



STAFF REPORT

Title: Report to the Chief Administrative Officer - Infrastructure Services - March 2019

Meeting Date: April 9, 2019

Executive Summary:

TRANSPORTATION SERVICES

Road Maintenance:

- Sign fixing/replacement; ongoing.
- Lane maintenance; as required.
- Snow Removal and Winter Road Maintenance; ongoing as required.
- Working with Fleet Maintenance to prepare sweepers for spring clean-up.
 - Sweeping schedule under development;
 - Boulevard sweeping complete.
- Assisted contractors and other departments as required.

Fleet Maintenance and Procurement:

- Work Orders for Fleet Maintenance:
 - Mechanics – completed 14 work orders for various departments.
 - Operators – completed 3 work orders for various departments.
 - Contracted Services - 26 work orders were contracted out for various departments.
 - Outstanding - 83 work orders are outstanding for various departments.
- Fuel Consumption:
 - 9,228 liters of gas was dispensed into fleet vehicles for the various departments over 120 transactions.
 - 24,342 liters of diesel was dispensed into fleet vehicles for the various departments over 196 transactions.
- Procurement:
 - Received a new 2018 Chevy Silverado as per the 2018 Capital Budget for the Community Peace Officers.

Cold Lake Regional Aerodrome:

- Daily inspections and reporting; ongoing.
- 13 lots are available for lease.
- Runway drainage issues; ongoing.



- GPS publishing; ongoing.
- The Cold Lake Regional Airport Taxiway and Apron Enhancements Project; on going.
 - Engineering awarded to CIMA Canada Inc.
 - Construction Tender for Phase 1 closed on March 21, 2019; submissions under review.

Transit:

- Bus stop and bus shelter maintenance is being provided through a contract with Achieving Eden Ltd.
- Ad sales; ongoing.

Facility Maintenance:

- Responded to 22 work orders for building maintenance services for various departments.
- Facility Maintenance Contracts:
 - LD Septic - Septic tank cleaning at the Airport; monthly.
 - MT Sync – Spring HVAC, air conditioning and furnace servicing; ongoing.
 - Harvey's Glass - servicing all automatic doors; ongoing.
 - Lakeland Fire and Safety – Annual Kitchen Suppression Inspection and Certification; complete.

ENVIRONMENTAL SERVICES

Waste Management:

- Curb side collection for regular waste, recycling and organics continues as per the 2018-2019 Waste Collection Schedule.
- Transfer Station and Landfill Winter hours from 8:00 am to 5:00 pm Tuesday to Saturday (November 1, 2018 to March 31, 2019).
- Contract with Urlacher Construction Ltd. for the Class III Landfill Operations; ongoing.
- Distribution and repair of automated waste carts; ongoing as required.
- Bailing cardboard that is collected at the Waste Management Facility; ongoing.
- Metal Recycling in progress.
- 2nd scaled was approved and is being constructed.
- Construction of the new Materials Recycling Facility was awarded to NOVA Construction and Mechanical.
- New Recycling Bins have been ordered from Haul-All Equipment.
- New recycling truck has been ordered; anticipated to arrive in 4 months.



Water Distribution and Wastewater Collection (Utilities):

- Meter reading; ongoing.
- Addressing trouble meter reads; ongoing.
- Completed water and sewer locates for contractors and homeowners.
- Timely response to emergency call outs for sewer backups, flooding and leaking meters, etc.; ongoing.
- Valve exerciser program; ongoing.
- Storm Pond Maintenance; ongoing.

Water and Wastewater Treatment:

- Daily building and reservoir inspections, meter readings, laboratory testing and pump hour records are ongoing as per the Standard Operating Procedures.
- Weekly and monthly water and wastewater samples are collected and the results submitted to Alberta Environment and Environment Canada as per the license approval. All monthly log sheets are submitted online to the respective authorities.
- Repairs were made to facilities as required.
- Repairs to membranes; ongoing.
- Toxicity Reduction Evaluation Plan (TRE); ongoing.
- Seasonal lagoon maintenance; ongoing
- WTP Expansion work commenced on November 12, 2018.

ENGINEERING SERVICES

Capital Projects - See attached Capital Project Summary

Geographical Information System (GIS):

- Continued sorting GIS data and related files; ongoing.
- Created maps, queries and large-format printouts as requested by City Staff; ongoing.
- Provided data to subcontractors as requested; ongoing.
- Assisted staff with ArcReader maps; ongoing.
- Updated City Address dataset; ongoing.
- Pothole web application; on going.
- Python SDK of Cityworks installation; ongoing.
- Cityworks maintenance and troubleshooting; ongoing.

COLD LAKE REGIONAL UTILITY SERVICES COMMISSION

The last meeting was held on March 25, 2019 at 6:00 pm in City Hall Council Chambers.



Agenda items included:

Old Business:

- Cold Lake Regional Water Supply Expansion Updates
- Building #9 Force Main Extension - Phase 3

New Business:

- Grant Applications:
 - Alberta Municipal Water/Wastewater Partnership (AMWWP) - Building 9 Force Main Upgrade – Phase 4
 - Alberta Municipal Water/Wastewater Partnership (AMWWP) - Wastewater Treatment Facility – Mechanical Upgrade
 - Green Municipal Fund - Wastewater Treatment Moving Bed Biofilm Reactor Pilot Study

Next Meeting April 22, 2019 at 6:00 pm in City Hall Council Chambers.

Background:

Alternatives:

Recommended Action:

Type the recommendation here

Budget Implications (Yes or No):

No

Submitted by:

Kevin Nagoya, Chief Administrative Officer