



## STAFF REPORT

**Title:** Report to Chief Administrative Officer - Infrastructure Services - July 2023

**Meeting Date:** August 8, 2023

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### **Executive Summary:**

#### **TRANSPORTATION SERVICES**

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

- Sign repair and replacement; ongoing.
- Pothole patching; ongoing.
- Assisted contractors and other departments as required; barge removal with Parks October 4.
- Street sweeping; ongoing.
  - Final round completed.
- 2022 Maintenance Contracts:
  - Asphalt Patching – contract renewed with Laredo Trucking o/a Laredo Paving. Work assigned; ongoing.
  - Pavement Markings – contract renewed with AAA Striping & Seal Coating Service; round 1 complete.
    - Thermoplastic scheduled for Oct 5.
    - Highway 28 repaint complete.
  - Sidewalk Repair – Contract renewed with Superior Industries Inc. Work assigned; ongoing.
- Spray Patching – Contract renewed with Read On Roads Inc.; completing spray patching week of October 3.

##### **Fleet Maintenance:**

- Work Orders for Fleet Maintenance completed in July:
  - Mechanics – completed 73 work orders for various departments.
  - Operators – completed 14 work orders for various departments.
  - Contracted Services – 22 work orders were contracted out for various departments.
  - Outstanding – 126 work orders are outstanding for various departments.
- Fuel Consumption:
  - 12,394 liters of gas was dispensed into fleet vehicles for the various departments over 194 transactions.
  - 21,495 liters of diesel was dispensed into fleet vehicles for the various departments over 161 transactions.



**Cold Lake Regional Aerodrome:**

- Daily inspections and reporting; ongoing.
- 13 lots are available for lease.
- Repairs to fuel system:
  - Fuel terminal operational, however, error code on cellular modem is beginning to pop up. Determined this has to do with cellular provider eliminating available 3G channels for the modem to access. Installer will be swapping modem for 5G compatible version; scheduled for completion in Sept.
- 5 Year Tank inspection has been completed at Regional Airport. Minor epoxy repairs to the Jet A tank were required.
- New fuel suppliers have been approached, receiving pricing schedules being submitted.

**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.
- 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 updated from mid July to end of August due to Transloc technical issues.

**Facility Maintenance:**

- Responded to 31 work orders for building maintenance services for various departments.
- Weekly building inspections; ongoing.
- Summer 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 Cold Lake; ongoing
  - Harvie's Glass & Mirror -ACCC sound proofing
  - Temporary Fire Hall Relocation with KRW Construction; ongoing
  - Ansell's Refrigeration & Heating Ltd Air Conditioning in City Hall and Energy Centre IT room- ongoing
  - West End Shop Roof- Western Roofing
  - North Fire Hall Roof - Dunn Rite Roofing
  - Daycare Boiler System- D & G Plumbing



- North Public Workshop Roof – western roofing

## **ENVIRONMENTAL SERVICES**

### **Waste Management:**

- Curb side collection for regular waste, recycling and organics conducted as per the 2022-2023 Waste Collection Schedule.
  - 244 tonnes of waste was collected at the curb in July.
  - 37 tonnes of recyclables was collected at the curb in July.
  - 85 tonnes of Organics was collected at the curb in July.
- Transfer Station and Landfill summer hours are from 9:00am to 6:00pm Tuesday to Saturday (April 1, 2023 to Oct 31, 2023).
  - 406 tonnes of C&D material was disposed of in the Class III Landfill in July.
- 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.
  - 181 tonnes of recyclables (curbside, drop-off locations, self-hauled residential and commercial) received at the MRF in July.
- Collection of recycled material from the Recycling Drop-off Stations; ongoing.
  - 19 tonnes of recyclables was collected from the Recycle Drop-off's 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. 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 308,640 m3 of potable water in July of which 227,512 m3 was distributed to the City of Cold Lake.
- Lagoon maintenance; 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.
- Worked on eliminating problems with MDW to Asset Optimizer transition and related TCA Reports.
- Developing a python script to pull service request data from Cityworks
- Designing crystal report for water meter project
- Modified team member profile in Cityworks production site
- Updated GIS data and map to facilitate Stormwater Utility Billing implementation

### **COLD LAKE REGIONAL UTILITY SERVICES COMMISSION**

Last meeting was on July 10, 2023 at 6pm in City Hall Council Chambers.

Agenda items included:

Old Business:

- Wastewater Treatment Facility MBBR Project

New Business:

- 026-FN-23 Amendment to Bylaw No. 022-FN-22, Borrowing Bylaw WWTF

Correspondence:

- Letter from Rebecca Schulz, Minister of Municipal Affairs

Next meeting is scheduled for August 14, 2023.

**Alternatives:**



**Recommended Action:**

Type the recommendation here

**Budget Implications (Yes or No):**

No

**Submitted by:**

Kevin Nagoya, Chief Administrative Officer