



MUNICIPALITY OF **West Elgin**

Staff Report

Report To: Council Meeting

From: Lee Gosnell, Manager of Operations & Community Services

Date: 2020-11-12

Subject: October 2020 – Monthly Report

Recommendation:

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

Purpose:

To provide West Elgin Council with an update on operations carried out during the month of October.

Background:

Parks and Recreation – The main focus for staff last month was the arena. Ice making was completed on time and the facility was ready for its first skaters, the West Lorne Skating Club, on October 3. Mold remediation work and a fresh coat of paint have left the building clean and bright, with many people complimenting arena staff on the improvements. COVID – 19 guidelines have changed the way operations are handled, but every effort has been taken to minimize the impact to users. Screening protocols, social distancing requirements, occupancy limits and additional cleaning time has made scheduling quite a challenge. User groups have been very supportive of the new rules and understand that following these guidelines will help us remain open during these uncertain times. As of months end, usage has almost returned to pre-COVID levels, with a mix of long time users and new groups. Now that staff have become more comfortable with the new scheduling and COVID requirements, additional programing such as public and adult skates will start to be implemented.

Staff balanced arena responsibilities with normal fall work in the parks. Grass was cut, leaves were mulched and tables put away. Finishing touches were put on the new playground equipment at Miller Park with the addition of sidewalks and benches. Playcheck Services of London was also on site in late October to complete a detailed inspection of existing playground structures located at Miller Park, Rodney Park and the Port Glasgow Trailer Park. The recommendations contained in these reports will be used to assist in 2021 budget preparation.

Finally, parks & recreation operator Dave Clements will be leaving West Elgin at the end of October to start his new career as a full-time firefighter. We would like to thank Dave for his contribution to West Elgin and wish him well in all future endeavors. The recruitment process is currently underway to fill this operator's position within the Parks and Recreation Department.

Public Works – Operators were busy in October completing projects before the winter weather sets in. A variety of work was undertaken which includes, but is not limited to, the following;

- Roadside mowing wrapped up for the season and mowers were cleaned/stored for the winter
- Two ditching projects along Talbot Trail were completed
- Culvert replacement on Kintyre Line and McMurchy Line
- Excavation and hydro-vac services for water line repair and new service installation
- Patching potholes
- Sweeping gravel from rural intersections and aprons
- Site prep for sidewalk work at Miller Park, downtown West Lorne, West Elgin Pool and various other minor locations within Rodney and West Lorne.
- First round of leaf and yard waste pickup in the rural area October 26
- Picked up sand for the lawn bowling greens in Arkona and delivered
- Attended multiple calls for deer strikes in various locations throughout the municipality

Staff also began preparing for the winter season by receiving salt and sending plow trucks for their annual inspection. In addition, Greg Pfaff was on hand October 29 and 30 to provide chainsaw & chipper recertification training to all municipal operators. This is required every three years and for any new hire before they are able to operate saws or brush chippers.

Utilities – The Todd Place water main project has been going well. Weather conditions have been favorable, and even with the early delays, the project is on schedule to be completed in early November. Staff were kept busy handling locate requests, which should start to taper off once winter weather sets in. Utilities staff coordinated with public works for water line repair and new service installations. They also assisted on the McMurchy Line culvert replacement project, as the water line had to be secured using a hydro pole so crews could excavate beneath it.

Report Approval Details

Document Title:	October 2020 - Monthly Report - 2020-20-Operations Community Services.docx
Attachments:	
Final Approval Date:	Nov 10, 2020

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

Jana Nethercott