



STAFF REPORT

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

Meeting Date: October 8, 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.
- Coordinating Asphalt Patching – Contracted Service; ongoing.
- Permanent Thermoplastic Line Painting - Contracted Service; complete.
- Assisted contractors and other departments as required.
 - Installed solar panels in 6 Transit shelters;
 - Site prep and bin deployment for the new Recycling Drop-off locations.
- Completed repair to the Transfer Station Road.
- Foreman, Senior Operator and 4 Operators attended the APWA Winter Maintenance and best practices course.

Fleet Maintenance and Procurement:

- Work Orders for Fleet Maintenance:
 - Mechanics - completed 14 work orders for various departments.
 - Operators - completed 4 work orders for various departments.
 - Contracted Services - 37 work orders were contracted out for various departments.
 - Outstanding - 72 work orders are outstanding for various departments.
- Fuel Consumption:
 - 5,937 liters of gas was dispensed into fleet vehicles for the various departments over 97 transactions.
 - 19,157 liters of diesel was dispensed into fleet vehicles for the various departments over 133 transactions.



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.
- Monitoring accelerated Saturday schedule; ongoing.
- Adjusting routes due to construction and special events; ongoing.

Facility Maintenance:

- Responded to 56 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.
 - Harvey's Glass - servicing all automatic doors; ongoing.
 - Value Master Homes - Kids Time Out/Daycare Facility Improvements project; ongoing.
 - Lakeland Fire and Safety - annual kitchen suppression inspection and certification; ongoing.
 - Lakeland Fire and Safety – annual fire extinguisher, fire alarm and sprinkler system inspections; ongoing.
 - Canal Safety – range hood and grease trap cleaning (North Arena, Marina, Emma's on the Beach, and Energy Centre canteens); ongoing.
 - Value Master Builders Ltd. – Public Works Facility renovation; ongoing.

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).



- Sunday hours from 2pm-6pm commenced on June 2 and discontinued on September 29.
- 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.
- Materials Recycling Facility was awarded to NOVA Construction and Mechanical; building was commissioned and operational as of Oct 1, 2019. Building façade, landscaping and some electrical remains.
- Completed the new Recycling Drop-off Stations at the Energy Centre and the 50 Street (old Grand Centre Hotel location); operational as of Oct 1, 2019.
- Contract with Cold Lake Recycling Ltd. ended on Sept 30, 2019.

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.
- Advanced Metering Infrastructure (AMI) has been awarded to KTI Limited; 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; 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; ongoing.
- Cityworks maintenance and troubleshooting; ongoing.
- Completed configuring and testing new Pothole Reporting application.
- Updated cadastre parcels layer as requested by the Assessor.
- Worked on updating GIS data with the new annexation addresses and roads and 2018 capital projects for 2019 MDW reports.
- Completed preparing data for Street Intersections.
- Attended Annual Meeting of Alberta Municipal GIS Users Group.

COLD LAKE REGIONAL UTILITY SERVICES COMMISSION

The last meeting was held on September 30, 2019 at 6pm in City Hall Council Chambers.

Agenda items included:

Old Business:

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

Correspondence

- Letter of the MD of Bonnyville dated September 27, 2019 RE Member Appointment (D. Swigart)

Next meeting is scheduled for October 28, 2019 at 6pm 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