



MUNICIPALITY OF **West Elgin**

Staff Report

Report To: Council Meeting
From: Lee Gosnell, Manager of Operations & Community Services
Date: 2023-05-11
Subject: Monthly Operations Update – April 2023

Recommendation:

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services Re: Monthly Operations Update.

Purpose:

The purpose of this report is to provide West Elgin Council with a brief update of municipal operations undertaken during the month of April.

Background:

Public Works

- Dragging and grading of gravel roads took place throughout the month as weather permitted.
- Shoulder repair from winter plowing operations completed.
- Patching on various hardtop roads in the urban and rural areas
- Installed new entrance culvert on Crinan Line
- Pumped water off road at the corner of Gray Line and Graham Road. Investigated cause of backup and determined it was a damaged tile outlet. Locates ordered for upcoming repair.
- Continued with brush cleanup from March storm damage and contractor was in West Elgin to start grinding stumps left from winter tree removal.
- Install new clay backslope in ditch on Dunborough Road to prevent erosion.
- All operations staff participated in chainsaw and woodchipper training.
- The remaining winter equipment was removed from the trucks, washed, oiled, and stored.
- The roadside mowers were taken out of storage and serviced.

Utilities

- Installed a new 2" water connection and meter pit on Siver Clay Line.
- Water was turned on in the Port Glasgow Trailer Park and utilities staff assisted the new park supervisor with starting the system and repairing any leaks discovered.
- All other trailer parks were also turned on during the final weeks of April, as requested.
- The utilities supervisor investigated multiple servicing requests and reviewed contract documents for on-going projects.
- The warm weather has allowed contractors and homeowners to start many new projects, therefore utility locate requests have increased significantly.

- Meter changes, final reads and other scheduled work orders were also completed during the month.

Parks and Recreation

- Staff spent time wrapping up celebrations for Kraft Hockeyville and the parks supervisor attended multiple meetings during the month of April to assist in planning details moving forward now that West Elgin has been successful.
- Ice was removed from the arena during the first week of April and the facility received a thorough cleaning when staff could not work outdoors due to inclement weather.
- Daily cleaning activities at the Rodney Rec Centre and outdoor spaces were completed.
- Winter equipment was washed, oiled, and stored for the season.
- Park equipment including mowers and maintenance tools were taken out of storage and prepared for the upcoming season.
- Staff completed spring cleanup of sticks and debris at most park locations.

Respectfully submitted by,

Lee Gosnell, Manager of Operations & Community Services

Report Approval Details

Document Title:	Monthly Operations Update – April 2023 - 2023-16-Operations Community Services.docx
Attachments:	
Final Approval Date:	May 8, 2023

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

Heather Bouw