



STAFF REPORT

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

Meeting Date: September 12, 2023

Executive Summary:

TRANSPORTATION SERVICES

Road Maintenance:

- Streets Infrastructure repair, replacement, and maintenance; as required.
 - Green lights replaced at 52 Avenue, Highway 55.
 - Laneway Maintenance ongoing.
- 2023 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; Spring Markings complete. Fall paint scheduling TBD
 - Sidewalk Repair – Contract renewed with Superior Industries Inc. Work assigned; ongoing.
 - Spray Patching/Seal Coating– Contract renewed with Read On Roads Inc.; Complete.
- Pothole patching; as required.
 - Adjusting manholes for Utilities /Snow Removal
- Assisted contractors and other departments as required.
 - Assisted with Aqua Days Fireworks traffic outflow.
- Summer Sweeping; Complete. Highway sweeping ongoing

Fleet Maintenance:

- Work Orders for Fleet Maintenance completed in August:
 - Mechanics – completed 56 work orders for various departments.
 - Operators – completed 28 work orders for various departments.
 - Contracted Services – 31 work orders were contracted out for various departments.
 - Outstanding – 118 work orders are outstanding for various departments.
- Fuel Consumption:
 - 11,984 liters of gas were dispensed into fleet vehicles for the various departments over 174 transactions.
 - 22,052 liters of diesel were dispensed into fleet vehicles for the various departments over 179 transactions.



Cold Lake Regional Aerodrome:

- Daily inspections and reporting; ongoing.
 - The Tower Beacon motor is failing. Replacement motor; completed.
- 13 lots are available for lease.
- Repairs to fuel system:
 - 2-year GoC Meter Proving completed August 28.
 - Replacing pin pads as required. 3 replaced this month.

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 being replaced with Transloc Fixed Route. No impact from this change will occur to the public. The timeline for the new Transloc to be implemented is TBD due to Transloc technical issues.

Facility Maintenance:

- Responded to 28 work orders for building maintenance services for various departments.
- Weekly building inspections; ongoing.
- Fall servicing of HVAC systems and boilers in all City buildings; ongoing.
- Winterizing RV Park and outdoor washrooms.
- 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. – ACCC soundproofing; complete
 - Encore Overhead Doors – Transfer Station doors in Cold Lake - ongoing
 - Temporary Fire Hall Relocation with KRW Construction - ongoing
 - Ansell's Refrigeration & Heating Ltd Air Conditioning in City Hall and Energy Centre IT room - complete
 - West End Shop with Western Roofing - complete
 - North Fire Hall with Dunn Rite Roofing - complete
 - Daycare Boiler System with D & G Plumbing – ongoing
 - North Public Workshop Roof -KRW Construction
 - Aero's dressing room - KRW Construction
 - ACCC fencing - JRC fencing
 - North arena rooftop HVAC - NOVA
 - Energy center sports floor and basketball nets – Centar



ENVIRONMENTAL SERVICES

Waste Management:

- Curbside collection for regular waste, recycling, and organics conducted as per the 2022-2023 Waste Collection Schedule.
 - 286 tonnes of waste was collected at the curb in August.
 - 44 tonnes of recyclables were collected at the curb in August.
 - 119 tonnes of Organics were collected at the curb in August.
- Transfer Station and Landfill summer hours are from 9:00 am to 6:00 pm Tuesday to Saturday (April 1, 2023 to Oct 31, 2023).
 - 629 tonnes of C&D material was disposed of in the Class III Landfill in August.
- 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.
 - 203 tonnes of recyclables (curbside, drop-off locations, self-hauled residential and commercial) were received at the MRF in August.
- Collection of recycled material from the Recycling Drop-off Stations; ongoing.
 - 12 tonnes of recyclables were collected from the Recycle Drop-offs in August.

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.
- Hydrant Flushing in progress 85% complete
- Sewer Flushing in progress 95% complete
- Camera sewers in progress
- No emergency main repairs this month.

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 are 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 294,950 m³ of potable water in July of which 214,779 m³ 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):

- 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 on Cityworks production site
- Updated GIS data and map to facilitate Stormwater Utility Billing implementation

COLD LAKE REGIONAL UTILITY SERVICES COMMISSION

The last scheduled meeting was held on August 14, 2023, at 6:00 p.m. in City Hall Council Chambers.

Old Business:

- Wastewater Treatment Facility MBBR Project

New Business:

- 026-FN-23 Amendment to Bylaw No. 022-FN-22, Borrowing Bylaw WWTF (Second and Third reading)

Correspondence

- none

Next meeting is scheduled for Sept 11, 2023



Alternatives:

Recommended Action:

Type the recommendation here

Budget Implications (Yes or No):

No

Submitted by:

Kevin Nagoya, Chief Administrative Officer