



## MUNICIPALITY OF **West Elgin**

### Staff Report

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**Report To:** Council Meeting

**From:** Lee Gosnell, Manager of Operations & Community Services

**Date:** 2023-06-08

**Subject:** Monthly Operations Update - 2023-18-Operations Community Services

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#### **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 Council a brief overview of work carried out in the Operations & Community Services department during the month of May.

#### **Background:**

##### Utilities

- Meter reading was completed mid-month and work orders for repairs and re-reads were assigned.
- The remainder of seasonal water services were turned on in May.
- Locate requests continue to be high with the start of construction season and abundance of nice weather.
- Utility staff assisted with minor repair work at the Port Glasgow Trailer Park.
- The utility supervisor provided servicing information for development requests.
- Staff oversaw the water connection on Munroe Street in West Lorne for the new Tim Hortons restaurant.

##### Public Works

- Public works staff assisted the landfill attendant with the free large item drop off days held on May 10, 12 and 13. Extra help was necessary to deal with the increased attendance and ensure proper sorting. The week went well and proved to be more efficient and environmentally responsible than the previous curbside collection model.
- Crews completed ditching and entrance improvements on McMurphy Line
- Operators removed the sod berm off a section of McLean Line east of Furnival Road to improve road drainage. De-berming of select gravel roads was also completed in May prior to final grading.
- Bridge washing took place at all structures identified within the County RMA.
- All rural intersections were swept by municipal staff and Mobile Sweep was in West Elgin to complete sweeping of the curb/gutter in Rodney, West Lorne and outlying areas with concrete curb.

- Temporary repairs were made to a county road culvert on Graham Road at Crinan Line. The County will add this location to their list for permanent repair in 2024.
- Staff replaced broken guiderail posts on Talbot Line after several were damaged overnight.
- The first cutting of grass was completed along county roads in May and secondary roads were started.
- Operators completed cold patching and sign repair at various locations within the municipality.
- Final grading of gravel roads started in May and the first load of dust suppressant was applied on May 11. As of month end, most roads not receiving maintenance gravel have been graded and brined. Sunny, breezy conditions over the last 6 weeks have dried the gravel roads significantly, which were already drier than normal due to a lack of frost from the winter season. In the absence of rainfall and humidity, there has been little moisture to make the dust suppressant effective. This can be seen when roads are darker/less dusty early in the morning and become lighter/dustier as the day progresses.

## Parks & Recreation

- Operations at the Rodney Recreation Centre are slowing as activities move outdoors or groups begin the summer break. The facility will be available during July and August this summer as Day Camp has moved to their new home at Aldborough Public School and will not be renting the rec centre for programming.
- Washroom facilities at Miller Park and the marina were cleaned and opened for public use.
- Soccer and baseball schedules have started in West Lorne. This requires staff to prepare the grounds, hang nets and line the fields.
- A full grass cutting schedule has started at all locations including parks, marina, municipal buildings, and the town entrances.
- Hanging baskets arrived on May 25 for downtown Rodney and West Lorne and were hung by staff on May 26. Sponsorship signs will be up very shortly.
- There was a full-time position within the parks department and the successful candidate was Dawson Muscutt. Dawson has been with the municipality as a summer student and seasonal arena operator for 5 seasons. Congratulations Dawson!
- Summer students started with the department on May 8 and will assist with a variety of tasks including water flowers, cleaning washrooms and mowing grass.
- The pool cover has been removed and pool cleaning is underway. Staff have met with the head lifeguards and a draft schedule has been created. Swimming lesson registration will open June 1 and the full summer schedule will be posted shortly.

Respectfully submitted by,

Lee Gosnell,  
Manager of Operations and Community Service

**Report Approval Details**

Document Title:	Monthly Operations Update - May 2023 - 2023-18-Operations Community Services.docx
Attachments:	
Final Approval Date:	Jun 1, 2023

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

Heather Bouw