



Staff Report

Report To: Council Meeting

From: Lee Gosnell, Manager of Operations & Community Services

Date: 2023-12-21

Subject: Monthly Operations Report – October and November 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 Council with an update on municipal operations during the month of December.

Background:

Public Works

- Landfill operations are taking place to cover and start a new area for waste placement.
- Fall grading of gravel roads is under way.
- Backhoe training completed for new municipal employee completed and documented.
- Mowing operations completed for the year. Staff are working on cleaning and putting away equipment.
- Staff completed rehab work at the municipal gravel pit located on Johnston Line.
- Two full-time operators from public works completed their Industrial Vegetation spray course.
- Completed installation of a new 42" culvert on Crinan Line.
- Working at Heights course completed by employees who will be utilizing the new boom lift.
- Winter sand trucked in, blended with a 5% mixture of salt, and stockpiled.
- Guard rail posts replaced on Talbot Line and Graham Road.
- Washout along Graham Road at the Thames River bridge corrected.
- Sign work was completed on various roads in West Elgin.
- County and municipal road patrols completed.
- Public works supervisor and Landfill attendant completed a landfill operations course through the Ontario Chapter of SWANA
- Public Works Operators assisted the Utilities department with excavation projects.
- Winter equipment was inspected and installed on the trucks, preparing them for winter season.
- Pothole patching along various roads as weather permitted.
- Tree removal and brushing operations at various locations within the municipality.
- Winter operations were required on a few occasions during the months of October and November.

Parks and Recreation

- Closed and winterized both public washrooms located at Miller Park and the marina.
- Full and part-time staff working regular schedules at the arena.
- Parks supervisor completed training of new part time/casual arena staff member.
- One parks & recreation operator attended Industrial Vegetation spray course.
- Working at heights training for parks staff who will be utilizing boom lift.
- Grass cutting and leaf cleanup to prepare parks for winter.
- Regular cleaning and set-up duties at the Rodney Rec Center
- Staff hung Christmas decorations from downtown lighting in both Rodney and West Lorne.
- Installation of Christmas lights on WL Complex tree was completed in time for the annual Santa Claus Parade
- West Lorne Minor Hockey had 2 tournaments which kept staff extra busy on affected weekends.
- Snow equipment for sidewalks was inspected and made ready for the upcoming winter season.

Utilities

- Installed water service to newly created lot in New Glasgow.
- Repaired leak on 3" watermain at corner of Chestnut and Ridge Streets in West Lorne.
- Water and sewer connections were completed for the Arvai townhouse development.
- Installation of new radio read hardware for water reading started on route 5 (Crinan area).
- 1" service installed for new home build on Silver Clay Line east of Graham Road
- 2" service installed for new commercial build on Pioneer Line east of Kerr Road
- All seasonal water shut offs were completed during the month of November.
- Staff completed a watermain offset on Dunborough Road for a new municipal drain being installed.
- Installation of Radio Read hardware on Route 5 was completed, tested. and used for November water reads.
- Staff worked in conjunction with Flynn Roofing to determine the cause of water damage in the West Lorne library below the flat roof.
- All locates, reads, and other regular duties were completed.

Financial Implications:

N/A

Policies/Legislation:

N/A

Respectfully submitted by,

Lee Gosnell, Manager of Operations & Community Services