Council Public Works Meeting
AGENDA

Tuesday, February 26, 2019
9:00 AM
Council Chambers
County Administration Building

1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. MINUTES APPROVAL
   3.1 Council for Public Works Meeting, January 29, 2019

4. REPORTS
   4.1 January 2019 Public Works Report
   4.2 January 2019 Service Request Management Report

5. UNFINISHED BUSINESS
   5.1 Request for Refund of Garbage Collection Fees - Tabled Report
       Eric Hofbauer

6. NEW BUSINESS
   6.1 Agenda Preparation for 2019 Meeting with Alberta Transportation - Report
       Neil Powell
   6.2 Proposed 2019 Council Road Tour
       Neil Powell
   6.3 Range Road 12 – Letter of Concern
       Neil Powell
   6.4 Intersection Desktop Review - Report
       Neil Powell
   6.5 Update to 2019 Fleet Capital Plan - Report
       Neil Powell

7. INFORMATION ITEMS

8. ADJOURN
CALL TO ORDER
The Council for Public Works meeting for the County of Wetaskiwin No. 10 was called to order by Reeve T. Van de Kraats in the Council Chambers, of the County of Wetaskiwin Administration Office, commencing at 9:00 a.m. on Tuesday, January 29, 2018.

APPROVAL OF AGENDA
Resolution PW20190129.001
MOVED: by Councillor K. Adair
that the agenda be accepted as presented.
Carried Unanimously

3. MINUTES APPROVAL
3.1 Minutes of Council for Public Works December 11, 2018 Meeting
Resolution PW20190129.002
MOVED: by Councillor J. Bishop
to approve the minutes for the Council for Public Works meeting held December 11th, 2018 as presented.
Carried Unanimously

4. REPORTS
4.1 Public Works Report December 2018
The 2019 Interim Municipal Capital and Operating Budget was reviewed and approved by Council at the December 18, 2018 budget meeting. (Ref. Resolution #CG20181218.1028)

Business Plan for Business Unit 3201 PW Administration action states “Effectively manage the finances and resources of Public Works Administration”, therefore Neil Powell, Director of Public Works presented the Public Works Report for the month of December 2018 as follows:
DIRECTORS REPORT

December included snow plowing activities by the Patrol operators and sanding and plowing with the sand trucks. There were intermittent days of warmer temperatures that caused slick and icy conditions. It takes the County approximately 3 days to cover all areas after a winter snow storm.

- Many residents complained that the snow was not removed within one day. It was explained to them that it does take time to get to all of the areas with the primary roads being cleared before the subdivisions and dead end roadways are cleared.
- A few residents called to complain about the cancellation of the County's driveway plowing service program which was ended for the winter of 2018/19 and beyond.

A good part of December was dedicated to the 2019 Budget and capital plans. This includes initial project start-up meetings with staff and with our Engineers. Many of the projects include:

- Hamlet Infrastructure Plan
- Pavement Management System
- Bridge Replacements and Maintenance
- Road Upgrades.

The 2018 Road Construction Project(s) are now in winter shutdown. The remaining work will carry over to 2019 for completion. Notably, work on the Battle Lake Trail and TR 480 are shut down for the season. A "winter shutdown" traffic accommodation plan will be implemented to deal with traffic on these two projects over the winter months.

Phase 2 of the South Regional Pigeon Lake Wastewater System is primarily complete. The supply of power is now in place and full commissioning of the station will be completed by the end of January 2019. It is expected that wastewater from the Summer Villages of Grandview and Poplar Bay will be flowing mid-summer of 2019. Until then, Lift Station 3 will be on standby.

Work is proceeding on the sewage collection forcemain in the subdivisions of Village Creek Estates and Crystal Keys. The work was primarily complete December 2018 with site servicing and site cleanup scheduled for spring/summer of 2019. There were few complaints with this contractor and work.

- Prepared and submitted a Request for Quotation (RFQ) from local suppliers for the supply of 85 sewage grinder pump packages. The RFQ deadline is January 17, 2019 and delivery was stipulated for March 15, 2019. Once received, the County will coordinate the delivery and installation of the grinder pumps to the residents of Village Creek Estates and Crystal Springs.
- Under the Local Improvement Plan (LIP), the cost of the pumps will be added to the overall project (capital) costs which form the Local Improvement Tax.

Public Works – Fleet Capital

The following list of equipment was approved by Council through the interim budget and purchased through Executive Limitations Policy 1905:

- Monroe Front Plow for T3612 ~ Commercial Trucks $13,120, plus GST
- Five (5) Contour Packers ~ Tom Cat Sales $27,385 for each unit, plus GST
- Soil Conditioner ~ Big Foot Enterprises $12,680, plus GST
- Brush Mower ~ Big Foot Enterprises $7,700, plus GST
- Box Blades ~ Big Foot Enterprises $3,150, plus GST.

SHOP FOREMAN REPORT

<table>
<thead>
<tr>
<th>Unit Model</th>
<th>Make/Model</th>
<th>Work Completed</th>
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<tbody>
<tr>
<td>MG1416</td>
<td>Caterpillar 160M Grader</td>
<td>Replace fuel pump.</td>
</tr>
</tbody>
</table>
Commercial Vehicle Inspections:
- TR3915 – 2015 Centerline Tridem Clam
- T1102 – 2002 GMC TC7H042

**UTILITIES FOREMAN REPORT**

-Dart Electric installed a new starter for the fire pump at the Winfield Water Treatment Plant.

-WSP was on site to assess the Winfield Lagoon Liner and is working on a plan for a repair. They believe gas is building up below the liner causing the liner to lift which reduces the capacity of the lagoon cell.

-Sit down meeting with Kyle Dorchester to discuss the Water Treatment Plant. A scale was purchased to more accurately measure chlorine dosage. Other topics discussed were:
  - The need for an alarm system to monitor critical parameters (Free Chlorine residual, Distribution System Pressure, Intrusion)
  - Engineer Approved drawings for Water Treatment Plant (including engineer approved design changes)
  - Exterior lighting
  - Back up heater (electric)
  - Back up Generator
  - Improved communication with County Utilities Department
  - Improved housekeeping of the contractors that enter the Water Treatment Plant
  - Generate a list of seasonal residents – sign in / sign out sheet for winter so we can keep track of which residents will be around for winter. This way residents that leave can have their water shut off to prevent a freeze up and line break.

-Hach was on site to perform the annual calibration of the Pocket Colorimeters.

-Contravention Reference # 347400 Dorchester – “Over Dosing of Chlorine” – due to improper measuring techniques (Gauge Board and stick) the operators had calculated a false high chlorine dosage (16mg/L – maximum is 12.36mg/L). A scale was purchased to prevent this happening in the future.

-Contravention Reference #347464 Lake View Subdivision (Mulhurst) – “THM Sampling not congruent with Production well” Operators would rotate the production well and stand by well month on month off. This resulted in different wells being run when THM sampling was performed, skewing results. Operators will be using only the production well unless an emergency.

-Contravention Reference # 347470 Lakeview Subdivision (Mulhurst) – “Improper Use of Stand-by well” – previously, the operators would rotate the wells month on, month off. This is an incorrect procedure as one well is rated as a production well and the other is rated as stand by. Operators will be using only the production well unless there is an emergency.

-Contravention Reference #347471 Village Lane Condos – “Improper Use of Stand-by well” – previously, the operators would rotate the wells month on, month off. This is an incorrect procedure as one well is rated as a production well and the other is rated as stand by. Operators will be using only the production well unless there is an emergency.

-Contravention Reference # 347646 Winfield – “Water Outage” – UPS (uninterruptable power source) failed, which took the plant PLC offline. Residents ran out of water at 11:30pm December 15 2018. Operators restored service by running plant in manual. The UPS has been replaced and the plant PLC is working again.

-Contravention Reference # 347752 Winfield – “Data Logger Failure – Missed Sampling” The Chlorine Analyzer Data Logger stopped working in July 2017. This was not reported correctly and resulted in the plant being in contravention of Code of Practice for Waterworks Systems Using High Quality Ground Water Table 5-2 “Chlorine Residual” (c) Continuous Monitoring Requirements. If continuous monitoring requirements could not
be met the operators should have followed grab sampling requirement. Operators are now taking Daily water distribution system samples to satisfy requirements.

-Contravention Reference # 347812 Dorchester – "Water Line Break, Reservoir CT not met" A resident who left for winter - left their water on. The line froze and broke resulting in a line leak. This leak drained the reservoir and the daily requirement for CT was not met as water left the reservoir faster than we could guarantee disinfection.

-An application for a License to Divert Water for Winfield Water Treatment Plant for "Well #5" was never submitted when the well was drilled in 2017. An application has been sent in (Dec 28, 2018) to add this well to the current License to Divert.

-Utilities Department has been receiving odor complaints at the intersection of Range Road 10 and West Acreage Road. The County is working with MPE to look at some odor control units for the manhole at that corner.

-Utilities Department has updated the Water Monitoring Reporting for the Sunset Harbour and Village Lane Condos Water Treatment plant. We are currently working on updating Mulhurst WTP, Gwynne Pump House, and Winfield WTP.

ROAD FOREMAN REPORTS

Division 1-5

Fall/Winter Gravelling
- Division 1: 97% complete
- Division 2: 100% complete
- Division 3: 32% complete
- Division 4: 68% complete
- Division 5: not started
- Division 6: not started
- Division 7: not started

Brushing completed at the following locations:
- RGE RD 273 South of TWP RD 454
- TWP RD 454 from RGE RD 262 - ½ mile to west and some of the corner to improve sight lines
- TWP RD 472 and RGE RD 252
- TWP RD 472 and RGE RD 254
- TWP RD 454 and RGE RD 264
- RGE RD 254 just north of TWP RD 470
- 60th Avenue west of 50th Street (RGE RD 10) in Mulhurst
- Corner of RGE RD 264 and TWP RD 473
- Brushing Started:
  - RGE RD 255 North of HWY 13
  - RGE RD 241 East of RGE RD 23-Signed and Barricaded Bridge File 8191; rating the bridge to 10 tonne;
    (RGE RD 262 North of TWP RD 452)

-Tires from Lakedell 4-H Tire Round-up taken for recycling
-Continued efforts on numerous occasions throughout the month to address freezing rain on both gravel and paved surfaces.
-Crews continuing to address work orders, brushing, sign maintenance, plowing/sanding and road side cleanup.

Division 6-7
- Snowplow and sand
- Scratch hills and intersections
- Brushing RGE RD 20, South of HWY 771
- Spot brushing various locations
- Demolish, haul away and burn the building from Battle Lake campground
- Inventory
RIGHT OF ENTRY AGREEMENTS

The following Right of Entry Agreements were signed in the month of December 2018:

- Steven Schmidt - to allow the County crew to brush fence line and pile wood and debris at NE 20-45-26 W4M.
- Wayne Westendorf - to allow the County crew to brush fence line and pile wood and debris at NE 5-47-25 W4M.
- Quentin & Bart Bolstad - to allow the County crew to brush fence line and pile wood and debris at SE 12-44-23 W4M.
- Rosebriar Farms Ltd. – to allow the County crew to brush fence line and pile wood and debris at the following locations:
  - NE/NW 1-44-23 W4M
  - NW 6-44-22 W4M
- V & S Pohl Holdings Ltd. - to allow the County crew to brush fence line and pile wood and debris at the following locations:
  - NW 17-46-24 W4M
  - SW 17-46-25 W4M.
- Gerard and Jose Bles (Bles Seed Potatoes Ltd.) - to allow the County and Contractors to enter onto the lands for the purpose of completing gravel source testing, including testing by drill or excavator at SE 17-47-24 W4M.
- John Crandall Sr. - to allow the County crew to brush fence line and pile wood and debris at SE 19-46-25 W4M.

SOLID WASTE REPORT

November Haul Totals

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<tr>
<th># User</th>
<th>Loads</th>
<th>Weight (Kgs)</th>
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<td>Bearhills</td>
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<tr>
<td>Hilgartner</td>
<td>156</td>
<td>6,610</td>
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<tr>
<td>Lakedell</td>
<td>692</td>
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<td>Millet</td>
<td>895</td>
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<td>Winfield</td>
<td>287</td>
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<tr>
<td>Buck Lake</td>
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<td>Gwynne</td>
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### December Haul Totals

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### 2018 Summary of Haul Totals

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<td>Gwynne</td>
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<td>Mattresses</td>
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## ROAD USE AGREEMENTS

**December 2018**

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## 2018 SUMMARY OF ROAD USE AGREEMENTS

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<td>Temporary Water</td>
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Council for Public Works Meeting, January 29, 2019

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<tr>
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<td>377</td>
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There were 547 permits issued by Roadata regarding use of County of Wetaskiwin roads within the month of November and 474 permits issued by Roadata in the month of December.

There were 356 TRAVIS-MJ permits issued in November 2018 for a total of $5,162.00 and 357 TRAVIS-MJ permits issued in December 2018 for a total of $5,176.50.

**GP ROAD INSPECTIONS**

There were 1 pre, 4 post inspections reported by Chris Patten for the month of December. Ms. Patten also completed 7 approach inspections for new approaches installed by Alberta Products Pipeline Ltd. (TransNorthern Pipelines) - Special Pipeline Project.

Administration recommended that Council approve the Public Works Report for December 2018 as presented.

Discussion ensued regarding the snowplow flags still outstanding. Ratepayers were informed to bring in the unused flag for reimbursement as the service of snowplowing private residential driveways was discontinued in 2018.

Following the detailed Utilities report, N. Powell explained why the manholes at the Village of Pigeon Lake are having odor issues and how the issue is being dealt with.

Concern was expressed over the brushing that was done along RGE RD 255, North of HWY 13. The brushing program is determined and prioritized by the Road Foreman and the project commences once an agreement is entered into with the landowner. Fencing is the responsibility of the landowner.

**Resolution PW20190129.003**

MOVED: by Councillor D. Woitt

to approve the Public Works Report for December 2018 as presented.

Carried Unanimously

**4.2 Ken Woitt - Former SDAB Member Recognition**

Ken Woitt entered the meeting at 9:20 am.

Council was introduced to Ken Woitt and thanked Mr. Woitt for his years of service on the Subdivision and Development Appeal Board (SDAB). SDAB Members are appointed by Council but the SDAB and its decisions are independent of Council.

Mr. Woitt was a member on the SDAB for the past 25 years. At this time he is stepping down. Reeve T. Van de Kraats thanked him for his service the Board from inception in 1996 to October 2018.

A photograph was taken of Mr. Woitt with Council.

Mr. Woitt left the meeting at 9:25 am.
Director of Finance, Eric Hofbauer entered the meeting at 9:26 am.

5. **DELEGATION - 9:30 AM - Eric Hofbauer**
   
   Director of Finance, Eric Hofbauer entered the meeting at 9:26 am.

4. **REPORTS**

4.3 **Service Request Management Report December 2018**

The 2019 Interim Municipal Capital and Operating Budget was reviewed and approved by Council at the December 18, 2018 budget meeting. (Ref. Resolution #CG20181218.1028)

The Business Plan for Business Unit 3205 PW Maintenance action 1.3.1.1 states “Effectively manage the finances and resources of Public Works Administration”, therefore Neil Powell, Director of Public Works presented the Public Works Service Request Management report for the month of December 2018 as follows:

**Public Works Service Request**

**Division One:**

- **SRM 1663 - Assigned**
  - Requested by Councillor B. Krahn on behalf of Dennis Buskas that the culvert on RGE RD 230 near TWP 442 should be investigated as there is a substantial amount of water backing up.
  - PW COMMENT: In August 2018, the County will investigate the issue and report back as per the SRM. Our investigation will look at the existing culvert(s) at the Buskas property and of those road crossings located upstream and downstream. The area has been surveyed and reviewed by staff. A report on the investigation will be developed in early 2019.

- **SRM 1712 - Assigned**
  - Requested by Councillor B. Krahn
  - Please review the size of culverts on TWP 450 between NE-35-44-23 W4M (Kokas) and SE-2-45-3 W4M (Kakoschke).
  - PW COMMENT: This has been investigated and will be addressed in 2019.

**Division Two:**

No SRM’s to Report

**Division Three:**

No SRM’s to Report

**Division Four:**

- **SRM 1854 - Pending**
  - Requested by Councillor J. Bishop to install an opposing yield sign at the intersection of TWP RD 472 and RGE RD 263.
  - Administration has been requested to investigate and provide comment.
  - PW COMMENT: This site is under investigation and a recommendation will be forthcoming.

- **SRM 1855 - Pending**
  - Requested by Councillor J. Bishop to investigate the need for a stop sign at the intersection of TWP RD 474 and RGE RD 263.
  - There is currently a Dead End/No Exit sign posted and a Curve Ahead sign posted just south of the speed curve.
  - PW COMMENT: Traffic Control Device Bylaw does not indicate that a stop sign was posted there previously. This site is under investigation and a recommendation will be forthcoming.

**Division Five:**

- **SRM 1876 - Pending**
  - Requested by Councillor K. Adair, who was contacted by Cliff Stone.
  - Mr. Stone would like to bring to attention the terrible condition of RGE RD 281 and claims the road is almost impassable and has been that way for some time.
  - Mr. Stone would also like to know the status of the fence line clearing NW 24 45 28 W4M as well as the status of the culvert lowering or leveling at NE 23 45 28 W4M.
  - PW COMMENT: The Road Foreman reports that RGE RD 281 is fine; the culvert does
not need to be lowered as the infrastructure is not compromised. With regard to the
brushing, there is a small pile of ash and wire that has been cleaned up.

**Division Six:**
No SRM's to Report

**Division Seven:**
No SRM's to Report

Administration recommended that Council approve the Service Request Management
Report for December 2018 as presented.

N. Powell informed Council that a detailed report of Stop and Yield signs for parts of
Division 4 will be presented at the February Public Works meeting.

Discussion ensued regarding brushing, noting that larger stumps are not cleared off
private land, but the smaller brush is mulched and sprayed within the County road
allowance. Excavator and dozers are used to complete the brushing.

**Resolution PW20190129.004**
MOVED: by Councillor L. Seely
to approve the Service Request Management Report for December 2018 as presented.

Carried Unanimously

5. **DELEGATION - 9:30 AM - Eric Hofbauer**

5.1 **Request for Refund of Garbage Pick-up Fee**

On November 7, 2018 the Utilities Department was contacted by Kathy Goble regarding
her properties at Mulhurst Bay. Currently they own 2 properties which are being
charged garbage collection fees; however one of the lots is vacant (Utility Account
273356.01). Mrs. Goble requested that the fees no longer be levied against the vacant
lot; and further requested refund of fees paid since inception of charges in January
2009.

Section 3 Collection, subsection 3.a of the Waste Management By-law 2008/73 states:

*Mandatory fees will be charged to every lot eligible to receive the service; with the
exception of vacant property. Vacant properties shall be defined as a property with no
improvements or structure capable of occupancy (i.e. holiday trailers shall be
considered as an improvement). Accounts receivable invoices will be sent out every
second month according to the utility billing schedule.*

It is the responsibility of the landowner to report any changes in the use of their land.
There is no correspondence on file prior to this request.

Since the recent changes to the waste management by-law, there have been 37 service
disconnects for garbage pickup County wide.

Administration recommended that Council deny the request from Kathy Goble (Utility
Account 273356.01) to be refunded $1,180.00 for garbage fees dating back to January
2009.

Discussion ensued regarding how the billing is based upon the by-law. If an
improvement had been made on a lot, such as recreational vehicle or a building, then
billing is warranted. It was determined that Administration shall provide additional
information regarding the status of the property. Council discussed tabling this issue to
the February 26, 2019 Council for Public Works meeting pending further information
from Administration.

**Resolution PW20190129.005**
MOVED: by Councillor K. Adair
that the request for refund from Kathy Goble (Utility Account 273356.01) be tabled to
the February 26, 2019 Council for Public Works meeting, pending further information
from Administration.

Carried Unanimously
5.2 2018 Fall Gravel Program Reserve Transfer Amendment - Report

The County currently performs the majority of its Graveling program in the winter months of January and February. At the September 11, 2018 Public Works Council meeting, via Resolution No.PW20180911.1011, Council approved Administration to commence the Fall Graveling program for Divisions 1 through 4 which is work scheduled for 2019, and authorize the transfer of $600,000 from Operating Reserves in 2018. The equivalent amounts would then be returned to reserves as an operating expense in the 2019 budget.

At the December 11th, 2018 Council Public Works Meeting, Council approved to reduce gravel reserves by $585,549.64 to cover the costs of the Fall Gravel Program in 2018 as per Resolution No.PW20181211.1008, that were presented to Council. Due to administrative oversight, the total cost of the 2018 Fall Gravelling Program reported to Council did not include all of the costs of the Program. The amended costs of the 2018 Fall Gravelling program total $637,874.33.

2018 Fall Gravel - Summary of Adjusted Costs

There is currently $628,827.96 in reserves to cover the total cost of the Fall Gravel Program, which would not sufficiently fund the 2018 Fall Gravel Program. A reduction of Gravel Contingency in the amount of $9,046.37 would be needed in addition to the reserve transfer. The Gravel Contingency as at December 31, 2018 was $301,291.33.

Administration recommended that Council approve to reduce gravel reserves by $628,827.96, as amended, and to use $9,046.37 of Gravel Contingency to cover the cost of the Fall Gravel Program in 2018.

Discussion ensued on rescinding the motion to reduce gravel reserves by $585,549.64 to cover the cost of the Fall Gravel Program in 2018. (Ref. Resolution PW20181211.1008).

Resolution PW20190129.005
MOVED: by Councillor K. Rooyakkers

to rescind the motion to reduce gravel reserves by $585,549.64 to cover the cost of the Fall Gravel Program in 2018. (Ref. Resolution#PW20181211.1008).

Carried Unanimously

Resolution PW20190129.006
MOVED: by Councillor K. Rooyakkers

that Council approve to reduce gravel reserves by $628,827.96 and reduce Gravel Contingency by $9,046.37, to cover the cost of the Fall Gravel Program in 2018.

Carried Unanimously

E. Hofbauer left the meeting at 9:52 a.m.

7. NEW BUSINESS

7.1 GP Road Inspections – Contract Renewal - Report

GP Road Inspections was contracted in 2007 to conduct all (pre, post) inspections for approach installations and major equipment moves for well-site access. Inspection fees charged by GP Road Inspections are recuperated by Roadata Services Ltd and reimbursed back to the County. Over the years, Administration has worked closely with GP Road Inspections ensuring that County road infrastructure is protected against various heavy haul industries.

The following inspections were reported by GP Road Inspections for the one year period – January to December 2018:

-Pre-Inspections - 106
-Post Inspections - 132
-Approaches - 4
-AB Products Pipeline Ltd. - 67
The existing services agreement expires on February 28, 2019. On January 11, 2019, Administration met with Ms. Christine Patten operating as GP Road Inspections. Ms. Patten expressed interest in entering into a new two (2) year services agreement for the period March 1, 2019 to February 28, 2021. A 10% rate increase has been requested due to inflationary expenses such as fuel and truck maintenance. GP Road Inspections has been operating under the same rate since the beginning of 2013. The conditions and scope of work outlined in the contract are to remain status quo with the existing contract.

Current contract rates versus 10% rate increase:

<table>
<thead>
<tr>
<th>Zone/Description</th>
<th>Current Rate</th>
<th>Proposed Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zone 1 - West of HWY 22 to County Border</td>
<td>$101.12</td>
<td>$111.23</td>
</tr>
<tr>
<td>Zone 2 - HWY 20 to HWY 22</td>
<td>$89.88</td>
<td>$98.87</td>
</tr>
<tr>
<td>Zone 3 - HWY 771 to HWY 20</td>
<td>$101.12</td>
<td>$111.23</td>
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<tr>
<td>Zone 4 - HWY 2 to HWY 771</td>
<td>$112.35</td>
<td>$123.59</td>
</tr>
<tr>
<td>Zone 5 - RGE RD 240 to HWY 2</td>
<td>$134.82</td>
<td>$148.30</td>
</tr>
<tr>
<td>Zone 6 - Wetaskiwin/Camrose Border to RGE RD 240</td>
<td>$146.06</td>
<td>$160.67</td>
</tr>
<tr>
<td>Well site and access approach inspections – all zones.</td>
<td>$52.50</td>
<td>$57.75</td>
</tr>
</tbody>
</table>

Roadata is contracted by the County of Wetaskiwin to issue permit approvals through the TRAVIS System and administers pre and post road inspection requirements and fee collection. Currently, the County charges $225 for a pre-inspection and $225 for a post-inspection. All expenses regarding pre and post road inspections are recovered through fees charged back to the parties receiving a permit.

Due to the past working relationship with GP Road Inspections and their provision of a good and valued service, Administration recommends that Council approve Option 3, thus entering into a new two (2) year services agreement inclusive of a 10% rate increase. The term of the agreement shall be two years, March 1, 2019 to February 28, 2021.

Discussion ensued regarding when the inspections are being completed and clarification as to who directs the oil companies to complete deficiencies regarding the move. N. Powell confirmed that Ms. Patten informs industry what is required and reports this information back to the County through the month end report/invoice.

**Resolution PW20190129.007**

MOVED: by Councillor K. Rooyakkers

that Council approve a two (2) year services agreement with GP Road Inspections, effective March 1, 2019 to February 28, 2021, inclusive of a 10% rate increase.

New contract rates:

- Zone 1 - West of HWY 22 to County Border - $111.23 per inspection
- Zone 2 - HWY 20 to HWY 22 - $98.87 per inspection
- Zone 3 - HWY 771 to HWY 20 - $111.23 per inspection
- Zone 4 - HWY 2 to HWY 771 - $123.59 per inspection
- Zone 5 – RGE RD 240 to HWY 2 - $148.30 per inspection
- Zone 6 - Wetaskiwin/Camrose border to RGE RD 240 - $160.67 per inspection.
- All well site and access approach inspections are to be completed for the cost of $57.75 per inspection regardless of zone.
7.2 Proposed Bylaw 2019/03 Rescinding Bylaw 2018/50 Waste Management - Report

N. Powell, Director of Public Works reviewed the existing Waste Management Bylaw 2018/50, noting the following summary of issues that required attention:

- Includes references that do not exist or match up in the document; or other documents
- References to bylaws, policies and legislation that does not exist or has been re-titled
- Reference to facilities the County no longer has operations control over (i.e. West Dried Meat Landfill and Wetaskiwin Recycling Center)
- Many definitions not necessary to current method of operation; too many definitions of dwellings and housing
- References to waste materials designated for a landfill
- Allowed for waste Collectors to enter upon private property
- Did not allow for Municipal Tags (as per current practice)
- Schedule A – removed, as any references to program fees will be addressed in the Fees and Charges Bylaw.
- Schedule B: removed, petition form (not necessary); new bylaw allows for creation of forms
- Schedule C: Penalties in lieu of prosecution – removed and is now covered in the new bylaw document and Schedule B
- Schedule D: Penalty Amounts – removed and now covered in the new bylaw document and Schedule B
- Schedule E: Prohibited Waste – removed, as it is covered in the new bylaw document
- Schedule F: Maps – did not include a list of areas or had proper boundaries defined; corrected and now Schedule B.

The following is a summary of the changes which have been included in the proposed Solid Waste Collection Bylaw 2019/03:

- A new description that matches current method of operations.
- Only references the MGA; not necessary to list applicable sections in the MGA.
- Definitions have been cleaned up and corrected.
- "Residential Premises" will cover current practices and deals with the RV issue.
- Definitions of Development Permit, Municipal Tag, and Violation Ticket match other County definitions found within newer bylaws.
- New sections and definitions have been added.
- Collection Services now fully explained.
- Prohibited waste located in main bylaw document and not in Schedules.
- Account and Fees – matches current practices.
- Service fees are further referenced to the Fees and Schedules Bylaw; the waste collection fee under Bylaw 2018/50 had not changed for 10 years.
- Preparation of waste matches current practices.
- Waste containers: bylaw now limits the volume to 2 waste containers versus 4 allowed in Bylaw 2018/50.
- Waste containers defined as a standard garbage container (121 litres); two of these containers are allowed per week (total 240 litres). This matches a large 240 litre bin allowed in most municipalities without recycle collection.
- Set out locations defined and clarified.
- Collection schedules, time of day, holidays now clearly defined.
- Previous bylaw allowed for Collector’s to enter on private property; now not authorized.
- New section dedicated to Transfer Stations and no reference to landfills or Recycling Centers.
- Enforcement section cleaned up to match current practices:
  - Violation tickets and Municipal Tags.
  - Fines and penalties ($250 up to $10,000); amounts double for subsequent offence.
- Schedule A – Collection Areas Defined.
  - Areas listed in written form and with corrected maps to existing boundaries.
- Schedule B – provides a description of offences and their applicable fines.

Administration recommended that Council approve three readings of By-law 2019/03 – Solid Waste Collection.

Council was informed that the contracted garbage hauler for the Buck Lake/ Alder Flats area called into the Director of Public Works to inform that although there is one year remaining in the contract, he was terminating the contract effective December 31, 2018. In January, the County provided collection services using the County garbage truck with the collection date being Thursday rather than Monday. There was a notice posted on the County website and flyers were delivered providing information regarding the allowable quantity that will be collected and the change to the collection date.

Mr. Powell confirmed that there will be a Request for Proposal advertised in September 2019 for garbage collection services throughout the County.

Discussion ensued regarding capacity loads for Millet residents at the East Millet transfer Station.

Within the By-law, point 3.5 states: "This Bylaw is gender neutral and accordingly, any reference to one gender includes another." The by-law does not refer to "him or her" in any situation, therefore it was a consensus that this definition be removed from the by-law.

Discussion ensued regarding By-law point 20.7 which states: "The Director of Public Works may refuse to permit a Person to enter a Transfer Station if that person is in breach of this Bylaw." It was suggested that "or his designate" be included. Clarification was provided noting that the Director of Public Works has informed the operators of the rules and regulations to be followed at all Transfer Stations.

By-law 2019/03 is a by-law of the County of Wetaskiwin No. 10, in the Province of Alberta, regulating and providing for solid waste collection, solid waste transfer and recycling services and this by-law repeals Bylaw 2018/50 in its entirety & all amending bylaws.

**Resolution PW20190129.008**

MOVED: by Councillor L. Seely

that Bylaw 2019/03 be given First Reading.

Carried Unanimously

**Resolution PW20190129.009**

MOVED: by Councillor K. Adair

that Bylaw 2019/03 be given Second Reading.
Resolution PW20190129.010
that Bylaw 2019/03 be presented for Third Reading.

Recorded

<table>
<thead>
<tr>
<th></th>
<th>In Favour:</th>
<th>Opposed:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reeve T. Van de Kraats</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor J. Bishop</td>
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<td>Councillor D. Woitt</td>
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</tr>
<tr>
<td>Councillor K. Adair</td>
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<td>Councillor K. Rooyakkers</td>
<td>X</td>
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</tr>
<tr>
<td>Councillor L. Seely</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

Results

<table>
<thead>
<tr>
<th></th>
<th>5</th>
<th>2</th>
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</thead>
</table>

Carried (5 to 2)

Unanimous consent is required for a by-law to continue to Third and Final Reading on the same day as it was provided First and Second reading.

7.3 Proposed Bylaw 2019/04 Rescinding Bylaw 2018/36 – Fees and Charges - Report

The County of Wetaskiwin has a bylaw to establish service fees and rates to be charged for providing information to the public. The Fees and Charges Bylaw 2018/36 - "Schedule A" is in need of minor updating.

Bylaw 2019/04 is being presented to Council with a recommendation for approval to update the rates and charges shown in Schedule A. Schedule B details rates provided by Safety Codes Services, therefore shall remain status quo. Bylaw 2019/04 will repeal Bylaw 2018/36 in its entirety and all referencing amending By-laws thereafter.

In the schedule, a new table has been created for Utilities. The table will include a reference column which ties the bylaw to other bylaws and policies. The rates included for waste hauled to a transfer station have not changed. The rates for waste collection services at residences have increased from $10.00 per month to $12.50 per month.

UTILITIES

<table>
<thead>
<tr>
<th>REFERENCE</th>
<th>DESCRIPTION</th>
<th>RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Solid Waste Management Bylaw</td>
<td>Solid Waste Collection Services Policy</td>
<td>Solid Waste Collection Fee</td>
</tr>
<tr>
<td>------------------------------</td>
<td>----------------------------------------</td>
<td>---------------------------</td>
</tr>
<tr>
<td>Solid Waste Management Policy</td>
<td>General Waste in excess of 132 cubic feet</td>
<td>$50 per load</td>
</tr>
<tr>
<td>Appliances, white goods (with or without Freon)</td>
<td>$20 per appliance</td>
<td></td>
</tr>
<tr>
<td>Town of Millet – General Waste</td>
<td>$20 per load</td>
<td></td>
</tr>
<tr>
<td>Town of Millet – Mattress</td>
<td>$10 per mattress</td>
<td></td>
</tr>
</tbody>
</table>

Administration recommended that Council approve three readings of By-law 2019/04 Fees and Charges.

Discussion ensued on the charges for Millet residents.

By-law 2019/04 Fees and Charges is a by-law of the County of Wetaskiwin No. 10 in the Province of Alberta for the purpose of establishing service fees and rates to be charged for providing information to the public as presented. By-law 2019/04 will repeal By-law 2018/36 in its entirety and all amending By-laws thereafter.

**Resolution PW20190129.011**
MOVED: by Councillor L. Seely

that Bylaw 2019/04 be given First Reading.

Carried Unanimously

**Resolution PW20190129.012**
MOVED: by Councillor K. Adair

that Bylaw 2019/04 be given Second Reading.

Carried Unanimously

**Resolution PW20190129.013**
MOVED: by Councillor L. Seely

that Bylaw 2019/04 be presented for Third Reading.

Carried Unanimously

**Resolution PW20190129.014**
MOVED: by Reeve T. Van de Kraats

that Bylaw 2019/04 be given Third Reading and it be declared finally passed and the Reeve and Chief Administrative Officer be authorized to sign same and affix thereto the corporate seal of the County of Wetaskiwin No.10.

Carried Unanimously

**7.4 Quotation for Supply of Grinder Pump Packages - Report**

The subdivisions of Village Creek Estates and Crystal Keys are currently receiving a new sewage collection system. The work initiated in 2018 with the installation of forcemains and services to property. This, as part of the South Pigeon Lake Regional Wastewater System.

This report is to consider the next step of the project with the supply of 85 grinder pump packages to serve qualifying residences. The cost of the grinder pump package will initially be paid by the County and added to the overall capital cost of the project.
The capital costs are then tabulated for each property and included on a Local Improvement Tax (LIT).

This process was initially done with the subdivision of Viola Beach at an average cost of $3,009 plus GST per pump package. Once the pump packages are delivered to the County, there is a process to distribute the packages to qualified installers who will work on behalf of the property owners. The cost of installation is borne directly by the owners and is not part of the local improvement tax.

In December 2018, a Request for Quotation was sent out to three qualifying suppliers of the specified grinder pump package. The deadline for submission of quotations was January 17, 2019. Three bids were received; the results are as follows and are inclusive of GST:

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Total Price (incl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sego Industries Inc.</td>
<td>$230,566.67</td>
</tr>
<tr>
<td>Stowell Pumps</td>
<td>$244,941.27</td>
</tr>
<tr>
<td>Wolseley Canada Inc.</td>
<td>$249,428.97</td>
</tr>
</tbody>
</table>

Administration recommended that Council accept the lowest bid from Sego Industries Inc. and award the delivery and supply of 85 grinder pump packages at an average cost of $2,583.38 plus GST per package.

Discussion ensued regarding the original quoted cost of the pumps versus what was presented to the residents. The first pumps ordered were stainless steel and these new pumps are epoxy coated.

Resolution PW20190129.015

MOVED: by Councillor K. Adair

that Council award the supply and delivery of 85 grinder pump packages for the subdivisions of Village Creek Estates and Crystal Keys, to Sego Industries Inc. for the total price of $230,566.67 inclusive of GST.

Carried Unanimously

7.5 Staff Additions

This report is a request for Council to consider additional staff requirements for the Public Works (PW) and Utilities (UT) departments.

Overall, this request is to affect two existing part time positions. This includes an in-scope 0.75 Full Time Equivalent (FTE) Utilities Operator position and an out-of-scope 0.5 FTE Public Works/Utilities administrative position.

0.75 FTE Utilities Operator Position:

As was discussed at the 2018 Strategic Planning Session, it is proposed to upgrade this current 0.75 FTE to a full time position (1.0 FTE). The necessity for the additional staff time is to address the increasing responsibilities placed upon the Utilities department. The increase in workload is primarily attributed to the expansive growth of the sewage collection and treatment systems in, and around the Pigeon Lake area.

In addition to the added facilities to manage, the Utilities Department is addressing operational requirements that are necessary to ensure the safe and efficient delivery of essential services. Operational improvements and enhancements include development of effective maintenance programs, monitoring and reporting, infrastructure protection (AB One Call locates), security and 24 hour emergency services.

Currently, the seasonal 0.75 FTE Utilities Operator position costs the County a total of $52,248 per year. Moving to a 1.0 FTE, the annual cost will be $81,192 which reflects the additional time and inclusion of full time benefits. The overall increase to the
Utilities 2019 budget would be $28,944 and allocated evenly between 4100 Water Services and 4200 Wastewater Services.

0.50 FTE Public Works Assistant:

As well, based on the increased workload, Administration is proposing to upgrade this 0.50 FTE to a full time position (1.0 FTE). This position currently provides administrative work for Public Works and Utilities. The request for additional staff time is to address current operational and administrative shortcomings within the Utilities department and to assist with new programs being planned for PW and for Utilities.

The new objectives will include all PW Administrative staff support and duties will be assigned as required. PW and UT endeavors to fully cross train the three administrative support positions so that interruptions due to sickness or vacation leave can be minimized.

Some of the new objectives moving forward include:

- Continued development and management of the PW and Utilities GIS mapping of infrastructure and systems.
- Assistance with the development and integration of the new Asset Management System (AMS).
- Assistance with AB One Call tickets and program facilitation.
- Enhancements to water and wastewater monitoring and reporting.
- Further development of the Rural Road Study. This requires ongoing amendments due to upgrades and brushing. Also, further development of the road rating criteria and overall road condition evaluations to support recommendations for future upgrades.
- Enhanced level of service for the Road Ban Program and Road Use Agreements.
- Upgrading the management of the solid waste collection service.

Currently, the part time 0.50 FTE Public Works Assistant position costs the County a total of $41,982 per year. Moving to a 1.0 FTE, the annual cost will be $84,360 which reflects the additional time and inclusion of full time benefits. The overall increase to the Public Works and Utilities 2019 budget would be $42,378. This additional labour cost will be allocated evenly across 4000 Utility Services and 3201 Public Works Administration.

For the 2019 budget and on, it is expected that the growth in sewage sales will help to offset the increase in these salaries. Systems and customers are added every year and will further increase revenues through the collection of fees for services.

Administration recommended that Council approve the enhanced staffing request for the Public Works and Utility Departments that will include the increase of the existing 0.75 FTE Utilities Operator position to a 1.0 FTE, and the increase to the existing 0.5 FTE Public Works Assistant position to a 1.0 FTE.

Resolution PW20190129.016

MOVED: by Councillor K. Rooyakkers

that Council approve the request for enhanced staffing for the Public Works and Utilities Departments that will include the increase of the existing 0.75 FTE Utilities Operator position to a 1.0 FTE, and the increase to the existing 0.5 FTE Public Works Assistant to a 1.0 FTE.

Recorded

Favour: In

Reeve T. Van de Kraats X
Councillor J. Bishop
Councillor B. Krahn X
Councillor K. Adair X
Councillor K. Rooyakkers X

Opposed:

X

X

X

X
7.6 **Rescind Policy No. 40.3.1 - User Fee for Adjacent Municipalities - Report**

At the January 23, 2019 Directors meeting, Policy 40.3.1 - User Fee for Adjacent Municipalities was reviewed and it was determined that this policy is no longer relevant and thereby obsolete. The County no longer operates under the guidelines of this policy.

The Directors resolved to have the policy brought forward for Council review with the recommendation that Council rescind Policy 40.3.1 - User Fee for Adjacent Municipalities. (Ref. Resolution DM20190123.010)

Administration recommended that Council rescind Policy 40.3.1 - User Fee for Adjacent Municipalities.

**Resolution PW20190129.017**

MOVED: by Councillor L. Seely

that Council rescind Policy 40.3.1 - User Fee for Adjacent Municipalities.

Carried Unanimously

7.7 **Rescind Policy 40.3.2 – Keys to Solid Waste Facilities - Report**

At the January 23, 2019 Directors meeting, the Keys to Solid Waste Facilities Policy 40.3.2 was reviewed. It was determined that this policy is no longer relevant and thereby obsolete. The County no longer operates under the guidelines of this policy.

The Directors approved the recommendation from Administration to rescind Policy 40.3.2 – Keys to Solid Waste Facilities and resolved that the recommendation to rescind the policy be brought forward for Council review and approval. (Ref. Resolution DM20190123.011)

Administration recommended that Policy 40.3.2 – Keys to Solid Waste Facilities, be rescinded.

**Resolution PW20190129.018**

MOVED: by Councillor K. Rooyakkers

that Council rescind Policy 40.3.2 – Keys to Solid Waste Facilities.

Carried Unanimously

7.8 **Amendments to Solid Waste Management Policy 40.3.3 - Report**

At the January 23, 2019 Directors meeting, the Solid Waste Management Policy was presented with the following recommended amendments to reflect changes to the Solid Waste Management Bylaw, the Fees and Charges Bylaw and amendments to other Policies within the Solid Waste department (4300).

This Policy primarily deals with waste delivered and handled at any of the nine County owned transfer stations.

- Policy number changed to 40.3.1 to reflect rescinding of 40.3.1 and 40.3.2
- Reference to Fees and Charges Bylaw; or alternatively, fees by agreement when servicing a municipality
- Language changed to allow for additions to the User card system (e.g. Summer Village of Argentia).

The Directors approved the amendments and moved that that amended Policy be brought forward for Council review and approval.

Administration recommended that amendments to Policy 40.3.3 – Solid Waste Management be approved as presented or amended.
Resolution PW20190129.019
MOVED: by Councillor L. Seely

that Council approve the amendments to Policy 40.3.3 - Solid Waste Management, now named 40.3.1, as presented.

Carried Unanimously

7.9 Amendments to Garbage Pick-up Services Within Hamlets and Subdivisions Policy 40.3.4 - Report

At the January 23, 2019 Directors meeting, the Garbage Pickup Services Within Hamlets and Subdivision Policy was reviewed and amended to reflect changes to the Solid Waste Management Bylaw, the Fees and Charges Bylaw and amendments to other Policies within the Solid Waste Department 4300.

- Policy number changed from 40.3.4 to 40.3.2 to reflect rescinding of 40.3.1 and 40.3.2
- New title: Solid Waste Collection Services
- Closely follows the language included in the new Solid Waste Management Bylaw for waste collection
- Updates and corrections to the Collection Areas
- Descriptions of allowable and non-permitted waste
- Set out locations, bin types, allowable weekly volumes
- Collection schedules
- Fees are referred to the Fees and Charges Bylaw.

At the Directors meeting, discussion ensued regarding defining “residential premises” within the policy.

Administration notes that the definition of “residential premises” is explained as follows in the Solid Waste Management Bylaw 2019/03 under Definitions 2.1:

x)”Residential Premises” includes:
  a) any building containing a single dwelling unit (single detached dwelling); or
  b) a semi-detached dwelling where each single dwelling unit is deemed to be a Residential Premises; and
  c) a recreational vehicle, meaning a mobile unit meant for use as temporary accommodation and includes, but is not limited to, holiday trailers, tent trailers, fifth-wheel trailers, truck campers, motor homes, park model trailers and recreational units that do not meet Part 9 of the Alberta Building Code (ABC) and that has been issued a Development Permit by the County.

The Directors approved the recommended amendments and resolved that the revised Policy be forwarded for Council review and approval as presented or amended. (Ref. Resolution DM20190123.013).

Administration recommended that Council approve Garbage Pickup Services Within Hamlets and Subdivision Policy 40.3.4 as presented.

Resolution PW20190129.020
MOVED: by Reeve T. Van de Kraats

that Council approve Garbage Pickup Services Within Hamlets and Subdivision Policy 40.3.4, now named Solid Waste Collection Services Policy 40.3.2, as presented.

Carried Unanimously

7.10 Amending Roll-off Bin Usage Policy 40.3.5 - Report

At the January 23, 2019 Directors meeting, the Roll-off Bin Usage Policy 40.3.5 was reviewed with the following amendments to reflect changes to other Policies within the Solid Waste department (4300) or to clarify language to current operations.

- Title changed from Roll-off Bin Usage to Permitted Use of Roll-off Bins
- Policy number changed to 40.3.3
• Language cleaned up throughout
• Removal of reference to “tipping fees”.

At that time, the Directors approved the policy as amended and recommended that the Policy be brought forward for Council review and approval. (Ref. Resolution DM20190123.014)

Administration recommended that changes to Policy 40.3.5 – Roll-off Bin Usage, be approved as presented.

**Resolution PW20190129.021**

MOVED: by Councillor L. Seely

that Council approve changes to Policy 40.3.5 – Roll-off Bin Usage, which is now named "Permitted Use of Roll-off Bins - Policy 40.3.3", as presented.

Carried Unanimously

9. **ADJOURN**

**Resolution PW20190129.022**

MOVED: by Councillor K. Adair

that the Council for Public Works meeting be adjourned at 11:05 am.

Carried

__________________________
REEVE

__________________________
CHIEF ADMINISTRATIVE OFFICER
Public Works Report  
January 2019

Meeting Date (Report Reference Only): 2019/02/26
Meeting (Report Reference Only): Council Public Works

Background

The 2019 Interim Municipal Capital and Operating Budget was reviewed and approved by Council at the December 18, 2018 budget meeting. (Ref. Resolution #CG20181218.1028).

The Business Plan for Business Unit 3201 PW Administration action states “Effectively manage the finances and resources of Public Works Administration”, therefore Neil Powell, Director of Public Works presented the Public Works Report for the month of January as follows:

DIRECTORS REPORT

- Crews are staying busy with snow plowing and sanding when dealing with winter conditions.
- Brushing continues when weather permits.
- The 2019 winter gravelling program is underway with steady progress. On stormy and very cold days, the work is delayed for more favorable conditions.
- Continued work on the 2019 budget which involves preparations for upcoming projects and objectives.

- Work is progressing on the G3 Resource Road project. ROHI has met with all the landowners to discuss the project and negotiate the purchase of additional right-of-way. The land negotiations are going fairly well and it is expected that all purchases will be completed in March 2019. The detailed design is moving forward and should be complete by the end of March. Many of the design details regard drainage and existing buried utilities. This project has been submitted to Alberta Transportation for consideration under the Resource Road grant. The County should hear of any grant award by mid-April, 2019.

- Detailed design on the 2019 bridge and road projects are underway. This involves engineering consultants WSP and ROHI. It is expected that most of the projects will be ready for tender in March or early April.

- Detailed design is progressing on the Alder Flats Sewage Collection expansion project. Initial work will involve brush clearing of the alignment right-of-way and discussions
with adjacent land owners for work and construction easements. Tender of the project should be ready by early April.

- Phase 2 of the South Pigeon Lake Regional Wastewater system is primarily complete. The County along with WSP is working on final commissioning of Lift Station 3 and completing an upgrade to the SCADA and communications systems.

**Fleet Capital**

As part of the 2019 Fleet Capital Plan, the following purchases were made in January through Executive Limitations Policy 1905 from O’Connor Fleet Vehicles Sales & Service Ltd.:

- One (1) 2014 Ford F150 Ext Cab 4x4 for $19,500 plus GST.
- One (1) 2014 Chev 1500 Silverado Crew Cab 4x4 for $19,950 plus GST.

The following purchases were made in January through Source Well, formerly National Joint Powers Alliance (NJPA):

- MG0519 ~ 2019 CAT 140M3 ~ Finning Canada ~ $450,000 + GST & 5 Yr Buy Back of $202,000
- MG0919 ~ 2019 CAT 140M3 ~ Finning Canada ~ $450,000 + GST & 5 Yr Buy Back of $202,000
- T8319 ~ 2019 Kenworth T880 5th Wheel Truck ~ Kenworth Leduc $174,743 + GST.
- L0619 ~ 2019 Skid Steer ~ Finning Canada $138,960.00 plus GST
- MH0119 ~ 2019 Mulcher attachment for L0619 ~ Finning Canada $45,920.00 plus GST

**Shop Foreman Report**

<table>
<thead>
<tr>
<th>Unit Model</th>
<th>Make/Model</th>
<th>Work Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>MG0612</td>
<td>Caterpillar 160M Grader</td>
<td>Non warranty work to repair leaking tandem drive seal. Unit repaired by Union Tractor.</td>
</tr>
<tr>
<td>CT0605</td>
<td>CAT DRXLDII</td>
<td>Non warranty work to repair rear engine seal leaking into transmission and repair broken dozer tilt cylinder. Unit repaired by Union Tractor.</td>
</tr>
<tr>
<td>EX0309</td>
<td>JCB JS160NLC Trackhoe</td>
<td>Insurance claim for excavator with fire damage. Unit at Lift Boss of Edmonton.</td>
</tr>
<tr>
<td>TR2010</td>
<td>Charmac Hotsy Trailer</td>
<td>Unit sent to dealer to repair premature undercarriage wear.</td>
</tr>
</tbody>
</table>

Prepare new vehicles for County Service:
- T7514 – 2014 Ford F150 4x4
- T7614 – Ford Chev 1500 4x4
Commercial Vehicle Inspections:
- TR1509 – 2009 Felling 25’ Flat deck Trailer

Utilities Foreman Report
Contravention Reference #348033 – Gwynne Chlorine Continuous Monitoring had not been working for 5+ years. Camenex Controls came out to trouble shoot PLC.

Contravention Reference #348035 – Sunset Harbour Water Treatment Plant Polycyclic Aromatic Hydrocarbon Sample results were greater than Maximum Allowable Concentration. A resample was performed and within MAC Limits. This is a sensitive test. Things that can throw off the sample results are forest fires in the area, if the person performing the test is a smoker etc.

Contravention Reference #348049 – Gwynne Pump House - Polycyclic Aromatic Hydrocarbon Sample results were greater than Maximum Allowable Concentration. A resample was performed and within MAC Limits. The Gwynne Pump House receives its water from the City of Westaskiwin. County Utilities Staff contacted City Utilities Staff to ensure there was no issue with the water we are receiving. This is a sensitive test. Things that can throw off the sample results are forest fires in the area, if the person performing the test is a smoker etc.

A meeting was held with the Board members of the Village Lane Condos in the Village of Pigeon Lake. The meeting was to discuss the Alberta Environment Potable Water System Risk-Based Inspection Guideline, in particular some of the maintenance items that were missed in the past. Going forward there is a contract with Total Power to have the generator serviced on an annual basis. Clearwater Controls will also be on site to have the Chlorine Analyzer serviced.

Fortis was on site Jan 8 2019 to install the Power Meter and turn the power on at South Side Lift Station #3. Commissioning is scheduled for Feb 25 2019. Telus was on site Feb 12 to hook up the phone lines and Red Deer Lock and Safe are scheduled to be on site Feb 21 to set up the alarm panel.

Water Monitoring Reporting required by Alberta Environment and Parks for the Water Treatment Plants was found to contain errors. Utilities Foreman is working with Alberta Environment and Parks to correct the Reporting System. Attached to this Water Monitoring Reporting Corrections are:

1. Winfield – Contravention Reference #348186
2. Village Lane Condos – Contravention Reference #348187
3. Sunset Harbour – Contravention Reference #348188
4. Mulhurst – Contravention Reference #348189
5. Dorchester – Contravention Reference #348190

Water Use Reporting required by Alberta Environment and Parks for the Licenses to Divert Water was to contain errors. Utilities Foreman is working with Alberta Environment and Parks to
correct the Reporting System. Yearly well analyses were not completed as required. The Production well drilled in Winfield does not have a license to Divert. An application to add it to the existing License to Divert has been submitted. Note the following contravention reports:

- **Contravention Reference # 348566 – Mulhurst (Lakeview Subdivision) Water Treatment Plant – No Back Flow Preventer on Truck Fill Line.** It was discovered that the existing back flow preventer is not piped in correctly and does not offer any protection for the one truck fill customer (Larrie Thomson) or the customers of Lakeview Estates. A decision had to be made to pipe the back flow preventer in correctly or shut the truck fill down. A decision was made to shut the truck down.

- **Contravention Reference # 348567 – Gwynne Pump House Pump Packing and Chlorine Analyzer waste streams feed into water reservoir.** It was discovered that the Waste streams from the Distribution pump packing glands and the Chlorine Analyzer waste stream were piped to feed the waste stream back into the potable water reservoir. The piping had been set up like this since the facility opened and was never noticed. Cobra plumbing was on site Feb 13 2019 and will be making the appropriate repairs during the week of Feb.

ECM was on site at the Gwynne Pump House to remove and rebuild Distribution Pump #2. The vertical turbine pump has exceeded its expected life and was showing signs it was about to fail. Expected time for delivery is 12 weeks. We are currently pricing out rental pumps in case the 1 pump currently running fails.

Muffin Monster was re-installed at South Side Lift Station #1. One of the bolts in the top cover was found to be cross threaded and will need to have the threads cleaned up in the spring.

The knife blade valve at the Mulhurst Lagoon is still having ongoing issues. It was discovered that the valve electrical box was full of water due to faulty conduit. Dart Electric was out to run new conduit and re-wire the valve, but may have made some mistakes in re-wiring. Going forward the plan is to have Dart Electric go over the valve with Mike Snider from WSP to ensure the valve operates normally.

**Road Foreman Reports**

**Division 1-5**
- **Fall/Winter Gravelling**
  - Division 1 97% complete
  - Division 2 100% complete
  - Division 3 32% complete
  - Division 4 68% complete
  - Division 5 not started
  - Division 6 72% complete
  - Division 7 81% complete
- Brushing completed
  - RGE RD 273 south of TWP RD 454
  - TWP RD 454 from RGE RD 262 ½ mile to west and some of the corner to improve sight lines
  - TWP RD 472 and RGE RD 252
  - TWP RD 472 and RGE RD 254
  - TWP RD 454 and RGE RD 264
  - RGE RD 254 just north of TWP RD 470
  - 60th Avenue west of 50th Street (RGE RD 10) in Mulhurst
  - Corner of RGE RD 264 and TWP RD 473
  - TWP RD 441 east of RGE RD 231
  - RGE RD 255 north of HWY 13

- Brushing Started at TWP RD 441 west of RGE RD 231

- Tires from transfer stations taken for recycling

- Continued efforts on numerous occasions throughout the month to address freezing rain on both gravel and paved surfaces.

- Crews continuing to address work orders, brushing, sign maintenance, plowing/sanding and road side cleanup

**Division 6-7**
- Finished winter graveling and stockpiling Division 7
- Winter graveling and stockpiling Division 6
- Snowplow and sand
- Brushing RGE RD 33 south of TWP RD 470
- Brushing TWP RD 463 between RGE RD 41 and RGE RD 50

**Right of Entry Agreements**
Right of Entry Agreements were entered into with the following landowners to allow County crews to brush the fence line and pile wood and debris.

- Trevor Tancock – NE 6-44-22 W4M;
- Mike Nelson – SW 7-44-23 W4M; NE/NW 11-44-23 W4M;
- Reg Buskas – NW 2-44-23 W4M;
- Don Buskas – NE 2-44-23 W4M;
- Don & Reg Buskas – SE 11-44-23 W4M;
- Brad Myer – NW 12-44-23 W4M (230039A TWP RD 442)
- Anthony Perry – NW 12-44-23 W4M (230079 TWP RD 442)
- Lorne Nelson – NW 10-44-23 W4M
**Solid Waste Report**

January Haul Totals

<table>
<thead>
<tr>
<th>User</th>
<th>Loads</th>
<th>Weight (Kgs)</th>
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</thead>
<tbody>
<tr>
<td>Bearhills</td>
<td>204</td>
<td>6,520</td>
</tr>
<tr>
<td>Hilgartner</td>
<td>158</td>
<td>11,000</td>
</tr>
<tr>
<td>Lakedell</td>
<td>771</td>
<td>60,416</td>
</tr>
<tr>
<td>Millet</td>
<td>984</td>
<td>40,440</td>
</tr>
<tr>
<td>Peace Hills</td>
<td>252</td>
<td>6,370</td>
</tr>
<tr>
<td>Winfield</td>
<td>271</td>
<td>17,403</td>
</tr>
<tr>
<td>Buck Lake</td>
<td>700</td>
<td>50,746</td>
</tr>
<tr>
<td>Gwynne</td>
<td>328</td>
<td>52,940</td>
</tr>
<tr>
<td>Mulhurst</td>
<td>428</td>
<td>30,215</td>
</tr>
<tr>
<td>Recycling/Ag. Plastics</td>
<td>--</td>
<td>3,690</td>
</tr>
<tr>
<td>Totals</td>
<td>4,096</td>
<td>70</td>
</tr>
<tr>
<td>Mattresses</td>
<td>9</td>
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**Road Use Agreements**

<table>
<thead>
<tr>
<th></th>
<th>Initiated</th>
<th>Completed</th>
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<tbody>
<tr>
<td>Wellsite &amp; Access</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Pipeline Crossing</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Special</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Contaminated Haul</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Log Haul</td>
<td>1</td>
<td>1</td>
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<tr>
<td>Hauler</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Temporary Water</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Sewage</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>Powerline</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Totals</td>
<td>14</td>
<td>17</td>
</tr>
</tbody>
</table>

There were 336 permits issued by Roadata regarding the use of County of Wetaskiwin roads within the month January 2019. There were 238 TRAVIS-MJ permits issued in January 2019 for a total of $3,451.00 plus GST.

**GP Road Inspections**

There were 8 pre, 7 post and no approach inspections reported by Chris Patten for the month of January 2019.
**Recommendations**

Administration recommends that Council approve the Public Works Report for January 2019 as presented.

**Recommended Resolution**

that Council approve the Public Works Report for January 2019 as presented.
January 2019 Service Request Management Report

Meeting Date (Report Reference Only): 2019/02/26

Meeting (Report Reference Only): Council Public Works

Background

The 2019 Interim Municipal Capital and Operating Budget was reviewed and approved by Council at the December 18, 2018 budget meeting. (Ref. Resolution #CG20181218.1028)

The Business Plan for Business Unit 3205 PW Maintenance action 1.3.1.1 states “Effectively manage the finances and resources of Public Works Administration”, therefore Neil Powell, Director of Public Works presented the Public Works Service Request Management report for the month of December 2018 as follows:

Public Works Service Requests

Division One:
SRM 1663 - Closed
- Requested by Councillor B. Krahn on behalf of Dennis Buskas that the culvert on RGE RD 230 near TWP 442 should be investigated as there is a substantial amount of water backing up.
- PW COMMENT: In August 2018, the area was surveyed and reviewed by staff. A report on the investigation will be developed in early 2019.

SRM 1712 - Closed
- Requested by Councillor B. Krahn
- Please review the size of culverts on TWP 450 between NE-35-44-23 W4M (Kokas) and SE-2-45-3 W4M (Kakoschke).
- PW COMMENT: This has been investigated and will be addressed in 2019.

Division Two:
No SRM’s to Report

Division Three:
No SRM’s to Report

Division Four:
SRM 1854 - Closed
- Requested by Councillor J. Bishop to install an opposing yield sign at the intersection of TWP RD 472 and RGE RD 263.
Administration has been requested to investigate and provide comment.

PW COMMENT: This site is under investigation and a recommendation will be forthcoming.

**SRM 1855 - Closed**
- Requested by Councillor J. Bishop to investigate the need for a stop sign at the intersection of TWP RD 474 and RGE RD 263.
- There is currently a Dead End/No Exit sign posted and a Curve Ahead sign posted just south of the speed curve.
- PW COMMENT: Traffic Control Device Bylaw does not indicate that a stop sign was posted there previously. This site is under investigation and a recommendation will be forthcoming.

**Division Five:**
*SRM 1876 - Closed*
- Requested by Councillor K. Adair, who was contacted by Cliff Stone.
- Mr. Stone would like to bring to attention the terrible condition of RGE RD 281 and claims the road is almost impassable and has been that way for some time.
- Mr. Stone would also like to know the status of the fence line clearing NW 24 45 28 W4M as well as the status of the culvert lowering or leveling at NE 23 45 28 W4M.
- PW COMMENT: The Road Foreman reports that RGE RD 281 is fine; the culvert does not need to be lowered as the infrastructure is not compromised. With regard to the brushing, there is a small pile of ash and wire that has been cleaned up.

**Division Six:**
No SRM’s to Report

**Division Seven:**
No SRM’s to Report

**Recommendations**

Administration recommends that Council approve the January 2019 Service Request Management Report as presented.

**Recommended Resolution**

that Council approve the January 2019 Service Request Management Report as presented.
<table>
<thead>
<tr>
<th>RequestId</th>
<th>Status</th>
<th>Request</th>
<th>Location</th>
<th>AssignedToName</th>
<th>DateResolved</th>
<th>DateReported</th>
</tr>
</thead>
<tbody>
<tr>
<td>1663</td>
<td>Closed</td>
<td>Requested by Councillor B. Krahn on behalf of Dennis Buskas that the culvert on RGE RD 230 near TWP 442 should be investigated as there is a substantial amount of water backing up.</td>
<td>TWP RD 442 and RGE RD 230</td>
<td>Powell, Neil</td>
<td>01/16/19 2:30PM</td>
<td>04/24/18 1:30PM</td>
</tr>
<tr>
<td>1712</td>
<td>Closed</td>
<td>Requested by Councillor B. Krahn that the size of culverts on TWP 450 between NE-35-44-23W4 (Kokas) and SE-2-45-3W4 (Kakoschke) be reviewed.</td>
<td>Review Culvert sizes on TWP RD 250 between NE-35-44-23W4 (Kokas) and SE-2-45-3W4 (Kakoschke).</td>
<td>Perrin, Tim</td>
<td>02/08/19 8:00AM</td>
<td>05/14/18 3:30PM</td>
</tr>
<tr>
<td>1854</td>
<td>Closed</td>
<td>Request from Councillor J. Bishop for an opposing yield sign at the intersection of TWP RD 472 and RGE RD 263. Please investigate and provide comment regarding the need for an additional yield sign at this intersection.</td>
<td>TWP RD 472 and RGE RD 263</td>
<td>Perrin, Tim</td>
<td>01/16/19 3:00PM</td>
<td>10/17/18 1:30PM</td>
</tr>
<tr>
<td>1855</td>
<td>Closed</td>
<td>Councillor J. Bishop has informed that a stop sign may be required at the intersection of TWP RD 474 and RGE RD 263. Review of webmap shows two signs: No Exit (or Dead End) Curve Ahead sign (south of the intersection) Traffic Control Device Bylaw does not authorize a stop sign at this intersection. Please investigate the need for signage at this intersection.</td>
<td>TWP RD 474 and RGE RD 263</td>
<td>Perrin, Tim</td>
<td>01/16/19 3:15PM</td>
<td>10/17/18 1:30PM</td>
</tr>
<tr>
<td>1876</td>
<td>Closed</td>
<td>Councillor K. Adair was contacted by Cliff Stone who would like to bring to attention the terrible condition of RGE RD 281. This road is almost impassable and has been that way for some time - before the end of August. Mr. Stone would also like to know the status of the fence line clearing at NW 24-45-28 W4M, as well as the status of the culvert at NE 23-45-28 W4M (Lowering or leveling)</td>
<td>RGE RD 281 - NE/NW 23-45-28 W4M - Cliff Stone</td>
<td>Powell, Neil</td>
<td>01/16/19 3:15PM</td>
<td>11/23/18 8:45AM</td>
</tr>
</tbody>
</table>
Request for Refund of Garbage Collection Fees - Tabled Report

Meeting Date (Report Reference Only): 2019/02/26
Meeting (Report Reference Only): Council Public Works

Background

At the January 29, 2019 Council for Public Works meeting, Council was presented with a request for refund of garbage collection fees from Kathy Goble for her Mulhurst Bay properties. At that time, Council tabled the request to the February 26, 2019 Public Works meeting to allow Administration time to gather additional details on the property.

The Gobles own 2 properties which are being charged garbage collection fees; however one of the lots is vacant (Utility Account 273356.01). Mrs. Goble requested that the fees no longer be levied against the vacant lot; and further requested refund of fees paid since inception of charges in January 2009.

Section 3 Collection, subsection 3.a of the Waste Management By-law 2008/73 states:

Mandatory fees will be charged to every lot eligible to receive the service; with the exception of vacant property. Vacant properties shall be defined as a property with no improvements or structure capable of occupancy (i.e. holiday trailers shall be considered as an improvement). Accounts receivable invoices will be sent out every second month according to the utility billing schedule.

It is the responsibility of the landowner to report any changes in the use of their land. There is no correspondence on file prior to this request.

Administration was able to assemble the following information:

- In 2009 the garbage bylaw was passed
- At that time, the system was queried for improvements to properties in hamlets and subdivisions which was then compared to the ortho imagery
- If a parcel of land looked like there had been an improvement made, it was physically inspected by county staff for RV’s, houses or developments and was charged accordingly
- Vacant parcels billed in error were adjusted after further investigation
Alternatives

Administration provides the following options for Council consideration:
1. Deny request for refund;
2. Refund requested in the amount of $1,180.00
3. Provide partial refund of Council's consideration.

Recommendations

That Council deny the request from Kathy Goble (Utility Account 273356.01) to be refunded $1,180.00 for garbage fees dating back to January 2009.

Recommended Resolution

That Council deny the request from Kathy Goble (Utility Account 273356.01) to be refunded $1,180.00 for garbage fees dating back to January 2009.
Agenda Preparation for 2019 Meeting with Alberta Transportation - Report

Meeting Date (Report Reference Only): 2019/02/26
Meeting (Report Reference Only): Council Public Works

Background

On February 15, 2019 a letter of invitation was emailed to Russell Watts, Regional Director, Alberta Transportation (AT) to attend either the March 26 or April 23 Council for Public Works meetings to discuss issues of mutual concern.

The following is a list of issues typically reviewed with AT at the annual meeting. Administration is requesting that Council review the list and provide any other items of concern.

- Bridge Funding Updates
- Update on de-designation of Provincial Highways
- Weed control on Provincial Highways
- Roadside Mowing and Haying permits - Provincial Highways
- Highway Closures due to emergency responses - designated detour routes
- Update on Alberta Transportation Highway projects within the County of Wetaskiwin
- Grant availability for County; STIP, GAP, FGT, MSI
- Access Road Management (pavement to and within Hamlets operated and maintained by Alberta Transportation);
  - Gwynne
  - Winfield.
- Update on Alberta Transportation Highway projects within the County of Wetaskiwin; Highways 822, 613 and 795
- Alberta Transportation Reorganization Update
- Bear Hills Travel Centre Development

Recommendations

Administration recommends that Council provide further input regarding the development a proposed agenda for the upcoming 2019 meeting with Alberta Transportation and that the agenda be forwarded to Alberta Transportation for their consideration.
Recommended Resolution

THAT Council approve the proposed agenda for the upcoming 2019 meeting with Alberta Transportation and that the agenda be forwarded to Alberta Transportation for their consideration.
Proposed 2019 Council Road Tour

Meeting Date (Report Reference Only): 2019/02/26

Meeting (Report Reference Only): Council Public Works

Background

On an annual basis, Public Works Administration organizes a County Road Tour which is more of an inter-departmental tour to assist Council in making decisions with respect to Planning and Economic Development, Utilities, Protective Services, Public Works and Parks.

The 2018 Road Tour was held over a period of two days, May 23 and 25, with the following sites visited:

East:

Gwynne Slide Repairs
Lime stabilization projects - 2017 treatments
Graves Gravel Pit Crushing
West Dried Meal Lake Regional Landfill
Range Road 240 - pavement upgrade
Bear Paw Pawn Road and Regional Stormwater Plans
South Pigeon Lake Regional Wastewater System - Phase 3 and internal lines
Range Road 255 south of Hwy 616
Mulhurst Transfer Station Upgrades
Mulhurst Boat Launch
Cameron Heights
Future Industrial Development - Division 3
Louis Bull Road

West:

Battle Lake Trail upgrades
BF 75834 - Pipestone Bridge
BF 78835 over Washout Creek; 2017/18
BF 76500 over Washout Creek; 2017/18
Dorchester Development Inc. and Range Road 11
Yeoford Road - Road upgrades
Rose Creek Road - Road upgrades
Alder Flats Lagoon Expansion
Alder Flats - Sewage Collection
Buck Lake Boat Launch

Administration suggests the following locations to visit on the 2019 Road Tour:

East:

Range Road 240 – G3 Grain Terminal
South Pigeon Lake Regional Wastewater System
Bridge File 6769 - SW 3-47-3 W5M
TWP RD 472 – West of HWY 2A
Stephenson Subdivision
Wright Subdivision
Wetaskiwin Ag Society New Hall and Access Road – Wetaskiwin
Millet Industrial Park – Millet
TWP 480 West of SH795 to Wizard Lake (Leduc developing first mile in 2019)
Gravel Reclaimer in use
Rubber-tire Excavator in use

West:

Dorchester Development
Alder Flats Wastewater System - Internal Lines
“Underutilized” Halls
Greystones on the Lake – Buck Lake
Alder Flats/Buck Lake Fire Hall
Battle Lake Boat Launch
Battle Lake Trail
Bayview Subdivision-Environmental Reserve - enforcement in respect of the Land Use Bylaw.

Typically, the County has booked with Brightview Bus Lines for this event and either Greg Ambler or Norm Reed has driven the bus.

**Recommendations**

Administration recommends that Council provide direction regarding the road tour, including a list of sites to visit, dates that would be favorable and meal suggestions.

**Recommended Resolution**
That Council approve the 2019 Road Tour on the preferred dates and to visit the following sites:

East:

- Range Road 240 – G3 Grain Terminal
- South Pigeon Lake Regional Wastewater System
- Bridge File 6769 - SW 3-47-3 W5M
- TWP RD 472 – West of HWY 2A
- Stephenson Subdivision
- Wright Subdivision
- Wetaskiwin Ag Society New Hall and Access Road– Wetaskiwin
- Millet Industrial Park – Millet
- TWP 480 West of SH795 to Wizard Lake (Leduc developing first mile in 2019)

West:

- Dorchester Development
- Alder Flats Wastewater System - Internal Lines
- “Underutilized” Halls
- Greystones on the Lake – Buck Lake
- Alder Flats/Buck Lake Fire Hall
- Battle Lake Boat Launch
- Battle Lake Trail
- Bayview Subdivision-Environmental Reserve - enforcement in respect of the Land Use Bylaw.
Range Road 12 – Letter of Concern

Meeting Date (Report Reference Only): 2019/02/26
Meeting (Report Reference Only): Council Public Works

Background

On January 23, 2019, Rod Hawken, Chief Administrative Officer received a letter via email signed by the Lakedell Agricultural Society Board Members. The letter is requesting an update from the County on the official plan for Range Road 12.

Lakedell Ag. Society is of the opinion that paving this road would enhance their facility, limiting dust and mud. The facility is used for many events which include weddings, rentals, curling, agricultural events and farmers market.

In 2018, the asphalt was milled and salvaged from the paved portion of Range Road 12. The reason was due to ongoing subgrade and pavement failures which made the road unpredictable and unsafe for travel.

The plan for 2019 is to conduct drainage improvements at the north end and brushing at the south end. The road will remain gravelled and will receive dust control applications. Also, the County will arrange for geotechnical testing of the subgrade to ascertain the existing sub soil strata.

In addition, two staggered traffic count events will be performed on RR 12, north and south of Hwy 13. This will provide background for future upgrades on RR 12 if deemed necessary.

If the traffic count data and research supports the upgrade of RR 12 to a base and pave project, then the reasoning for upgrades and project cost will be presented to Council during the 2020 budget deliberations.

Alternatives

Administration provides the following options for Council consideration:

Option One:

That Council receives the Society letter and RR 12 update from Administration as information; or
Option Two:

That Council direct Administration to pave the road in 2019 and add the project to the 2019 Public Works budget.

Recommendations

Administration recommends that Council receives the Administration update as information and provide the Society with a road update.

Recommended Resolution

That Council receives the Range Road 12 update from Administration as information and direct Administration to send a letter to the Lakedell Agricultural Society detailing the current and future plans for Range Road 12 south of Hwy 13.
Re: Range Road 12

Dear Council:

Respectfully, we ask what the official plans are for Range Road 12 are?

The Lakedell Agricultural Society and the Board of Directors are asking that Range Road 12 be repaved in a timely manner.

Paving the road again is in the best interest of the Lakedell Agricultural Society. Having a paved road to the venue not only is a matter of convenience but it also enhances our facility. Paving would obviously limit dust and mud making the venue easier to travel to as well as making it more of a draw for weddings, rentals and the ever popular weekly farmers market.

The rural patrons of our facility that use the arena on a regular basis would appreciate the ease of access and in the winter the curling members would like to know that they can safely get to the rink as well. Of course the safety of our membership is the top priority and we feel that paving the road again would be in the best interest of everyone that uses the facility.

Regards and thanks,

Lakedell Agricultural Society
Board Members

[Signatures and seals]
Lakedell Farmers' Market
RR#2, PO Box 166
Westerose, AB T0C 2V0
Ph 780-621-0763
(Aasa Yngvesson - manager)

To: County of Wetaskiwin No 10
County Council
Box 6960
Wetaskiwin, AB
T9A 2G5

Re: Range Road #12

Date: January 24, 2019

Dear Council:

We are full time or part time members of the Lakedell Farmers' Market which operates from May until September every year and draws anywhere from 400 to 1000 customers per afternoon/evening. We and our customers travel this Range Road 12 twice a day; the day of the market and before it was paved the vehicles traveling on it created a large cloud of dust that hung above us and the neighbours for the three hour duration of the market. We are concerned about the status of the road, the neighbor complaining and the food safety at the market and are hoping that you will consider repaving it soon.

\ The Lakedell Agricultural Society Board of Directors explained at the January 9, 2019 AGM that they were submitting a letter to the county asking for you to repave Range Road 12 South of Highway 13.

We are in support of the Board of Directors asking for this re-paving for safety, as well as convenience and food safety reasons.

January 24, 2019

Sincerely,

Aasa Yngvesson, Lakedell Farmers' Market manager and the following Vendors:

(see next page)
Lynne Thievain, Wizard Lake Soap, Thorsby (780) 389-4036
Kevin Zellweger, The Quarter Section Food Company, Millet (780) 226-9957
Michelle Wurban, One Shot Photography, Warburg (780) 691-7283
Patricia Erickson, West Country Kettle Corn, Rimbey (780) 505-0635
John Hildebrand, John's Garlic, Winfield (403) 704-3585
Louise Ludwig, Chocolatation, Sherwood Park (780) 239-1818
Steven Souto, President, Steve and Dan's Fresh B.C. Fruit Ltd. (250) 485-2037
Elizabeth Brautl, Franbeta Farms 780-352-3272
Monica Brautl, Franbeta Farms 780-3623272
Wayne Ankerstein, owner A&A Sausage, Calmar (780) 914-0531
Patti and Les Taschuk, Patty's perogies, Mulhurst Bay (780) 389-2293
Valerie Morrow, knitter, Wáteskwin (780) 360-5615
Paul Rine, vegetable grower, Ponoka (780) 588-4654
Ebb and Marlene Stevenson, Birds of the River, Rimbey (403) 843-0043
Linda Magnuson, D&E Handcrafts, Westerose (780) 361-7012
Harmie Mitchell, Harmie's Mini Donuts, Westerose (403) 704-4334
Lowell Coebele, wood crafts, Mulhurst Bay
Leanne Cockburn, Tupperware, Edmonton (780) 554-4709
Kerrie Fraser, Executive Director, Birds & Bees Organic Winery and Meadery, Brossard, 780-668-3371
Rhonda Smith, My Horses' Assets, Drayton Valley 780-514-4774
Sherry Hornett, Ponoka, 403-783-3844
Karen Frank, baking, Calmar 780-985-2251
Catherine Cor, Granny's garden, Falun 780-335-3403
Intersection Desktop Review - Report

Meeting Date (Report Reference Only): 2019/02/26

Meeting (Report Reference Only): Council Public Works

Background

As discussed previously with Council, Administration is proceeding with a desktop review of all intersections in the County. The review is essentially a first step that will lead to a number of initiatives that will enhance the safety at each intersection and provide a level of assurance to the travelling public.

Desktop Review

The desktop review utilizes the information provided via the County’s GIS system (Webmap) where the reviewer looks at a number of existing features that the GIS and ortho photos provide. The reviewer considers:

- Existing signs - is the road under stop or yield control; is it uncontrolled?
- Does the road alignment fit within the road right-of-way?
- Do the turning radii fit within right-of-way?
- Are there field and residential approaches too close to the intersection? A minimum setback from intersection centre has been established at 40 m.
- Are there trees and brush within and along the roadway measured 75 m from the intersection centre? 75 m allows a driver approximately 3 seconds to make a decision when travelling at 90 km/hr. Decision sight distance.
- What is the established through road?

Following the review, a recommendation for upgrades to the intersection are itemized and populated to a data base. Recommendations for brushing, road alignment and radii corrections are included. When reviewing the traffic control, these standard guidelines are followed when forming a recommendation:

- Every intersection is to have traffic control; i.e. uncontrolled intersections will be phased out.
- At 4 leg intersections, traffic control signs such as STOP and YIELD are to have opposing signs.
- Tee intersections will have at least a YIELD sign for the intersecting leg; STOP signs will be considered if intersecting a major roadway (i.e. paved road).
- STOP signs should be preceded with a STOP AHEAD
- T intersections should be preceded with a T INTERSECTION AHEAD
The database will be further enhanced with field inspections followed by a review of the existing Traffic Control bylaw.

The field inspections will verify what the GIS indicated. If a sign is misrepresented in the GIS, (i.e. is missing, or existing and not marked), then it will be rectified. All existing signs will be cross referenced to the existing Traffic Control Bylaw.

The intent of the intersection desktop review is to initiate and implement two significant programs.

The first program is in respect to the current practice of reviewing signs at intersections one at a time, or when someone (e.g. Councilor, CPO, County Staff, or the Public) deem a sign is necessary. To review one by one followed by amendments to the Traffic Control Bylaw is inefficient. The new program will highlight all the intersections recommended for new traffic control. Because it will take time to install new signs, a minimum group of 20 or 30 intersections will come forth to council with recommendations to amend the Traffic Control Bylaw. Obviously, if a sign or specific traffic control is deemed urgent, then that can proceed as quickly as possible.

The second program involves a Public Works crew attending to each intersection that requires improvements. This includes road alignment correction, turning radii correction, brushing, removal of illegal approaches, repair or replacement of existing signage, and culvert repairs.

The intersection desktop review is completed. This will be followed by field assessments during the spring and summer months of 2019. Some of the work involving the Public Works crews (i.e brushing, culvert repairs, road corrections) will be undertaken in 2019 and will be a continuing program for a number of years to eventually cover all the intersections in the County.

**Recommendations**

Administration recommends that Council receive the Intersection Desktop Review process as information.

**Recommended Resolution**

THAT Council receive the Intersection Desktop Review process as information.
Update to 2019 Fleet Capital Plan - Report

Meeting Date: 2019/02/26

Meeting: Council Public Works

Background

The 2019 Interim Municipal Capital and Operating Budget was reviewed and approved by Council at the December 18, 2018 budget meeting. (Ref. Resolution #CG20181218.1028).

This report is to inform Council on current updates to the 2019 Fleet Capital Plan.

Since the 2019 Fleet Capital plan was approved, Fleet has been moving forward with equipment purchases through the tender and quotation process. Several purchases have been made and tenders are in the preparation and advertising stages.

As with any plan, changes are often necessary to meet department demands and to reflect current condition of equipment and method of operations. This update primarily deals with the following changes:

- Purchase prices have been adjusted as per the latest quotations and estimates.
- The capital reserve totals for each unit designated for disposal has been updated to the end of 2018.
- Fleet has decided to sell TRC3093, a 1993 John Deere tractor as it was deemed to be of no further use. Its salvage value is included in the updated plan.
- The disposal and replacement of the (CPO) 2015 Chevy Tahoe has been removed from the plan. The unit will stay in service for 2019.
- T1209 will be sold at auction. It will be replaced by an existing unit in service (T0313).

Overall, the above changes have a net effect of increasing the total capital purchase to $3,593,400 from $3,563,400; and increasing the total contribution from the capital reserve from $2,655,069 to $2,722,605. Therefore due to the changes, the overall net cost has reduced from $312,831 to $279,295.

Note:

In January 2019, EX0309, a 2009 JCB track hoe excavator suffered a significant fire. Fleet is awaiting the response from the insurance adjustor regarding its fate. The unit may be repaired, or it may be scrapped and its replacement value paid to the County. If the excavator is deemed unrepairable, Fleet will likely choose the buyout and add the cash to the Fleet Capital reserve.
Because the County is purchasing a new rubber tired excavator, Fleet will hold off on directly replacing EX0309 and will determine if the rubber tired excavator can meet Public Works’ demands of the EX0309 track hoe as well as meet objectives in the ditch and drainage maintenance program.

**Recommendations**

Administration recommends that Council receive the update to the 2019 Fleet Capital Plan as information.

**Recommended Resolution**

THAT Council receive the update to the 2019 Fleet Capital Plan as information.
<table>
<thead>
<tr>
<th>UNIT NUMBER</th>
<th>DESCRIPTION</th>
<th>DEPT.</th>
<th>COST</th>
<th>SALVAGE VALUE</th>
<th>From Capital Asset Reserve</th>
<th>NET COST</th>
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<tbody>
<tr>
<td>MG0214</td>
<td>Dispose &amp; Replace 2014 Volvo G960 Grader</td>
<td>PW</td>
<td>$450,000</td>
<td>-$191,500</td>
<td>-$260,611</td>
<td>-$2,111</td>
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<td>MG1614</td>
<td>Dispose &amp; Replace 2014 Volvo G960 Grader</td>
<td>PW</td>
<td>$450,000</td>
<td>-$191,500</td>
<td>-$253,188</td>
<td>$5,392</td>
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<tr>
<td>MG1106</td>
<td>Dispose 2006 Cat Grader - (not replacing)</td>
<td>PW</td>
<td></td>
<td></td>
<td>-$60,000</td>
<td>-$60,000</td>
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<tr>
<td>MG0813</td>
<td>Dispose 2013 John Deere 870GP Grader - (not replacing)</td>
<td>PW</td>
<td></td>
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<td>-$55,000</td>
<td>-$55,000</td>
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<tr>
<td>SW T3107</td>
<td>Dispose &amp; Replace 2007 International RHC Roll off Truck</td>
<td>PW</td>
<td>$255,000</td>
<td></td>
<td>-$227,053</td>
<td>-$17,053</td>
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<tr>
<td>Tender</td>
<td>T6013</td>
<td>Replace 2013 Ford F150; re-assign T6013 to replace T4511</td>
<td>PW</td>
<td>$38,000</td>
<td></td>
<td>-$33,766</td>
</tr>
<tr>
<td>Auction</td>
<td>T1299</td>
<td>Dispose 2009 Dodge 1500; reassign T3103 to replace T1299</td>
<td>BYLAW</td>
<td></td>
<td></td>
<td>-$1,000</td>
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<tr>
<td>Tender</td>
<td>T1508</td>
<td>Dispose 2008 Ford F150 and replace with new SUV</td>
<td>BYLAW</td>
<td>$40,000</td>
<td></td>
<td>-$42,826</td>
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<td>Auction</td>
<td>T2010</td>
<td>Replace with new 3 ton 4x4; re-assign T2010 to Utilities</td>
<td>PW/UT</td>
<td>$150,000</td>
<td></td>
<td>-$150,000</td>
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<tr>
<td>Auction</td>
<td>T3006</td>
<td>Dispose 2006 Ford F150 &amp; replace with TS915</td>
<td>Spare</td>
<td></td>
<td></td>
<td>-$1,000</td>
</tr>
<tr>
<td>Auction</td>
<td>T4011</td>
<td>Dispose 2011 Dodge 1/2 ton</td>
<td>Spare</td>
<td></td>
<td></td>
<td>-$1,000</td>
</tr>
<tr>
<td>Auction</td>
<td>T4511</td>
<td>Dispose 2011 Dodge 1/2 ton; replace with T6013</td>
<td>UT</td>
<td></td>
<td></td>
<td>-$1,000</td>
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<tr>
<td>Tender</td>
<td>T4914</td>
<td>Replace 2014 Dodge 3/4 ton; T4914 replaces T6008</td>
<td>PW</td>
<td>$38,000</td>
<td></td>
<td>-$32,295</td>
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<tr>
<td>Auction</td>
<td>T5105</td>
<td>Dispose 2005 GMC 3/4 ton &amp; replace with T5707</td>
<td>ASB</td>
<td></td>
<td></td>
<td>-$1,000</td>
</tr>
<tr>
<td>Tender</td>
<td>T5111</td>
<td>Dispose &amp; Replace 2011 Dodge 3/4 Ton w/ front plow</td>
<td>ASB/PW</td>
<td>$42,000</td>
<td></td>
<td>-$36,617</td>
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<tr>
<td>Tender</td>
<td>T5307</td>
<td>Replace 2007 Ford F250 &amp; move TS707 to replace T5105</td>
<td>ASB</td>
<td>$42,000</td>
<td></td>
<td>-$45,610</td>
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<tr>
<td>Tender</td>
<td>T5915</td>
<td>Replace 2015 Dodge 1500 &amp; move TS915 to replace T2010</td>
<td>PKS</td>
<td>$38,000</td>
<td></td>
<td>-$35,227</td>
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<tr>
<td>Tender</td>
<td>T6008</td>
<td>Dispose 2008 F350 &amp; Replace with T4914</td>
<td>ASB</td>
<td></td>
<td></td>
<td>-$1,000</td>
</tr>
<tr>
<td>SW TR0104</td>
<td>Dispose &amp; Replace 2004 55' lowboy Triaxle Heavy Duty Trailer</td>
<td>PW</td>
<td>$180,000</td>
<td></td>
<td>-$79,902</td>
<td>$90,098</td>
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<tr>
<td>SW TR1509</td>
<td>Replace with new equipment trailer &amp; move TR1509 to Utilities</td>
<td>PW/UT</td>
<td>$50,000</td>
<td></td>
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<tr>
<td>Tender</td>
<td>TRC3093</td>
<td>Dispose of 1993 John Deere tractor</td>
<td>PW</td>
<td></td>
<td></td>
<td>$10,000</td>
</tr>
<tr>
<td>SW L0999</td>
<td>Replace 2019 John Deere 644J Loader &amp; keep L0999 for spare</td>
<td>PW</td>
<td>$325,000</td>
<td></td>
<td>-$208,715</td>
<td>$116,285</td>
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<td>SW L513</td>
<td>Replace 2013 skid steer (C/W Brusher Head); re-assign L513 to Utilities</td>
<td>PW/UT</td>
<td>$185,000</td>
<td></td>
<td>-$115,961</td>
<td>$69,039</td>
</tr>
<tr>
<td>SW</td>
<td>-</td>
<td>Replace Front Plow, Hardware &amp; Rigging for T6012</td>
<td>PW</td>
<td>$14,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SS</td>
<td>-</td>
<td>Replace Soil conditioner</td>
<td>WIN</td>
<td>$13,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SD</td>
<td>-</td>
<td>Replace Welding Bay Crane &amp; Hardware</td>
<td>SHOP</td>
<td>$32,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SS NEW</td>
<td>2 - Used Light Duty 4x4 Trucks ($20,000 each)</td>
<td>ASB</td>
<td>$40,000</td>
<td></td>
<td>-$40,000</td>
<td></td>
</tr>
<tr>
<td>SS NEW</td>
<td>5 Contour teams to fully equip grader fleet at $30,000 each</td>
<td>PW/UT</td>
<td>$150,000</td>
<td></td>
<td>-$150,000</td>
<td></td>
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<tr>
<td>SS NEW</td>
<td>Brush mower (small brushing jobs) for skid steer</td>
<td>WIN</td>
<td>$7,700</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>SS NEW</td>
<td>Box blade (for frost boils) 84&quot; for skid steer</td>
<td>WIN</td>
<td>$3,200</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SS NEW</td>
<td>23,000 lb - Padfoot packer</td>
<td>WIN</td>
<td>$200,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SS NEW</td>
<td>Tridem Cyclic Dumper (West end)</td>
<td>WIN</td>
<td>$80,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SW NEW</td>
<td>8th Wheel Truck (West End)</td>
<td>WIN</td>
<td>$175,000</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>SW NEW</td>
<td>15 Ton Rubber Tired Excavator</td>
<td>PW</td>
<td>$300,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SW NEW</td>
<td>19,000 lb 4x4 Sign Truck</td>
<td>WIN</td>
<td>$250,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NEW</td>
<td>Command Support Vehicle for Millet Fire Dept (Funds From Millet Fire Capital Reserves Acct)</td>
<td>FIRE</td>
<td>$65,000</td>
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<td></td>
</tr>
</tbody>
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**SUBTOTAL: Vehicles, Machinery and Equipment**

<table>
<thead>
<tr>
<th>SUBTOTAL: Vehicles, Machinery and Equipment</th>
<th>Total Contribution to Capital</th>
</tr>
</thead>
<tbody>
<tr>
<td>$3,593,400</td>
<td>$3,011,900</td>
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