



Staff Report

Report To: Council Meeting
From: Lee Gosnell, Manager of Operations & Community Services
Date: 2023-04-13
Subject: Monthly Operations Update – March 2023

Recommendation:

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services for information purposes

Purpose:

The purpose of this report is to provide West Elgin Council with an overview of operations carried out during the month of March.

Background:

Utilities

- Bi-monthly meter reading took place in March. A list of all reader types was compiled during the reading cycle to help confirm quantities for the new AMR hardware that is being installed under this year's capital budget.
- Re-reads were completed, and necessary repairs made.
- Located numbers are increasing with the warmer weather, and multiple emergency locate requests were completed due to the strong winds which occurred at various times throughout the month.
- Building maintenance activities at the West Lorne Complex and Rodney Library were carried out during March.
- The utilities operator finished winter shift duties with the public works department.
- The utilities supervisor coordinated the first joint health and safety meeting of 2023.

Public Works

- Routine inspection of municipal and county roads took place.
- Winter maintenance activities were on-going during the first half of the month, but milder conditions prevailed as we moved closer to April.
- Staff worked on tree removal at various locations throughout the municipality. Much time was also spent cleaning up downed trees and branches after the storm. This operation will continue well into April.
- Crews dealt with multiple service requests such as sightline concerns on Pioneer Line and sign repair at various locations in West Elgin
- Brushing was carried out on McDougall Line in preparation for an upcoming ditch cleanout.
- Winter equipment was removed from the graders, washed, oiled and stored for the season.

- Dragging of gravel roads began late month as conditions improved. Lack of frost and plenty of moisture contributed to many potholes in the gravel road network.
- Repairs to the concrete bridge deck on Fleming Line also began in March and are expected to wrap up in early April.
- The public works department welcomed operator Josh Knight as the latest addition to the West Elgin team.

Parks & Recreation

- Arena operators Matt Ross and Michael Aers completed the basic refrigeration course and exam, as administered by ORFA (Ontario Recreation Facilities Association).
- Staff continued routine maintenance at all facilities, as well as additional cleaning in conjunction with programming and rentals at the Rodney Rec Centre.

March was an extremely busy month for staff in the recreation department, as they were instrumental in both a shining achievement, and tragic loss here in West Elgin. Kraft Hockeyville contacted staff early in the month to advise the municipality they were in the running for this year's contest. A great deal of information was gathered and supplied to the people at Kraft upon request. As the month wore on, there were many visits by contest organizers and various media outlets. All this preparation took place while still maintaining a full slate of programming within the arena, and as you all know, concluded with a victory on April 1.

At the other end of the spectrum lies all the hard work and special effort put into funeral arrangements for West Elgin's Mayor, Duncan McPhail. An event of this size would require a special venue, and the Rodney Recreation Centre was chosen. Staff picked up additional chairs from Dutton-Dunwich and gave the facility a thorough cleaning in preparation for this special use. Parks staff also assisted in setting up the hall, building maintenance over the course of two days, and cleanup duties. The hard work and attention to detail put into these two events did not go unnoticed and was most certainly appreciated by many.

Respectfully submitted by,
Lee Gosnell, Manager of Operations & Community Services

Report Approval Details

Document Title:	Monthly Operations Update - March 2023 - 2023-15-Operations Community Services.docx
Attachments:	
Final Approval Date:	Apr 11, 2023

This report and all of its attachments were approved and signed as outlined below:

Jana Nethercott