



Municipality of the District of Argyle

Item: Assistant Maintenance
Coordinator & Purchase of Used
Truck

Date: January 22, 2020

VISION

We see Argyle as home to a healthy and thriving rural population. Our municipality promotes and supports economic and social opportunities for the region and engages in the active expression of our unique Acadian heritage. We are a place of choice for rural living and are widely recognized for our warm hospitality and joie de vivre. Surrounded by fresh air and cool ocean breezes, we work and play in the great outdoors. People choose to live in Argyle because of our commitment to each other, to our community and to our neighbors. Argyle is a place we are proud to call home.

Background: On January 15, 2020, the Recreation staff met with the CAO, the Director of Property Inspection and Public Works and the Field Maintenance Assistant to discuss the upcoming maintenance season as well as the challenges that were faced last year. The biggest challenge is dealing with the weather and not having enough resources (staff) to get the job done in a timely manner. Summer students are not available until the end of April at the earliest and that means Wayne is left to do the bulk of the start-up work alone.

The ideal situation would be to hire an Assistant Maintenance Coordinator to work with the Field Maintenance Assistant (Wayne) for 6 months beginning April 1st until the end September. The Recreation Department would also look to hire 2 summer students to work alongside both of the above-mentioned positions. This would provide two reliable teams to take care of the maintenance of our fields, facilities, recreational infrastructure etc. Wayne would be responsible for the coordination of these positions as he reports to the Recreation Department.

We assessed the equipment needs for 2020-21, and with the exception of a second truck, we are well equipped to deliver a high quality maintenance service for the year.

Last year we were successful in obtaining funding for a 16 week as well as an 8 week summer student position, however, there is no guarantee that this will happen again this summer. One of the funding sources is not available to us this year.

Hiring a reliable adult for a 6 month position will mean that less training and supervision will be required from Wayne and retention from year to year would be better. The key is the starting date – early April is the ideal starting point for this position, which is what we are requesting, and is the reason why we are requesting Council's consideration now, as budget deliberations for 2020-21 would only begin after April.

Along with the Assistant Maintenance Coordinator position, the purchase of a used truck will also be needed. This will ensure that transportation is available for both maintenance teams, allowing the maintenance teams to work more efficiently. The Recreation Department also requires the use of a truck from time to time during the busy season for activities and events such as kayaking, biking, etc.

Service currently being met by this team isn't just mowing and whipper snipping fields. There are a number of pre-preparatory services required on all fields, including grass maintenance, dragging ballfields and track and field, lining soccer, baseball track etc, safety checks on owned playgrounds, tennis courts and the list goes on. Each year, it has been a significant challenge to keep up, often relying on our Public Works Wastewater personnel to chip in, but that also has a negative ripple effect on wastewater needs.

Request for CAO's consideration:

Request that the Assistance Maintenance Coordinator Position (Casual) be created, with a starting date of April 1, and that we pursue the purchase of a used truck to enable two teams of two in the summer months to maintain the high-quality maintenance.

Please note that two students will also be required, but last year we hired a third position to fill in where we had significant gaps. This position would eliminate the need to hire that third casual person.

CAO's Recommendation: It is recommended that a used truck be purchased and that an Assistant Maintenance Coordinator be hired as a casual worker (6 months) to work under the Field Maintenance Assistant (Wayne Hubbard), beginning April 1, 2020.

Suggested motion:

Move that the 6 month casual position of Assistant Maintenance Coordinator be created, and filled prior to the approval of the 2020-21 operating budget, and that the CAO be authorized to search for a used truck to fill the vehicle needs for the service.