



## **STAFF REPORT**

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

**Meeting Date:** May 14, 2019

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### **Executive Summary:**

#### **TRANSPORTATION SERVICES**

##### **Road Maintenance:**

- Sign fixing/replacement; ongoing.
- Lane maintenance; as required.
- Spring sweeping complete.
  - 611.11 tonnes of sand collected.
  - Sand in snow dump will be collected when it is dried out.
  - Highway sweeping ongoing to ensure preparedness for line painting contractors.
- Potholes currently being addressed with quick patching material.
- Asphalt Recycler is being tested and serviced
- Assisted contractors and other departments as required.

##### **Fleet Maintenance and Procurement:**

- Work Orders for Fleet Maintenance:
  - Mechanics – completed 30 work orders for various departments.
  - Operators – completed 5 work orders for various departments.
  - Contracted Services - 28 work orders were contracted out for various departments.
  - Outstanding - 115 work orders are outstanding for various departments.
- Fuel Consumption:
  - 8,572 liters of gas was dispensed into fleet vehicles for the various departments over 109 transactions.
  - 21,234 liters of diesel was dispensed into fleet vehicles for the various departments over 161 transactions.
- Procurement:
  - Received two (2) new Bobcats as per the Trade-Out Program.

##### **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; ongoing.
  - Engineering awarded to CIMA Canada Inc.
  - Construction Tender was awarded to E Construction.

Transit:

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

Facility Maintenance:

- Responded to 25 work orders for building maintenance services for various departments.
- Facility Maintenance Contracts:
  - LD Septic - Septic tank cleaning at the Airport Transfer Station and Imperial Park; monthly.
  - MT Sync - Spring HVAC, air conditioning and furnace servicing; ongoing.
  - Harvey's Glass - servicing all automatic doors; ongoing.
  - Dunrite Roofing - North Arena Roof; complete.
  - Fleetwood Construction Ltd. - patch and paint North Arena ceilings; ongoing.
  - Value Master Homes - Awarded the Kids Time Out/Daycare Facility Improvements project.

## **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 Summer hours from 9:00 am to 6:00 pm Tuesday to Saturday (April 1, 2019 to October 31, 2019).
- Contract with Urlacher Construction Ltd. for the Class III Landfill Operations; ongoing.
- Distribution and repair of automated waste carts; ongoing as required.
  - 253 new waste carts were received as inventory for new customers and replacements.
- Bailing cardboard that is collected at the Waste Management Facility; ongoing.
- Metal Recycling in progress.
- 2<sup>nd</sup> scaled construction; ongoing.



- Construction of the new Materials Recycling Facility was awarded to NOVA Construction and Mechanical.
- New recycling truck has been ordered; anticipated to arrive in July.

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.

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.
- Lagoon maintenance; ongoing.
- WTP Expansion work commenced on November 12, 2018; ongoing.

**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
  - Python coding to generate Service Requests using GIS data.
- Cityworks maintenance and troubleshooting; ongoing.
- Preparing Collector Maps for Hydrants inspections.



- Updating cadastre layer with latest Bellamy records and current assessments.

**COLD LAKE REGIONAL UTILITY SERVICES COMMISSION**

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

Agenda items included:

Delegation:

- Faber LLP, Chartered Professional Accountants

Old Business:

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

New Business:

- 2018 Financial Statements

Next Meeting June 24, 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