



MUNICIPALITY OF **West Elgin**

Staff Report

Report To: Council Meeting

From: Lee Gosnell, Manager of Operations & Community Services

Date: 2021-01-14

Subject: December 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 a summary of operations carried out during the month of December 2020.

Background:

Parks and Recreation

- The majority of December's time was spent at the arena. Ice bookings remained strong until the Provincial lockdown at Christmas. The arena board has committed to keeping ice in the facility for one lockdown period and will re-evaluate the situation when more information becomes available in January.
- Recreation staff continue to look after winter maintenance of sidewalks in downtown West Lorne and all outlying sidewalks in both towns. Operators should be commended for keeping yard damage to a minimum considering the lack of frost and quantity of snow that had to be pushed/blown.
- Staff cleaned the recreation center and prepared it for Tiny Tots, which had their final inspection and set up before Christmas. The group plans to start the first week of January.
- Our newest facility operator, Michael Aers, started in early December. Michael is replacing David Clements, who left the municipality at the end of October. A special thankyou to part time operator Dawson Muscutt who helped cover David's shifts at the arena until a new facility operator could be hired.

Public Works

- Winter operations were carried out on/off throughout the month starting with the snowstorm on December 1 & 2. It turned out to be a typical month for snow; however, this was the first time in recent years that operators plowed Christmas Eve, Christmas Day and Boxing Day.
- The mild temperatures and snow early in December wreaked havoc with the gravel roads. Luckily, a brief window of mild air helped to dry the roads so operators could get out with the graders and drags. By utilizing the afternoon shift for dragging, the majority of roads were covered before colder temperatures started to tighten things up.

- Staff worked with Gerber Electric to hang Christmas decorations in Rodney and West Lorne, as well as complete various streetlight repairs in town.
- Operators took advantage of dry days for tasks such as patching, sweeping and tree trimming/removal. The balance of time was spent on items such as equipment maintenance, training and manufacturing catch basin lids.

Utilities

- Typical operations were on going in December such as locates, water reads and service requests.
- Operators investigated a sewer complaint on Furnival Road in Rodney and found tree roots in the lateral pipe leading from the house to the street. The problem was rectified and a new cleanout was installed to eliminate future issues.
- As part of the operational changes made this year for winter maintenance, utilities staff now look after plowing/salting sidewalks in downtown Rodney. The tractor is kept at the Rodney water shop, which allows them quick access up Victoria Street. This allows Parks staff to complete West Lorne before coming to Rodney with the trackless machine.
- It should also be noted that utilities operator Grant Schweitzer transitions over to public works for the winter months to assist with winter operations. When not required on the roads, Grant continues his duties within the utilities department. This arrangement has been in place for 3 seasons now and provides flexibility and efficiencies to both departments.

Report Approval Details

Document Title:	December 2020 - Monthly Report - 2021-02-Operations Community Services.docx
Attachments:	
Final Approval Date:	Jan 12, 2021

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

Jana Nethercott