

Scheduled Start Date

Low

2021-02-03 13:02:00

Status

Scheduled End Date

Completed

2021-02-09 13:02:00

Target Date

Created By

m Spencer (Mike Spencer)

Completion Date

Invoice

2021-02-10 11:41:00

No

Actual Cost

Budget Cost

\$560.86

\$0.00

Variance

Last Check In

-\$560.86

Last Check Out

Total Hours

Map



Notes

Date	Note	Added By
2021-02-09 01:03 PM	SDR called to repair the pressure tank. Invoice attached.	mspencer
2021-01-20 10:19 AM	Text received by Mike from Tyler at Environmental Services regarding a leak on the pressure tank pipe. The message stated that the bladder has also gone in the pressure tank, causing the pump to turn off and on. This was discovered during E/S's weekly readings at the library. Photo attached in files. Jeff/Staff - please inspect this issue.	mspencer

Supervisor's Signature

Technician's Signature

Date

WO-1592

Parks & Rec

Parks & Recreation Department

Legion Park

Cardinal Dock Repairs

Community

Area

Department

Work/Activity Code

Recreation/Facilities

Classification

Created Date

Repair

2021-01-04 08:50:15

Priority

Scheduled Start Date

Low

2021-01-04 08:47:00

Status

Scheduled End Date

Completed

2021-01-18 08:47:00

Target Date

Created By

m Spencer (Mike Spencer)

Completion Date

Invoice

2021-01-14 12:41:00

No

Actual Cost

Budget Cost

\$474.66

\$0.00

Variance

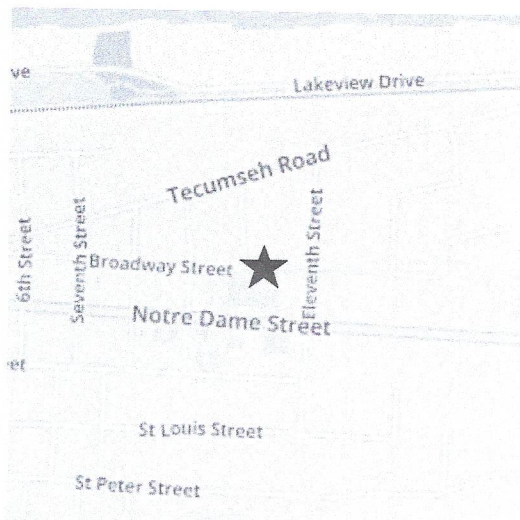
Last Check In

-\$474.66

Last Check Out

Total Hours

Map



Assets

Asset ID	Import ID	Name	Maintenance Class	Location	Description	Current Reading	Last Work Order Reading
2580		Cardinal Fishing Dock	None	Legion Way	Cardinal Fishing Dock	0	<No readings entered>

Notes

Date	Note	Added By
2021-01-04 08:46 AM	Staff - The docks that sit in front of the Cardinal Legion pavilion need some repairs. Lumber has been ordered to complete these repairs. Please work on repairing these docks.	m Spencer

Supervisor's Signature

Technician's Signature

Date

WO-1670

Parks & Rec

Parks & Recreation Department

Parks Vehicle

Truck Repair

Community

Area

Department

Work/Activity Code

Recreation/Facilities

Classification

Created Date

Repair

2021-02-05 10:11:27

Priority

Scheduled Start Date

Low

2021-02-04 10:09:00

Status

Scheduled End Date

Completed

2021-02-05 10:09:00

Target Date

Created By

mspencer (Mike Spencer)

Completion Date

Invoice

2021-02-05 10:13:00

No

Actual Cost

Budget Cost

\$930.74

\$0.00

Variance

Last Check In

-\$930.74

Last Check Out

Total Hours

Assets

Asset ID	Import ID	Name	Maintenance Class	Location	Description	Current Reading	Last Work Order Reading
2542		2013 GMC Sierra	None		Previous Port GM Truck (black 4x4)	166893	<No readings entered>

Notes

Date	Note	Added By
2021-02-05 10:08 AM	Scan test completed. Transfer case motor replaced. Invoice attached.	mspencer

Supervisor's Signature

Technician's Signature