



STAFF REPORT

Title: Report to Chief Administrative Officer - Infrastructure Services - May 2019

Meeting Date: June 11, 2019

Executive Summary:

TRANSPORTATION SERVICES

Road Maintenance:

- Sign fixing/replacement; ongoing.
- Lane maintenance; ongoing.
- Street sweeping; ongoing.
- Potholes patching; ongoing.
 - Daily inspections as per the online pothole reporting application.
- Dust Control; complete.
- Highway line painting; complete.
- Assisted contractors and other departments as required.
- Participated in National Public Works Week events.

Fleet Maintenance and Procurement:

- Work Orders for Fleet Maintenance:
 - Mechanics – completed 74 work orders for various departments.
 - Operators – completed 2 work orders for various departments.
 - Contracted Services - 24 work orders were contracted out for various departments.
 - Outstanding - 64 work orders are outstanding for various departments.
- Fuel Consumption:
 - 12,024 liters of gas was dispensed into fleet vehicles for the various departments over 151 transactions.
 - 21,014 liters of diesel was dispensed into fleet vehicles for the various departments over 168 transactions.
- Procurement:
 - Received a new 2018 Chevy Silverado LS 150 as per the 2018 Capital Budget for the Community Peace Officers.
 - Received a new Kubota Utility Task Vehicle and snow blower attachment as per the 2019 Budget for the Parks Department.



- Participated in National Public Works Week events.

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.
- Participated in National Public Works Week events.

Facility Maintenance:

- Responded to 27 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.
 - Fleetwood Construction Ltd. - patch and paint North Arena ceilings; ongoing.
 - Value Master Homes - 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.
- Bailing cardboard that is collected at the Waste Management Facility; ongoing.
- Metal recycling; ongoing.
- 2nd 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.
- Compost Days – May1 - 31, 2019
 - 143 tonnes of compost was given out to approx. 900 customers.
- 11 of 20 Hyd-a-way bins have been received for the future recycling depots; remaining bins anticipated to arrive in June.
- Participated in National Public Works Week events including but not limited to:
 - Visiting 3 local schools to conduct a recycling presentation.
 - Toxic Round Up

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.
- Hydrant flushing program; ongoing.
- Participated in National Public Works Week events.

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.
- Participated in National Public Works Week events.



ENGINEERING SERVICES

- Capital Projects - See attached Capital Project Summary
- Participated in National Public Works Week events.

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; ongoing.
- Cityworks maintenance and troubleshooting; ongoing.
- Participated in National Public Works Week events:
 - Prepared presentation on Orthophotography for the Public Works Open House.

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:



City of *Cold Lake*

Alternatives:

Recommended Action:

Type the recommendation here

Budget Implications (Yes or No):

No

Submitted by:

Kevin Nagoya, Chief Administrative Officer