

STA Member Profile

Don Sadler, Executive Director of Parks & Facility Operations, City of Windsor

1. What is your role with the Corporation of the City of Windsor?

Executive Director of Parks and Facility Operations.

2. What kind of team do you work with?

The Parks and Facility Operations team consists of 4 managers:

- Manager of Parks Operations
- Manager of Parks Development
- Manager of Forestry and Horticulture
- Manager of Facility Operations

Each manager reports directly to the Executive Director of Parks and Facility Operations.

3. What are you and your team responsible for?

Parks and Facility Operations is responsible for the year round maintenance and operation of all parkland, greenspace, trails, landscaping and corporate facilities within the City of Windsor.

4. What is the biggest challenge in your job?

Constant communication.

5. What is the most satisfying part, what makes the job worthwhile for you?

Nothing satisfies like success.

6. What is the biggest misconception about your job?

That cutting grass and planting flowers are our main functions.

7. What is your educational/employment background?

I am a graduate of Humber College from the Landscape Technologist program.

Throughout the years, I have gained extensive experience in the operations of parks and facilities through my positions as Supervisor of Operations, Ottawa; Superintendent of Parks Maintenance, Etobicoke; Director of Parks Operations, Etobicoke; and Director of Parks, Windsor.

Presently, as Windsor's Executive Director of Parks and Facility Operations, my duties are as follows:

- Provide leadership and vision for the unit, delivering parks and facility operations as part of the Client Services portfolio.
- Oversee the operations of parks, forestry, horticulture, park design and development and maintenance of all Parks and Recreation and corporate buildings.
- Responsible for \$17,000,000 gross operating and \$15-20,000,000 annual capital program operations including 20 permanent management staff, 130 permanent unionized employees and the full time equivalent of 50 part time and seasonal staff.
- Direct communication with City Council, Senior Management Team, media and community agencies on issues related to parks and facility services within the City of Windsor and the surrounding region.

8. Tell us about your family.

I have a son, Jeff, and daughter, Tanya. My partner is Lou-Ann Barnett.

9. What do you enjoy doing outside of the workplace? Hobbies, favourite past times?

Hockey and golf.

10. What direction(s) would you like to see the industry, as a whole, move towards?

I don't feel there is necessarily a requirement to move forward without perhaps moving back and reacquainting ourselves with tried and true horticultural and maintenance practices. Then we could utilize modern technology to refocus on past practices to influence best practices today.

11. What do you consider to be the biggest benefit of being a member of the STA?

The ability to contact friends and professionals in our industry for advice, support and encouragement. ♦



Standard Operating Procedure

By designing an SOP for every piece of equipment, the message is loud and consistent for every employee. The following is a seasonal example.

WARNING!

This Safetygram is designed as a tool to be used in conjunction with the operator's manual in the safe operation of the **John Deere with snow plow attachment**. Further site training and experience are necessary for competent operation.

SAFE PRACTICES

- **DO NOT USE** equipment unless trained.
- If equipment is damaged or malfunctions, **DO NOT USE**. Report to your supervisor immediately.
- **DO NOT REMOVE** or circumvent any safety devices on the equipment.
- **ALWAYS WEAR** prescribed personal protective equipment.
- **FAMILIARIZE** yourself with the operating manual before use.

John Deere with Snow Plow Attachment

PERSONAL PROTECTIVE EQUIPMENT

- Green patch safety boots
- Gloves (for inspection)
- Warm seasonal clothing
- Follow legislations and use P.P.E.
- I.E. (safety vest, reflective striping)



PRE-USE INSPECTION & MAINTENANCE

- Pre-trip inspection of vehicle
- Check plow for excessive wear, cracks & broken parts
- Check hydraulic connection for proper attachment
- Check engine oil, hydraulic oil and coolant for proper levels. See **FLUIDS** section.
- If unit is equipped with operation lights, check for proper operation
- After starting vehicle, test all controls that operate the plow attachment. Raise and lower. Left and right angles.
- Check tire chains and air pressure

OPERATING PROCEDURE

- First do a visual inspection of area to plow.
- Release the parking brake by stepping on the parking brake and lifting the parking brake handle.
- Use the forward and reverse pedals to propel the intermediate in the proper direction.
- Use the dual controls to move the blade up and down as well as left and right.
- After making first pass with the plow, remaining passes should only use half to three-quarter of the blade per swipe.
- Blade should be angled at all times when you are using the plow.
- If snow is required to be removed from a stationary object, then you should back drag. This is done by lowering the blade in the straight position in front of the stationary object and reversing the vehicle until you have achieved the desired distance that would allow you to now push the snow forward to the designated location.

STARTING PROCEDURE

Hold the Murphy switch over ride (only on the 935) and turn the key one stage to the right. Wait for the glow plug light to go out then start the engine by turning the key one more stage to the right and release on start up. Hold the Murphy switch for 10 to 20 seconds more then release.

FLUIDS

- Fuel: Coloured Diesel
- Engine Oil: 15W40
- Transmission/Hydraulic oil: Type F or Dextron

TRANSPORTATION

- Always transport with the plow in the most raised position.
- The intermediate needs to be secured when on a trailer with the parking brake set and the blade lowered.

CAUTION

- Always look back before putting vehicle in reverse.
- Use extreme caution while reversing.
- Remember that your surrounding area can change its structure in seconds and will not be the same as you remember it as being on your last pass just seconds ago.
- Be always aware of other traffic and pedestrians in your vicinity.
- Be aware that the intermediate is a rear steer machine and that it is very easy to hit things with the rear end.
- Store the machine with the blade lowered.



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