



STAFF REPORT

Title: Report to Chief Administrative Officer - Infrastructure Services - May 2022

Meeting Date: June 14, 2022

Executive Summary:

TRANSPORTATION SERVICES

Road Maintenance:

- Sign repair and replacement; ongoing.
- Pothole patching; ongoing.
- Assisted contractors and other departments as required.
- Street sweeping; ongoing.
 - Residential sweeping – spring cleanup complete; next round starts June 7.
- 2022 Maintenance Contracts:
 - Asphalt Patching – contract renewed with Laredo Trucking o/a Laredo Paving. Work assigned; ongoing.
 - Dust Control – awarded to Kortech Calcium Services; complete.
 - Pavement Markings – contract renewed with AAA Striping & Seal Coating Service; complete.
 - Thermoplastic scheduling underway.
 - Contractor will return in the fall to repaint Highway 28.
 - Residential Line Painting – awarded to Prestige Pavement Painting Ltd. Work assigned; ongoing.
 - Sidewalk Repair – Contract renewed with Superior Industries Inc. Work assigned; ongoing.
 - Spray Patching – Contract renewed with Read On Roads Inc.; tentatively booked for the first week of July.

Fleet Maintenance:

- Work Orders for Fleet Maintenance completed in May:
 - Mechanics – completed 35 work orders for various departments.
 - Operators – completed 7 work orders for various departments.
 - Contracted Services - 30 work orders were contracted out for various departments.
 - Outstanding – 106 work orders are outstanding for various departments.
- Fuel Consumption:
 - 10,583 liters of gas was dispensed into fleet vehicles for the various departments over 162 transactions.



- 20,319 liters of diesel was dispensed into fleet vehicles for the various departments over 148 transactions.

Cold Lake Regional Aerodrome:

- Daily inspections and reporting; ongoing.
- 13 lots are available for lease.
- Repairs to fuel system:
 - Faulty pump temperature probe; repaired – pump is back in service. Extra parts purchased for future repairs.
 - Broken keypad; repaired. Extra parts purchased for future repairs.

Transit:

- Bus stop and bus shelter maintenance is being provided through a contract with Achieving Eden Ltd.
 - Contract end approaching; Invitation to tender being prepared.
- Monitoring and adjusting routes as required (construction, special events, etc.); ongoing.
- Monthly Transit Reports; ongoing.
- Covid-19 response; ongoing.
 - Weekly fogging/disinfecting of entire bus along with daily wipe downs of high touch areas;
 - Hand sanitizer installed for passengers;
 - Driver barriers have been installed;
 - Masks still mandatory on Public Transit as per Chief Medical Officer of Health; Masks provided on the buses for riders;
 - Signage on the buses and in shelters.

Facility Maintenance:

- Responded to 41 work orders for building maintenance services for various departments.
- Weekly building inspections; ongoing.
- Servicing of HVAC systems in all City buildings; ongoing.
- Facility Maintenance Contracts:
 - LD Septic - septic tank cleaning at the Airport, Transfer Station and Imperial Park; monthly.
 - Harvie's Glass & Mirror Ltd. – Automated Door servicing; ongoing.
 - Harvie's Glass & Mirror Ltd. – North Fire Hall Windows & Doors Replacement; awarded – work to be completed by September 30, 2022.
 - Ansell's Refrigeration & Heating Ltd. - HVAC upgrade at WTP; ongoing.
 - MT Sinc - Shower upgrade at Wellness Centre (Energy Centre); ongoing.
 - MT Sinc - North Fire Hall Furnaces & AC Units; awarded - work to be completed by September 30, 2022.



- Electric Services Grand Centre Ltd. - City Hall LED Lights Upgrade and Ceiling Fans; awarded – work to be completed on or before September 30, 2022.
- Nails Enterprises (2007) Inc. - FCSS Skirting; awarded - work to be completed on or before July 31, 2022.
- Jimco Electric Ltd. – North Outdoor Rink Lighting; awarded work to be completed on or before October 31, 2022.
- KRW Construction – North Outdoor Rink Replacement; awarded – work to be completed by September 30, 2022.

ENVIRONMENTAL SERVICES

Waste Management:

- Curb side collection for regular waste, recycling and organics conducted as per the 2021-2022 Waste Collection Schedule.
 - 280 tonnes of waste was collected at the curb in May.
 - 34 tonnes of recyclables was collected at the curb in May.
 - 56 tonnes of organic waste was collected from the curb in May.
- Transfer Station and Landfill summer hours are from 9:00am to 6:00pm Tuesday to Saturday (April 1, 2022 to Oct 31, 2022)
 - 285 tonnes of C&D material was disposed of in the Class III Landfill in May.
- Class III Landfill Operations contract with DD Contracting & Construction Ltd.; ongoing.
- Distribution and repair of automated waste carts; ongoing as required.
- Metal recycling; ongoing.
- Materials Recycling Facility (MRF):
 - Sorting and bailing materials collected at the new MRF; ongoing.
 - 181 tonnes of recyclables (curbside, drop-off locations, self-hauled residential and commercial) received at the MRF in May.
- Collection of recycled material from the Recycling Drop-off Stations; ongoing.
 - 22 tonnes of recyclables was collected from the Recycle Drop-off's in May.

Water Distribution and Wastewater Collection (Utilities):

- Meter reading; ongoing.
- Addressing trouble meter reads; ongoing.
- Completed water and sewer locates for contractors and homeowners.
- Timely responses to emergency call outs for sewer backups, flooding and leaking meters, etc.; ongoing.
- Two (2) emergency underground repairs were completed in May.
- Flushing hydrants and exercising valves; in progress.



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.
- WTP produced 278,819m³ of potable water in April of which 231,029m³ was distributed to the City of Cold Lake.
- Lagoon maintenance; ongoing.
- Toxicity sampling and additional wastewater sampling at the lagoon for the MBBR project; 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.
- Re-surveyed Ground Control Point Markings for Aerial Orthophotography Imagery Acquisition.
- Worked on recreating geometry for road asset IDs.
- Resolved errors that was making SR and WO not visible on the Cityworks mobile app
- Updated the contractors list in Cityworks
- Fixed the error that was restricting field crew to update SR and WO in Cityworks mobile app.
- Assisted in resolving Cityworks attachment issue.

COLD LAKE REGIONAL UTILITY SERVICES COMMISSION

Last meeting was on April 25, 2022 at 6pm in City Hall Council Chambers.

May 30, 2022 meeting was cancelled.

Next meeting is scheduled for June 27, 2022.



Alternatives:

Recommended Action:

Type the recommendation here

Budget Implications (Yes or No):

No

Submitted by:

Kevin Nagoya, Chief Administrative Officer