



STAFF REPORT

Title: Report to Chief Administrative Officer - Infrastructure Services - June 2023

Meeting Date: July 11, 2023

Executive Summary:

TRANSPORTATION SERVICES

Road Maintenance:

- Streets Infrastructure repair, replacement and maintenance; as required.
 - Solar charge controller received for crosswalk at St Dominic School is installed and working.
 - Replacing 12v Batteries for all of the smaller solar crosswalks, approximately 90% complete.
 - ROAM Gateway for 1 Avenue failed. Removed and sent in for repair. Awaiting reinstallation by electrician. ongoing
- Pothole patching; as required.
 - Asphalt recycler in operation. New Hot Box received and in use and is working well.
- Assisted contractors and other departments as required.
- Boulevard sweeping; ongoing. Concrete is complete, grass boulevards; ongoing.
- Spring Sweeping complete. Summer monthly July schedule to follow.

Fleet Maintenance:

- Work Orders for Fleet Maintenance completed in June:
 - Mechanics – completed 43 work orders for various departments.
 - Operators – completed 41 work orders for various departments.
 - Contracted Services – 37 work orders were contracted out for various departments.
 - Outstanding – 119 work orders are outstanding for various departments.
- Fuel Consumption:
 - 10,345 liters of gas was dispensed into fleet vehicles for the various departments over 148 transactions.
 - 18,655 liters of diesel was dispensed into fleet vehicles for the various departments over 152 transactions.

Cold Lake Regional Aerodrome:

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



- Changed two (2) keypads on fuel system

Transit:

- Bus stop and bus shelter maintenance is being provided through a contract with Achieving Eden Ltd.
- Monitoring and adjusting routes as required (construction, special events, etc.); ongoing.
- Transit Reports: Transloc Real Time is retiring and being replaced with Transloc Fixed Route. No impact from this change will occur to the public. Timeline for the new Transloc to be implemented is July 17.

Facility Maintenance:

- Responded to 33 work orders for building maintenance services for various departments.
- Weekly building inspections; ongoing.
- Spring 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.
 - Encore Overhead Doors – Transfer Station doors in Bonnyville and Cold Lake; ongoing.
 - The shop roof, Recommendation to be completed
 - Temporary Fire Hall Relocation with KRW Construction; ongoing
 - Air Conditioning in City Hall (to be completed week of July 10 – 14) and Energy Centre IT room (is complete) with Ansell's Refrigeration & Heating Ltd.
 - West End Shop with Western Roofing, has been awarded.
 - North Fire Hall with Dunn Rite Roofing, has been awarded.
 - Daycare Boiler System with D & G Plumbing, has been awarded.
 - Building 5, 7 and 10 heating upgrades, Recommendation to be completed.

ENVIRONMENTAL SERVICES

Waste Management:

- Curb side collection for regular waste, recycling and organics conducted as per the 2022-2023 Waste Collection Schedule.
 - 264 tonnes of waste was collected at the curb in June
 - 30 tonnes of recyclables was collected at the curb in June.
 - 141 tonnes of Organics was collected at the curb in June. (***This is a new record, previous was 110 in June 2021***)



- Transfer Station and Landfill winter hours are from 8:00am to 5:00pm Tuesday to Saturday (Nov 1, 2022 to Mar 31, 2023).
 - 510 tonnes of C&D material was disposed of in the Class III Landfill in June. ***(This is the most since October 2018)***
- Class III Landfill Operations contract with DD Contracting & Construction Ltd.; ongoing.
- Distribution and repair of automated waste carts; ongoing as required.
- Distribution of the new automated organic carts; ongoing
- Metal recycling; Stockpiling awaiting contract.
- Materials Recycling Facility (MRF):
 - Sorting and bailing materials collected at the MRF; ongoing.
 - 187 tonnes of recyclables (curbside, drop-off locations, self-hauled residential and commercial) received at the MRF in June.
- Collection of recycled material from the Recycling Drop-off Stations; ongoing.
 - 19 tonnes of recyclables was collected from the Recycle Drop-off's in June.

Water Distribution and Wastewater Collection (Utilities):

- Meter reading; ongoing.
- Addressing trouble meter reads; ongoing.
- Completed water and sewer locates for contractors and homeowners. The summer volumes have been increasing significantly, there are now several per day.
- Timely responses to emergency call outs for sewer backups, flooding and leaking meters, etc.; ongoing.
- Hydrant Flushing in progress
- Sewer Flushing in progress
- Camera sewers 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.
- Membrane maintenance is in progress.
- WTP produced 303,840m³ of potable water in May of which 206,562m³ was distributed to the City of Cold Lake.
- Lagoon maintenance; ongoing.

Toxicity sampling, wastewater sampling and reporting submitted as required.



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.
- Worked on eliminating problems with MDW to Asset Optimizer transition and related TCA Reports.
- Updated GIS data and map to facilitate Stormwater Utility Billing implementation

COLD LAKE REGIONAL UTILITY SERVICES COMMISSION

Last scheduled meeting on June 5, 2023 at 6:00 p.m. in City Hall Council Chambers was cancelled.

Alternatives:

Recommended Action:

Type the recommendation here

Budget Implications (Yes or No):

No

Submitted by:

Kevin Nagoya, Chief Administrative Officer