1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. MINUTES APPROVAL
   3.1 Public Works Minutes, March 26, 2019

4. REPORTS
   4.1 Public Works Report (March 2019)
   4.2 Service Request Management Report (March 2019)

5. DELEGATION: 10:00 A.M. Edmonton Raceway
   5.1 Edmonton International Raceway – 2019 Update - Report

6. UNFINISHED BUSINESS

7. NEW BUSINESS
   7.1 Land Acquisition Agreement – Jerry D. Shantz and Brenda A. Shantz - Report
       Neil Powell
   7.2 Road Ban Order – April 8, 2019 - Report
       Neil Powell
   7.3 Tender Results for 2019 Road Construction Projects - Shoulder Pull, Clay Cap, Drainage Improvements and Other Work - Report
       Neil Powell
   7.4 Wetaskiwin Agricultural Society – 2019 Wetaskiwin Rawhide Rodeo - Report
       Neil Powell
   7.5 Amending Policy 3102 Custom Work Fee Schedule-Report
       Neil Powell
7.6 Amending Policy 3103 Right of Entry Authorizations - Report

7.7 Amendments to Policy 3202 Compensation for Damages Arising out of Regular County Vehicle and Equipment Travel - Report

7.8 Amending Policy 3204 Acquisition of Clay for Road Construction - Report

7.9 Amending Policy 3206 Road Use Agreement - Report

7.10 Amending Policy 61.1.1 Approach Installation - Report

8. INFORMATION ITEMS

9. ADJOURN
1. 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 9:01 a.m. on Tuesday, March 26, 2019.

2. APPROVAL OF AGENDA

Resolution PW20190326.001
MOVED: by Councillor K. Adair

to approve the agenda for the Council Public Works Meeting (Tuesday, March 26, 2019) as presented.

Carried Unanimously

3. MINUTES APPROVAL

3.1 Public Works Minutes, February 26, 2019

Resolution PW20190326.002
MOVED: by Councillor L. Seely

to approve the minutes for the Council for Public Works meeting held Tuesday, February 26th, 2019 as presented or amended.

Carried Unanimously

4. REPORTS

4.1 Public Works Report (February 2019)

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 February as follows:
DIRECTORS REPORT

February was a very cold month with weeks of minus 30 degrees weather mixed with frequent snowfalls. Crews were kept busy with sanding and snow plow operations.

Much of the work in the month centered around 2019 operations with fine tuning of the budget and corresponding with engineering consultants regarding the many projects underway and those planned for 2019.

Public Works - Fleet Capital

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

- T06 - 2019 Ford F150 Super Crew 4x4 purchased from Denham Ford Sales for $36,424
- T15 - 2019 Ford Edge SE purchased from Denham Ford Sales for $32,464.00
- T49 - 2019 Ford F150 Super Cab 4x4 Long Box purchased from Denham Ford Sales for $36,607
- T59 - 2019 Ford F150 Super Cab 4x4 purchased from Denham Ford Sales for $37,084
- T55 - 2019 Chevrolet K2500HD Double Cab 4x4 purchased from Westgate Chevrolet for $41,038
- T57 - 2019 Chevrolet K2500HD Double Cab 4x4 Long Box purchased from Westgate Chevrolet for $38,943
- 2019 Grader Blade Supply purchased through Source Well (formerly NJPA) for a total cost of $103,286.00
- L02 - 2018 950GC Wheel Loader purchased from Finning Canada for $289,220, plus GST.
- Welding Bay Crane Rebuild awarded to Masco Crane & Hoist for $30,989.00 plus GST
- Mower Blades - RFQ awarded to Martin Deerline for the following:
  - Item 1 ~ 44–Part #501027 Blades (clockwise) @ $56.00/each for a total of $2,464.00, plus GST.
  - Item 2 ~ 22–Part #501028 Blades (counter clockwise) @ $56.00/each for a total of $1,232.00, plus GST.
  - Item 3 ~ 24–Part #117415 Blade Bolt @ $14.00/each for a total of $336.00, plus GST.
  - Item 4 ~ 24–Part #117417 Blade Lock Nut @ $19.00/each for a total of $456.00, plus GST.

Bridges

A letter has been sent to Transport Canada "opting-out" of obtaining regulatory approvals through the Navigation Protection Act on all scheduled and non-scheduled waterways within the County of Wetaskiwin as per Council direction. (Ref. Resolution PW20151013.1015)

WSP Update on County Bridges

- BF 75450 - Culvert Replacement
  - In Design phase
  - Draft preliminary engineering design completed - ready for senior review.
- BF 71375 - Bridge Replacement
  - In Design phase
  - Fish Habitat Assessment field work complete.
  - Survey complete.
  - Bridge site survey and design to be completed in March 2019.
- BF 6769 - Culvert Replacement
  - Final Details
  - Construction is complete. Final Details will be provided in March 2019.
- 2018 Bridge Maintenance Contract (BMC) is now complete.
Shop Foreman Report

<table>
<thead>
<tr>
<th>Unit Number</th>
<th>Make /Model</th>
<th>Work Completed:</th>
</tr>
</thead>
<tbody>
<tr>
<td>MG0115</td>
<td>CATERPILLAR 160M GRADER</td>
<td>Warranty to replace heater motor and Wiper motor</td>
</tr>
<tr>
<td>MG0418</td>
<td>CATERPILLAR 160M GRADER AWD</td>
<td>Warranty to repair starter.</td>
</tr>
<tr>
<td>T5406</td>
<td>2006 Ford F-150 4x4</td>
<td>Prepare and sell at auction</td>
</tr>
</tbody>
</table>

Prepare Graders for buy back as per Strongco agreement:
- MG0214 - 2014 VOLVO G960B GRADER
- MG1614 - 2014 VOLVO G960B GRADER

Commercial Vehicle Inspections:
- T3918 - 2018 KENWORTH T800
- TR3915 - 2015 CENTERLINE TRIDEM CLAM
- T6810 - 2010 INTERNATIONAL 4300 4X2

Utilities Foreman Report – February 2019

Contravention Reference #349201 – Wastewater Spill Alder Flats Lagoon. Driver attempted to offload at Alder Flats lagoon while it was frozen. Driver had opened their dump valve and walked back to the cab of their truck instead of monitoring offloading. Driver noticed in the mirror that wastewater was spilling over the Truck Dump wet well and onto the ground. Driver rushed out and closed their valve. AEP was contacted and the Utilities crew cleaned up the spill. Drivers are now required to monitor the Truck Dump as they are offloading. Signs will be posted indicating this.

Cold temperatures (-30C to -40C) had caused the truck dump to freeze. IVIS was contacted and jetted the line to clear it of any ice and debris. The Alder Flats Truck Dump was out of service for approximately 6 days.

Contravention Reference #349318 – Missed sampling at Dorchester. A weekly free chlorine distribution sample was missed. This was due to operator error.

Environment Canada Effluent Regulatory Report was completed for Mulhurst Lagoon. Utilities Foreman contacted Environment Canada ERRIS (Effluent Regulatory Reporting Information System) and will generate an ID report for the Winfield Lagoon and Alder Flats lagoon.

Cold temperatures proved problematic at the Lift Station sites. Lift Station Silver Beach #3 and Lift Station Itaska #2 had High Water and Mechanical Failure alarms throughout the cold spell. It was determined the panels were getting too cold to function properly. Dart Electric was contacted, and new panel heaters were installed at these sites.

Cold Temperatures also proved problematic for residents of Gwynne and Winfield as water meters that were left unprotected froze. A review of the bylaw was done by the Utilities Foreman and Director of Public Works, and it was determined the residents will be responsible for the cost of the replacement meter.

Cobra Plumbing was on site at the Gwynne Pump House to complete repairs. Cobra installed new lines to direct waste streams from the chlorine analyzer and distribution pump packing glands to the sanitary sewer. The chlorine analyzer and distribution pump packing glands were previously directed back into the drinking water supply.

Manhole Odor Control inserts were ordered for the manhole on the corner of Range Road 11 and West Acreage Road and “Manhole #2” on West Acreage Road. These manholes have generated several odor complaints over the past few months. The
County will be trying two different styles of Odor Scrubber. One utilizes a “gel” and the other a granular media.

Alberta Environment and Parks (AEP) was on site at the Gwynne Pump House for a Potable Water System Risk Based Inspection. The pump house passed inspection and AEP was very pleased with the work that has gone into improving the pump house.

Gwynne Pump House was vandalized early in February. The vandals smashed the screen for the card reader and shot paint balls at the south exterior light fixture. County Utilities is working with Johlin Measurements/Sandvault (supplier) to locate a new screen. The card reader is an old outdated unit, so they are having a difficult time locating a screen.

The knife blade valve at the Mulhurst Lagoon is still having on-going issues. WSP believes the phase converter for the knife blade valve is getting too cold and this is causing the knife blade valve not to open. Currently WSP will be pricing out a utilidor to shelter the phase converter and keep it heated to prevent it from getting to cold.

Mulhurst Transfer Station was broken into. The shack from the Mulhurst lagoon that is currently sitting at the Mulhurst transfer station was broken into and the furnace was stolen along with extension cords. RCMP File #2019-229909

Commissioning for South Side Lift Station #3 was done. A deficiency list has been created and we are currently working with WSP on getting these items completed.

Road Foreman Reports

Division 1-5

- Brushing completed at TWP RD 241 west of RGE RD 231
- Brushing started at RGE RD 231 north of TWP RD 241
- February was an extremely cold month that was a challenge for the crews. Despite the cold they continued to get necessary work completed.
- Crews continuing to address work orders, brushing, sign maintenance, plowing/sanding and road side cleanup
- Fall/Winter Gravelling
  - Division 1 97% complete
  - Division 2 100% complete
  - Division 3 32% complete
  - Division 4 91% complete
  - Division 5 34% complete
  - Division 6 85% complete
  - Division 7 81% complete

Division 6-7

- Snow Plow and sand.
- Finished winter graveling Division 6 - Winfield stockpile.
- Brushing on RGE RD 24 south of HWY 13

Right of Entry Agreements

There was no Right of Entry Agreements signed in the month of February.

Solid Waste Report

February Haul Totals

<table>
<thead>
<tr>
<th>Weight (Kgs)</th>
<th>User</th>
<th>Loads</th>
<th>Weight (Kgs)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bearhills</td>
<td>165</td>
<td>2</td>
<td>6,340</td>
</tr>
<tr>
<td>Hilgartner</td>
<td>124</td>
<td>1</td>
<td>3,520</td>
</tr>
</tbody>
</table>
Lakedell 530 7 23,213  
Millet 702 6 23,605  
Peace Hills 210 3 8,270  
Winfield 190 6 15,207  
Buck Lake 557 8 31,544  
Gwynne 221 8 35,760  
Mulhurst 311 8 24,851  
Recycling/Ag. Plastics 1 530  
Totals 3,010 50 172,840  
Mattresses 11  

**Road Use Agreements**

<table>
<thead>
<tr>
<th></th>
<th>Initiated</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wellsite &amp; Access</td>
<td>17</td>
<td>13</td>
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<tr>
<td>Pipeline Crossing</td>
<td>4</td>
<td>3</td>
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<tr>
<td>Log Haul</td>
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<td>2</td>
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<tr>
<td>Hauler</td>
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<td>1</td>
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<tr>
<td>Water Well</td>
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<td>1</td>
</tr>
<tr>
<td>Powerline</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>25</strong></td>
<td><strong>22</strong></td>
</tr>
</tbody>
</table>

There were 435 permits issued by Roadata regarding the use of County of Wetaskiwin roads within the month of February. There were 292 TRAVIS-MJ permits issued in February 2019 for a total of $4,234.00.

**GP Road Inspections**

There were 7 pre, 6 post inspections reported by Christine Patten for the month of February.

Administration recommended that Council approve the Public Works Report for February 2019 as presented.

Council was informed of the Utilities staffing compliment and updated on the Utilities Operator position that was posted. Once this position is filled, there will be three operators plus the Utilities Foreman. Council questioned the protocol regarding the samples taken. N. Powell described when and how the samples are taken and the procedures to follow.

A contact name regarding a steam truck operator will be provided to Administration by Councillor L. Seely as this company could assist if there are future complications with freezing of the Alder Flats Lagoon truck dump.

The meters in Winfield have been freezing up and ratepayers have brought their concerns forward to Councillor Rooyakkers. It is the ratepayer’s responsibility to protect these meters from extreme cold and it was suggested that Administration educate the ratepayers.
MOVED: by Councillor K. Adair
that Council approve the Public Works Report for February 2019 as presented.
Carried Unanimously

4.2 Service Request Management Report (February 2019)
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 February 2019 as follows:

Public Works Service Request

Division One:
No SRM’s to Report

Division Two:
No SRM’s to Report

Division Three:
No SRM’s to Report

Division Four:
No SRM’s to Report

Division Five:
No SRM’s to Report

Division Six:
No SRM’s to Report

Division Seven:
No SRM’s to Report

All previously reported SRM’s dealing with ditching, brushing or intersection signage concerns will be addressed, range by range throughout the County, as per the results of the intersection review.

Administration recommended that Council approve the Service Request Management Report for February 2019 as presented.

RESOLUTION PW20190326.004
MOVED: by Councillor L. Seely
that Council approve the Service Request Management Report for February 2019 as presented.
Carried Unanimously

4.3 Public Works – Project Costing Report January 2019
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, the following Project Costing Report current to February 28, 2019 is presented for Council review.

Public Works Costing:
-3201 Administration Budget: $887,763 with $141,203 expended to date (15.91% of the budget).
-3203 Funded Projects Budget: $835,000 with $237,793 expended to date (28.48% of the budget).

-3204 Patrol Operators Budget: $2,547,131 with $329,397 expended to date (12.9 of the budget).

-3205 Road Maintenance Budget: $2,278,113 with $250,394 expended to date (11% of the budget).

-3206 Road Construction Budget: $1,768,999 with no funds spent to date.

-3207 Road Oiling Budget: $775,000 with no funds spent to date.

-3208 Gravel Budget: $2,468,697 with $1,001,835 expended to date (40.5% of the budget).

Utilities Budget:

-4100 Water Services budget: $382,861 with $73,964 expended to date (19.32% of the budget).

-4200 Wastewater Services: $1,886,941 with $372,016 expended to date (19.72% of the budget).

-4300 Solid Waste Management budget: $928,133 with $139,745 expended to date (15.06% of the budget).

Administration recommended that Council accept the Public Works and Utilities – Project Costing Report to February 28, 2019 as presented.

Discussion ensued on Battle Lake Trail, noting that Netook Construction Ltd. has been on site since March 15 to try to keep the road drivable.

Discussion ensued regarding the report on Road Maintenance PW5504, noting that the values do not include gravel, but employee wages are charged.

Resolution PW20190326.005

MOVED: by Councillor K. Rooyakkers

that Council approve the Public Works and Utilities – Project Costing Report to February 28, 2019 as presented.

Carried Unanimously

6. NEW BUSINESS

6.1 Strategic Transportation Infrastructure Program – Funding Approval-Report

On March 13, 2019 correspondence was received from the Honorable Brian Mason, Minister of Transportation informing that grant funding through the Strategic Transportation Infrastructure Program (STIP) has been approved for the following:

- Bridge File 72952 - (WSW 7-46-23 W4M) Culvert Replacement (75%) up to $164,057 under the Local Road Bridge Program; and

- G3 Resource Road (TWP RD 460 - RGE RD 240) - Grading (50%) up to $1,882,100 under the Resource Road Program.

The final amount of funding is based on eligible costs at the time of completion.

This is good news as these grants are not guaranteed such as the Municipal Sustainability Initiative (MSI), Federal Gas Tax Fund (GTF) and the Basic Municipal Transportation Grant (BMTG). These grants have to be applied for, must meet all the parameters for eligibility and be judged by an independent Committee whom recommends these types of projects for approval by the Minister. It is important to
note that the Committee is comprised of AT personnel out of the regional Red Deer office and they should be acknowledged for their efforts in the County receiving the grants.

FINANCIAL:
This project is included in the 2019 interim budget. The County portion (Total Project Cost less STIP Grants and G3 contributions) was to come from other sources of grant revenue, but not directly specified. This may include the GTF, MSI or drawing on the annual 3206 Road Construction budget allocation. Options for how to finance the County portion will be presented during 2019 final budget deliberations.

Administration recommended that Council accept for information, the notification of award from Alberta Transportation noting that Strategic Transportation Infrastructure Program (STIP) grant funding has been approved for the following:

- Bridge File 72952 - Culvert Replacement, 75% funding up to $164,057; and
- G3 Resource Road (TWP RD 460 - RGE RD 240 – Grading), 50% funding up to $1,882,100

These projects will be brought forward during Budget meetings to determine where the balance of the project funding will be allocated from.

There are a few landowners the engineering consultants need to meet with to confirm a land acquisition agreement.

Federal Gas Tax funding will be doubled, and the County is able to stack grant funding.

Congratulations were extended to N. Powell on a job well done in completing successful grant applications.

Resolution PW20190326.006
MOVED: by Councillor K. Rooyakkers

that Council accept for information, the notification of award from Alberta Transportation, noting that Strategic Transportation Infrastructure Program (STIP) grant funding has been approved for the following:

- Bridge File 72952 - Culvert Replacement, 75% funding up to $164,057; and
- G3 Resource Road (TWP RD 460 - RGE RD 240 – Grading), 50% funding up to $1,882,100.

Carried Unanimously

6.2 Maintenance of Roads on School Bus Routes -Report

A letter was received dated March 1, 2019 from the Wetaskiwin Regional Public Schools regarding the Maintenance of Roads on School Bus Routes.

The Wetaskiwin Regional Public School is a mass transportation provider in the County of Wetaskiwin, Wetaskiwin Regional Public Schools is requesting for consideration from Council and administration to adopt a practice whereby school bus routes would be prioritized for maintenance items such as snow removal, sanding, scarifying, dust control, grading, etc.

In recent weeks, bus routes have been adjusted where roads are deemed impassable by school bus operators. At times, these adjustments lasted multiple weeks. During periods of route adjustments or bus stop movements, students are required to walk to new locations deemed more appropriate for a school bus pick up and/or drop off. These changes, more often than not increase the time students spend in cold winter temperatures.

Wetaskiwin Regional Public Schools provides transportation for 1,900 students (17% of County of Wetaskiwin total population). Providing a mass transportation option for these students reduces the number of light vehicle movements on county roads by an estimate of 3,800 per day (to school and back, twice per day), or 676,400 per year.

This request was discussed at a Joint Liaison Committee meeting held on February 20, 2019. At that time, County representatives expressed concern that giving preferential treatment to bus roads would cause inefficiencies in service and discontent amongst rate payers.
Wetaskiwin Regional Public Schools is requesting that County of Wetaskiwin Council consider this request as it relates to the health and safety of students.

Options for Council:

1. To review options and to make bus routes a priority with the County of Wetaskiwin.
2. Deny the request from the Wetaskiwin Regional Public Schools to make bus routes a priority, as it has a negative impact on the level of service and operations of the County of Wetaskiwin.

Administration recommended that Council deny the request from the Wetaskiwin Regional Public Schools to make bus routes a priority, as it has a negative impact on the level of service and operations of the County of Wetaskiwin.

Emergency and medical situations are important factors that need prompt attention from patrol operators as well.

A lack of gravel at approaches is a concern for the buses.

Council expressed concern over changing the policy to read less than 72 hours, as this would affect the level of service currently provided to ratepayers.

Resolution PW20190326.007
MOVED: by Councillor L. Seely
that Council deny the request from the Wetaskiwin Regional Public Schools to make bus routes a priority, as it may have a negative impact on the level of service and operations of the County of Wetaskiwin.

Carried Unanimously

6.3 Gas Tax Fund – Bridge File 6769 - Report

On February 25, 2019 correspondence was received from Honorable Shaye Anderson, Minister of Municipal Affairs informing that Bridge File 6769 has been accepted as a qualifying project under the Gas Tax Funding Program, which is a partnership between Provincial and Federal Government. The total amount of funding applied for is $247,394.

Administration recommended that Council accept for information the update from Alberta Municipal Affairs, noting that Bridge File 6769 has been accepted as a qualifying project under the Gas Tax Fund program in the amount of $247,394.

Council requested that Bridge File 6769, located at SW 3-47-3 W5M, be added to the 2019 Road Tour.

Resolution PW20190326.008
MOVED: by Councillor K. Rooyakkers
that Council accept for information the update from Alberta Municipal Affairs, noting that Bridge File 6769 has been accepted as a qualifying project under the Gas Tax Fund program in the amount of $247,394.

Carried Unanimously


On an annual basis, the County reviews and prepares a bridge priority list with the assistance of WSP. The list is compiled according to recent BIM inspections and the necessity for repair and/or replacement. The bridge priority list is then presented to Council for review and approval. In the past, a Three-Year Bridge Plan was developed, approved by Council then sent to Alberta Transportation for funding approval under Provincial (GAP) funding.

In 2018, Administration prepared an expanded Five-Year Plan, based on priority, which was then presented to Council for review and approval, along with the necessary documentation for grant funding, if applicable.

The County is aware that the Local Road Bridge Program (LRBP) has been reinstated and is a part of the Strategic Transportation Infrastructure Program (STIP).
A copy of the Five-Year Plan is provided for Council review and approval. Upon approval by County Council, Administration will forward a copy of the Five-Year Bridge Plan (2019-2024) to Alberta Transportation for review.

<table>
<thead>
<tr>
<th>Priority 2018</th>
<th>Priority 2019</th>
<th>Bridge File and Location</th>
<th>Rehab/Replace</th>
<th>Year Proposed</th>
<th>Estimated Cost w/Engineering</th>
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</thead>
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<tr>
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<td>1</td>
<td>BF75450 NE 1-45-7 W5</td>
<td>Replace</td>
<td>2019</td>
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<td>Remove</td>
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<td>2</td>
<td>2</td>
<td>BF8191 NW 15-45-26 W4</td>
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<td>BF71375 SW 17-45-7 W5</td>
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<td>4</td>
<td>4</td>
<td>BF1825 SW 7-46-1 W5</td>
<td>Replace</td>
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<td>$690,000</td>
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<td>5</td>
<td>5</td>
<td>BF75477 SW 30-46-23 W4</td>
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<td>7</td>
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<td>BF13346 NE 6-46-5 W5</td>
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<td>10</td>
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</table>
Administration noted that a road closure at BF75450 would affect two land owners (Glenn at NE 1-45-7 W5M and Whitby at NE 1-45-7 W5M). The detour length for each of these ratepayers would be 4.5 miles and 7 miles.

Administration recommended that Council approve the Five Year Bridge Plan for 2019 to 2024 as presented and that a copy be submitted to Alberta Transportation for their review.

Discussion ensued regarding the following:

- Protocol followed by Alberta Transportation (AT) regarding the Five-Year Bridge Plan. AT uses the estimated numbers submitted to determine the budget needs for the province.
- BF75450 - noting the options available; closing the road or replacing the bridge through Disaster Recovery Program (DRP). Maintenance, removal or replacement are the three options available.

Council requested that Administration bring forward a list of bridges that have had significant work done in the past 15 years to the next Public Works meeting.

**Resolution PW20190326.009**

MOVED: by Councillor L. Seely

that Council approve the Five-Year Bridge Plan for 2019 to 2024 as presented and that a copy be submitted to Alberta Transportation for their review.

Carried Unanimously

### 6.5 Land Acquisition Agreement – Brian and Sandra Anderson - Report

In October 2018, adjacent landowners were informed that County Council along with County staff have identified Township Road 460 (from HWY 2A to RGE RD 240) and Range Road 240 (from TWP RD 460 to HWY 613) otherwise known as the G3 Resource Road project, as the most likely of County roads that will experience the greatest increase in truck traffic. To plan for this, the County proposes to upgrade RGE RD 240 (2 miles) and TWP RD 460 (2 miles) to a paved road standard. The upgrade will include road reconstruction, intersection upgrades, bridge upgrades, granular base course and pavement to a 9-metre top width.

In an effort to proceed with the G3 project, ROHI Engineering has negotiated a Land Acquisition Agreement with Brian and Sandra Anderson for the purchase of 0.20 acres at NW 7-46-23 W4M. The land is required for the purpose of road widening. The land is valued at $6,000/per acre; therefore, the total purchase price will be $1,200.00 plus GST. Payment will be made once the Road Plan is registered with Alberta Land Titles.

In addition, the landowners negotiated compensation for a total of $5,000.00 for the potential loss of twenty (20) spruce trees, ($250.00 per tree) due to taking of the right of way.

Administration recommended that Council approve the Land Acquisition Agreement between the County of Wetaskiwin and Brian and Sandra Anderson for the purchase of 0.20 acres from NW 7-46-23 W4M for road widening/upgrading for the total cost of $1,200.00 plus GST, and that Council approve compensation to Brian and Sandra Anderson for the potential loss of twenty spruce trees due to taking of the right of way for the total amount of $5,000.00 ($250.00 per tree).

**Resolution PW20190326.010**

MOVED: by Councillor L. Seely

that Council approve the Land Acquisition Agreement between the County of Wetaskiwin and Brian and Sandra Anderson for the purchase of 0.20 acres from NW 7-46-23 W4M for road widening/upgrading for the total cost of $1,200.00 plus GST, and that Council approve compensation to Brian and Sandra Anderson for the potential loss of twenty spruce trees due to taking of the right of way for the total amount of $5,000.00 ($250.00 per tree).

Carried Unanimously

In October 2018, adjacent landowners were informed that County Council along with County staff have identified Township Road 460 (from HWY 2A to RGE RD 240) and Range Road 240 (from TWP RD 460 to HWY 613), otherwise known as the G3 Resource Road project, as the most likely of County roads that will experience the greatest increase in truck traffic. To plan for this, the County proposes to upgrade RGE RD 240 (2 miles) and TWP RD 460 (2 miles) to a paved road standard. The upgrade will include road reconstruction, intersection upgrades, bridge upgrades, granular base course and pavement to a 9-metre top width.

In an effort to proceed with the G3 Resource Road project, ROHI Engineering has negotiated a Land Acquisition Agreement with Rodney O. Doupe for the purchase of 1.11 acres at SE 2-46-24 W4M. The land is required for the purpose of road widening and other related improvements to culvert/Bridge File 73122. The land is valued at $6,000/per acre; therefore, the total purchase price will be $6,660.00 plus GST. Payment will be made once the Road Plan is registered with Alberta Land Titles.

Administration recommended that Council approve the Land Acquisition Agreement between the County of Wetaskiwin and Rodney O. Doupe for the purchase of 1.11 acres from SE 2-46-24 W4M for road upgrading and bridge replacement for the total cost of $6,660.00 plus GST.

Resolution PW20190326.011
MOVED: by Councillor L. Seely
that Council approve the Land Acquisition Agreement between the County of Wetaskiwin and Rodney O. Doupe for the purchase of 1.11 acres from SE 2-46-24 W4M for road upgrading and bridge replacement for the total cost of $6,660.00 plus GST.
Carried Unanimously

6.7 Land Acquisition Agreement – Deen Foods Ltd. - Report

In October 2018, adjacent landowners were informed that County Council along with County staff have identified Township Road 460 (from HWY 2A to RGE RD 240) and Range Road 240 (from TWP RD 460 to HWY 613) otherwise known as the G3 Resource Road project, as the most likely of County roads that will experience the greatest increase in truck traffic. To plan for this, the County proposes to upgrade RGE RD 240 (2 miles) and TWP RD 460 (2 miles) to a paved road standard. The upgrade will include road reconstruction, intersection upgrades, bridge upgrades, granular base course and pavement to a 9-metre top width.

In an effort to proceed with the G3 project, ROHI Engineering has negotiated a Land Acquisition Agreement with Deen Foods Ltd. for the purchase of 1.04 acres at NW 35-45-24 W4M. The land is required for the purpose of road widening. The land is valued at $6,000/per acre; therefore, the total purchase price will be $6,240.00 plus GST. Payment will be made once the Road Plan is registered with Alberta Land Titles.

Administration recommended that Council approve the Land Acquisition Agreement between the County of Wetaskiwin and Deen Foods Ltd. for the purchase of 1.04 acres from NW 35-45-24 W4M for road upgrading for a total cost of $6,240.00 plus GST.

Resolution PW20190326.012
MOVED: by Councillor K. Adair
that Council approve the Land Acquisition Agreement between the County of Wetaskiwin and Deen Foods Ltd. for the purchase of 1.04 acres from NW 35-45-24 W4M for road upgrading for a total cost of $6,240.00 plus GST.
Carried Unanimously
6.8 Land Acquisition Agreement – Evelyn Foster - Report

In October 2018, adjacent landowners were informed that County Council along with County staff have identified Township Road 460 (from HWY 2A to RGE RD 240) and Range Road 240 (from TWP RD 460 to HWY 613) otherwise known as the G3 Resource Road project as the most likely of County roads that will experience the greatest increase in truck traffic. To plan for this, the County proposes to upgrade RGE RD 240 (2 miles) and TWP RD 460 (2 miles) to a paved road standard. The upgrade will include road reconstruction, intersection upgrades, bridge upgrades, granular base course and pavement to a 9-metre top width.

In an effort to proceed with the G3 project, ROHI Engineering has negotiated a Land Acquisition Agreement with Charles Foster and Evelyn Blanche Foster for the purchase of 0.12 acres at NE 36-45-24 W4M. The land is required for the purpose of road upgrading. The land is valued at $6,000/per acre; therefore, the total purchase price will be $720.00 plus GST. Payment will be made once the Road Plan is registered with Alberta Land Titles.

Both Charles and Evelyn Foster had signed the Land Acquisition Agreement on January 17, 2019. ROHI Engineering informed Administration that Mr. Charles Foster passed away on February 7, 2019.

Administration recommended that Council approve the Land Acquisition Agreement between the County of Wetaskiwin and Evelyn Blanche Foster for the purchase of 0.12 acres from NE 36-45-24 W4M for road upgrading for $720.00 plus GST.

Resolution PW20190326.013
MOVED: by Councillor D. Woitt

that Council approve the Land Acquisition Agreement between the County of Wetaskiwin and Evelyn Blanche Foster for the purchase of 0.12 acres from NE 36-45-24 W4M for road upgrading for a total cost of $720.00 plus GST.

Carried Unanimously

6.9 Land Acquisition Agreement – Hutterian Brethren Church of Pine Haven - Report

In October 2018, adjacent landowners were informed that County Council along with County staff have identified Township Road 460 (from HWY 2A to RGE RD 240) and Range Road 240 (from TWP RD 460 to HWY 613) otherwise known as the G3 Resource Road project, as the most likely of County roads that will experience the greatest increase in truck traffic. To plan for this, the County proposes to upgrade RGE RD 240 (2 miles) and TWP RD 460 (2 miles) to a paved road standard. The upgrade will include road reconstruction, intersection upgrades, bridge upgrades, granular base course and pavement to a 9-metre top width.

In an effort to proceed with the G3 project, ROHI Engineering has negotiated a Land Acquisition Agreement with Hutterian Brethren Church of Pine Haven for the purchase of 0.62 acres at NW 7-46-23 W4M. The land is required for the purpose of road widening and other related improvements. The land is valued at $6,000/per acre; therefore, the total purchase price will be $3,720.00 plus GST. Payment will be made once the Road Plan is registered with Alberta Land Titles.

Administration recommended that Council approve the Land Acquisition Agreement between the County of Wetaskiwin and the Hutterian Brethren Church of Pine Haven for the purchase of 0.62 acres from NW 7-46-23 W4M for road upgrading for a total cost of $3,720.00 plus GST.

Resolution PW20190326.014
MOVED: by Councillor B. Krahn

that Council approve the Land Acquisition Agreement between County of Wetaskiwin and the Hutterian Brethren Church of Pine Haven for the purchase of 0.62 acres from NW 7-46-23 W4M for road upgrading for a total cost of $3,720.00 plus GST.

Carried Unanimously
6.10 Land Acquisition Agreement – Norma Marie Osterland - Report

In October 2018, adjacent landowners were informed that County Council along with County staff have identified Township Road 460 (from HWY 2A to RGE RD 240) and Range Road 240 (from TWP RD 460 to HWY 613) also known as the G3 Resource road, as the most likely of County roads that will experience the greatest increase in truck traffic. To plan for this, the County proposes to upgrade RGE RD 240 (2 miles) and TWP RD 460 (2 miles) to a paved road standard. The upgrade will include road reconstruction, intersection upgrades, bridge upgrades, granular base course and pavement to a 9-metre top width.

In an effort to proceed with the G3 project, ROHI Engineering has negotiated a Land Acquisition Agreement with Norma Marie Osterland for the purchase of 1.13 acres at SW 1-46-24 W4M. The land is required for the purpose of road widening and other related improvements to culvert/Bridge File 1323. The land is valued at $6,000/per acre; therefore, the total purchase price will be $6,780.00 plus GST. Payment will be made once the Road Plan is registered with Alberta Land Titles.

Administration recommended that Council approve the Land Acquisition Agreement between the County of Wetaskiwin and Norma Marie Osterland for the purchase of 1.13 acres from SW 1-46-24 W4M for road upgrading and other related improvements to culvert/Bridge File 1323 for a total cost of $6,780.00 plus GST.

Resolution PW20190326.015
MOVED: by Councillor K. Rooyakkers

that Council approve the Land Acquisition Agreement between the County of Wetaskiwin and Norma Marie Osterland for the purchase of 1.13 acres from SW 1-46-24 W4M for road upgrading and other related improvements to culvert/Bridge File 1323 for a total cost of $6,780.00 plus GST.

Carried Unanimously

6.11 Land Acquisition Agreement – Randall Hoyle - Report

In October 2018, adjacent landowners were informed that County Council along with County staff have identified Township Road 460 (from HWY 2A to RGE RD 240) and Range Road 240 (from TWP RD 460 to HWY 613) otherwise known as the G3 Resource Road project, as the most likely of County roads that will experience the greatest increase in truck traffic. To plan for this, the County proposes to upgrade RGE RD 240 (2 miles) and TWP RD 460 (2 miles) to a paved road standard. The upgrade will include road reconstruction, intersection upgrades, bridge upgrades, granular base course and pavement to a 9-metre top width.

In an effort to proceed with the G3 project, ROHI Engineering has negotiated a Land Acquisition Agreement with Randall Hoyle for the purchase of 0.91 acres at NE 1-46-24 W4M. The land is required for the purpose of road widening. The land is valued at $6,000/per acre; therefore, the total purchase price will be $5,460.00 plus GST. Payment will be made once the Road Plan is registered with Alberta Land Titles.

Administration recommended that Council approve the Land Acquisition Agreement between the County of Wetaskiwin and Randall Hoyle for the purchase of 0.91 acres from NE 1-46-24 W4M for road upgrading for a total cost of $5,460.00 plus GST.

Resolution PW20190326.016
MOVED: by Councillor B. Krahn

that Council approve the Land Acquisition Agreement between the County of Wetaskiwin and Randall Hoyle for the purchase of 0.91 acres from NE 1-46-24 W4M for road upgrading for a total cost of $5,460.00 plus GST.

Carried Unanimously

8. ADJOURN
Resolution PW20190326.017
MOVED: by Councillor K. Adair

that the Council for Public Works meeting be adjourned at 10:05 a.m.

Carried Unanimously

_________________________
REEVE

_________________________
CHIEF ADMINISTRATIVE OFFICER
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 March as follows:

DIRECTORS REPORT

By mid-March, the weather warmed up considerably and initiated the spring melt. The weather was quite desirable as the days were consistent in that they were not too warm, and the night time temperatures fell below zero. Therefore, crews had much fewer frozen culverts and overflowing roadways to contend with this year. Part of the improvement is due to PW targeting problem areas with the replacement of faulty culverts, ditch cleaning, brushing and raising road elevations over the centerline culverts.

The Battle Lake Trail grading project became a muddy issue as the frozen material became much too wet for traffic to navigate. In collaboration with the contractor Netook Construction Ltd., the County initiated a gravel haul and applied gravel throughout the work zone. The costs for the gravel and intermediary traffic accommodation efforts will be borne by the contractor. Work is scheduled to proceed once soil and weather conditions permit. Likely by early May.

The design tender is nearly complete regarding the Alder Flats sewage collection expansion project. Some of the delays include working around utility conflicts and design issues to meet the expected budget allocation.

Bridges

<table>
<thead>
<tr>
<th>Bridge File</th>
<th>Current Phase</th>
<th>Comments</th>
<th>Milestone Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>75450</td>
<td>Preliminary Design</td>
<td>To be submitted shortly</td>
<td>April 1, 2019</td>
</tr>
<tr>
<td>71375</td>
<td>Preliminary Design</td>
<td>85% complete</td>
<td>April 19, 2019</td>
</tr>
<tr>
<td>6769</td>
<td>Final Details</td>
<td>To be submitted in April</td>
<td>April 5, 2019</td>
</tr>
<tr>
<td>8191</td>
<td>Preliminary Design</td>
<td>85% complete</td>
<td>April 19, 2019</td>
</tr>
<tr>
<td>Various</td>
<td>2018 Bridge Maintenance</td>
<td>Bridgemen Services – nearly completed</td>
<td></td>
</tr>
</tbody>
</table>
**Fleet Capital**

As per the Fleet Capital Plan, the following purchases were made through Source Well:

- **T8520** - One (1) 2020 International 33,000lb GVWR Truck (to replace T2010) from Glover International for a total of $145,272.00 plus GST.
- **T8420** - One (1) 2020 International Sign Truck c/w crane & two-man bucket (new to fleet) from Glover International for a total of $246,980.00 plus GST.

The following capital purchases were made through Executive Limitations Policy 1905:

- **TR2519** – One (1) 2019 Load Trail, 24,000lb GVWR Equipment Trailer from 4C’s Trailers Direct for $19,232.00 plus GST.
- **TR2620** – One (1) 2020 Cross Country Tridem Cross Clam Dump Trailer from Gerry’s Trailer Sales for $66,506.00 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>MG0115</td>
<td>Caterpillar 160M Grader</td>
<td>Remove snow equipment and prepare for summer road work.</td>
</tr>
<tr>
<td>MG0315</td>
<td>Caterpillar 160M Grader</td>
<td></td>
</tr>
<tr>
<td>MG0418</td>
<td>Caterpillar 160M Grader AWD</td>
<td></td>
</tr>
<tr>
<td>MG0716</td>
<td>Caterpillar 160M Grader</td>
<td></td>
</tr>
<tr>
<td>MG0813</td>
<td>John Deere 870GPGrader</td>
<td></td>
</tr>
<tr>
<td>MG1017</td>
<td>Caterpillar 160M Grader</td>
<td></td>
</tr>
<tr>
<td>MG1416</td>
<td>Caterpillar 160M Grader</td>
<td></td>
</tr>
</tbody>
</table>

Commercial Vehicle Inspections:

- **T3612** – 2012 Kenworth T800
- **TR3716** – 2016 Cross Country Quad Axle Wagon

Prepare Vehicles for Auction:

- **T5399** – 1999 Dodge 1500SLT
- **T1508** – 2008 Ford F150-4x4

**Utilities Foreman Report**

WSP performed trouble shooting along with Schneider Electric and Total Power at the South Side Lift Station #1 site. It was determined the soft starts were not compatible with the backup generator and would need to be changed out to VFDs.

Dart Electric was out to install new heaters at Itaska #2 Lift Station, and Silver Beach #3 Lift Station. During the cold snap in February, these stations had several alarm problems due to the relays getting too cold. This caused many false alarm dial outs from the panel and a costly
phone bill. Utilities and IT is now investigating a better phone plan for the Utility Alarm system.

A meeting was held between the County and WSP regarding upgrades to the SCADA system for the water plants and lift stations. The County is currently running a SCADA program called Ignition which is prone to faults through JAVA updates. It was determined it would be best to switch to a SCADA program called iFix. WSP’s SCADA support team is well versed in iFix and would be able to make fast repairs and changes.

Environment Canada ERRIS was contacted and an ID Report for Alder Flats, as well as Winfield was created. These ID reports are mandatory for Lagoons that may fall under the WSER Act regulations

Robert Boyd and Trent Williams attended the Alberta Water/Wastewater Operators Association (AWWOA) Conference in Banff to obtain CEU’s to maintain their AEP certifications.

TDH was on site to install an Odour Control manhole at the corner of Range Road 11 and West Acreage Road. This should cut down on the odour complaints in the area.

Utilities is working with Emergency Services/Health and Safety Department to put together a program to ensure all Utility workers are up to date on vaccinations. The system will keep track of current vaccinations and when boosters are due. This system will be used by Utility operators as well as Transfer Station Attendants.

Clearwater Controls from Red Deer was on site and serviced the Chlorine Analyzers at the Sunset Harbour, Village Lane Condos, and Lakeview Subdivision Water Treatment Plants.

Nikor Electric was out to install the second soft start at the Sunset Harbour Water Treatment Plant. Nikor also added in a relay so that the emergency standby well could be used.

WesTech was on site at South Side Lift Station #1 and #2 to calibrate the wet well gas detectors. South Side Lift Station #2 was giving false high alarms before calibration.

**Road Foreman Reports**

**Division 1-5**

- Fall/Winter Gravelling
  - Division 1 97% complete
  - Division 2 100% complete
  - Division 3 85% complete
  - Division 4 91% complete
  - Division 5 98% complete
  - Division 6 85% complete
  - Division 7 81% complete
- Brushing Started
  - RGE RD 231 north of TWP RD 241 - Could not complete due to heavy snow drifts in the ditch; will complete in the fall
  - TWP RD 472 between RGE RD 261 and RGE RD 262 - Could not complete due to spring thaw
  - Thawing culverts - numerous spots throughout the County
  - Crews continuing to address work orders, brushing, sign maintenance, plowing/sanding and road side cleanup.

Division 6-7
- Snow Plow and sanding
- Thaw culverts
- Finish Winter graveling
- Finish stockpiling
- Brushing on RGE RD 24 south of HWY 13
- Repair hole in RGE RD 53 south of TWP RD 460
- Gravel Battle Lake construction.

Right of Entry Agreements
There were no Right of Entry Agreements signed in the month of March.

Solid Waste Report

March Haul Totals

<table>
<thead>
<tr>
<th>Weight (Kgs)</th>
<th>User</th>
<th>Loads</th>
<th>Weight (Kgs)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bearhills</td>
<td>264</td>
<td>2</td>
<td>8,050</td>
</tr>
<tr>
<td>Hilgartner</td>
<td>193</td>
<td>3</td>
<td>7,890</td>
</tr>
<tr>
<td>Lakedell</td>
<td>849</td>
<td>13</td>
<td>42,728</td>
</tr>
<tr>
<td>Millet</td>
<td>1,010</td>
<td>8</td>
<td>42,170</td>
</tr>
<tr>
<td>Peace Hills</td>
<td>270</td>
<td>2</td>
<td>7,190</td>
</tr>
<tr>
<td>Winfield</td>
<td>355</td>
<td>5</td>
<td>14,059</td>
</tr>
<tr>
<td>Buck Lake</td>
<td>792</td>
<td>9</td>
<td>35,565</td>
</tr>
<tr>
<td>Gwynne</td>
<td>352</td>
<td>9</td>
<td>27,900</td>
</tr>
<tr>
<td>Mulhurst</td>
<td>504</td>
<td>8</td>
<td>31,428</td>
</tr>
<tr>
<td>Recycling/Ag. Plastics</td>
<td>--</td>
<td>--</td>
<td>--</td>
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<tr>
<td>Totals</td>
<td>4,589</td>
<td>59</td>
<td>216,980</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>
</tr>
</thead>
<tbody>
<tr>
<td>Wellsite &amp; Access</td>
<td>10</td>
<td>8</td>
</tr>
<tr>
<td>Pipeline Crossing</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Farming</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Contaminated Haul</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Log Haul</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Sewage</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Water Well</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Totals</td>
<td>18</td>
<td>17</td>
</tr>
</tbody>
</table>

There were 217 permits issued by Roadata regarding the use of County of Wetaskiwin roads within the month of March. There were 155 TRAVIS-MJ permits issued in March 2019 for a total of $2,247.50.

**GP Road Inspections**
There were 7 pre, 3 post inspections reported by Christine Patten for the month of March.

**Recommendations**

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

**Recommended Resolution**

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

Meeting Date (Report Reference Only): 2019/04/23
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 March 2019 as follows:

Public Works Service Request

Division One:
SRM 1905 – Assigned to Tim Perrin - Closed
Councillor B. Krahn requested Administration to investigate the need for a private approach installation at SW 34-45-24-W4M for Stephen Dewald - Roll 107500. It is reported that there is no existing approach on this section of land.
Comment: March 29/19 – Dallas Vikse completed pre-inspection. 500 circumference culvert required. Sight lines good. Proposed location acceptable. Construction will be done in 2019.

Division Two:
No SRM’s to Report

Division Three:
No SRM’s to Report

Division Four:
No SRM’s to Report

Division Five:
SRM 1906 – Assigned to T. Perrin - Closed
Request from Councillor K. Adair to investigate a report of signs down at RGE RD 12 and TWP RD 460.
PW Comment: There is a Stop sign posted for South bound traffic and a “No Exit” sign south of the intersection. There is no signage posted or reported within the Traffic Control Device Bylaw for Northbound traffic at this intersection.

Division Six:
No SRM’s to Report

Division Seven:
SRM 1907 – Assigned to CPO’s – Closed
Councillor L. Seely has requested that Administration investigate the need to lower the speed limit to 30 km/hr on TWP RD 462 – access to Maywood Subdivision and Evergreen Estates.
CPO Harper reports:
• TWP RD 462 west of HWY 761 is posted at 60kmh. The Maywood / Evergreen subdivisions are posted at 30 km/hr.
• TWP RD 462 has a noticeable elevation for motorists between HWY 761 and the entrance to Maywood / Evergreen. Sight lines are a concern and there are two driveways that enter onto TWP RD 462. One of those driveways is hidden by the forest. Additionally, writer is familiar with the area and has observed pedestrians walking the road on numerous occasions. This includes children on bicycles.
• Writer supports a 30km/hr speed limit change at the above-mentioned location.
PW Comment:
• Bylaw 2017/05 and amending Bylaw 2017/42 state: “All hamlets and signed subdivisions are 50 km/hr unless otherwise listed in Schedule A of this bylaw.”
• Evergreen Estates and Maywood are not mentioned in the bylaw therefore; the signs should be posted as 50km/hr until a speed reduction of 30km is approved by Council.
**This issue will be presented for Council consideration at the May 14, 2019 Council for Public Works meeting.

Recommendations

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

Recommended Resolution

that Council approve the Service Request Management Report for March 2019 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>1905</td>
<td>Assigned</td>
<td>Request from Councillor B. Krahn to investigate the need for a private approach installation at SW 34-45-24-W4M for Stephen Dewald - Roll 107500. No existing approach on this parcel of land.</td>
<td>SW 34-45-24-W4M</td>
<td>Perrin, Tim</td>
<td>03/27/19 9:45AM</td>
<td></td>
</tr>
<tr>
<td>1906</td>
<td>Closed</td>
<td>Request from Councillor K. Adair to please investigate signage at the intersection of RGE RD 12 and TWP RD 460. Report of Stop sign missing although webmap indicates only one stop was ever posted for southbound traffic. Webmap also indicates that there was a No Exit sign for north bound traffic, which may need to be replaced.</td>
<td>RGE RD 12 and TWP RD 460</td>
<td>Perrin, Tim</td>
<td>April 3/19 10:30am</td>
<td>April 1/19</td>
</tr>
<tr>
<td>1907</td>
<td>Closed</td>
<td>Request from Councillor L. Seely to have speed limit reduced to 30km/hr on TWP RD 462 into Maywood Subdivision and Evergreen Estates.</td>
<td>NW-7-46-5-5</td>
<td>CPO Harper</td>
<td>04-Apr-19</td>
<td>03-Apr-19</td>
</tr>
</tbody>
</table>
Edmonton International Raceway – 2019 Update - Report

Meeting Date (Report Reference Only): 2019/04/23

Meeting (Report Reference Only): Council Public Works

Background

Ms. Loretta Thiering, from the Edmonton International Raceway will be in attendance to provide an update to Council on the Edmonton International Raceway.

Ms. Thiering’s presentation is provided for Council’s review.

Recommendations

Administration recommends that Council accept the Edmonton International Raceway presentation as information.

Recommended Resolution

that Council accept the Edmonton International Raceway presentation as information.
Thank you very much for the opportunity to provide this presentation to the County of Wetaskiwin on behalf of Edmonton Int’l Raceway in Wetaskiwin.
Each year Edmonton Int’l Raceway in Wetaskiwin gets better & better! Our 2018 Race Season was very good, the weather did become a factor in September, however that is the way it rolls for any business affected by the weather, not that different than farming some years!
Everyone is working so hard to create a Raceway that Wetaskiwin can be very proud of. We are excited to bring more & more Fans and Sponsors to EIR every year and we will continue to increase that base!

Our $5 General Admission Fee Business Model continues to see our attendance increase & we will keep this price for 2019 as well with only a few events that we have to raise the admission.
We continue to partner with many local Groups & Clubs in Wetaskiwin with our donations of the Stock Car Test Drive Package to many Wetaskiwin Charities for their Fundraising Events.

This year we will have brand new Test Drive Cars – this will really help to put EIR & Wetaskiwin on the Tourism Map as we campaign with the slogan

“Drive a REAL Race Car on a REAL NASCAR Track”
EDMONTON INT’L RACEWAY (EIR) in Wetaskiwin is Western Canada’s ONLY NASCARSanctioned Raceway

www.edmontonraceway.com

WHAT WE OFFER

NASCAR Racing every Saturday Night from mid-May to the end of September every year

Stock Car Test Drive Experience - You get to drive a real race car!

Birthday Parties - Kids get to ride in a real race car

Corporate Team Building using EIR’s Race Cars

Brand New Hospitality/Entertainment Area for Staff Meetings, Client get-togethers and more!

Corporate Suites

Edmonton Int’l Raceway (EIR)

Contact: Loretta Thiering
speedway@syban.net
Office: 780-467-9276
Cell: 780-497-8262

Edmonton-Intl-Raceway
@EIRNASCAR

Drive a Real Race Car on a Real Race Track!

10 LAP STOCK CAR TEST DRIVE EXPERIENCE

This is an excellent Corporate Event for Staff and Clients!

You don’t have to travel to the U.S. to take part in a Stock Car Test Drive Experience! At EIR we provide you with an Instructor with over 30 years of race experience and EIR Race Car Drivers help you throughout the entire experience. EIR supplies the race suits, helmets AND the Race Cars!

Pre-Booking Required
Offered from Mid-May to the end of September
$167.00

THE NASCAR PINTY’S SERIES

Makes its only stop in Alberta at Edmonton Int’l Raceway on July 27, 2019 where you can meet famous NASCAR names such as Alex Tagliani, D.J. Kennington, L.P. Dumoulin and more!

Tickets start at $50
Group Sales available
EIR continues to offer the Raceway for local Clubs & Charities to raise funds through 50/50’s at the Raceway. Some Clubs we are working with include:

- Boys & Girls Clubs of Wetaskiwin
- The Wetaskiwin Ag Society
- Wetaskiwin Kinnettes
- Gwynne School & Ski Hill
- The Wetaskiwin Heritage Museum
- Millet Minor Hockey
- Alberta Cancer Society
We are working closely with Travel Alberta to create an effective Export Ready Flat Sheet so that our Test Drive & NASCAR Race Events can be available to the Tourism Travel Trade to sell to the International Market.
Our Schedule for 2019 has some really exciting Events planned, including:

The NASCAR LUXXUR 300 – July 26 & 27, 2019

The 4 Event CTV Super Late Model Series with a Super Late Model Western Canada Showdown Scheduled for August 24

Hit to Pass is Back! This has everyone talking! Scheduled for August 31st!
Don Forth (born in Wetaskiwin) has been with EIR from the beginning & in 2017 we dedicated Grandstands in his honour!

2019 RACE SCHEDULE
Edmonton Int'l Raceway in Wetaskiwin
Gates Open at 4:00 pm • Racing at 6:00 pm

Sat, May 4 or Sun, May 5 – PRACTICE - Weather Depending
Sat, May 11 SUPER STOCKS, THUNDERS, FEATURE STOCKS, SUPER TRUCKS
Sat, May 18 THUNDERS, FEATURE STOCKS, FUTURE STOCKS, SUPER LATE MODELS
Sat, May 25 IMCA'S, LEGENDS, MINI CUPS, BABY GRANDS, STACKERS, DRIFTING DEMO
Sat, Jun 1 SUPER STOCKS, THUNDERS, FEATURE STOCKS, NASCAR MODS, SUPER TRUCKS
Sat, Jun 8 SUPER STOCKS, THUNDERS, FEATURE STOCKS, FUTURE STOCKS, DRIFTING DEMO
Sat, Jun 15 ROY ROSS IMCA SPECIAL, MINI CUPS, BABY GRANDS, SUPER LATE MODELS
Sat, Jun 22 THUNDER CAR 100 LAP SPECIAL, FEATURE STOCKS, FUTURE STOCKS, NASCAR MODS, STACKERS

Sat, Jun 29 SUPER STOCK SPECIAL EVENT, THUNDERS, FEATURE STOCKS, IMCA'S
Sat, Jul 6 FUTURE STOCKS, LEGENDS, MINI CUPS, BABY GRANDS, SUPER LATE MODELS
Sat, Jul 13 SUPER STOCKS, THUNDERS, NAMS (Northern AB Mini Stocks), IMCA’S, SUPER TRUCKS, LEGENDS SPECIAL
Sat, Jul 20 DRIFTING SPECIAL EVENT! FUTURE STOCKS & STACKERS
Fri, Jul 26* SUPER STOCKS, THUNDERS, FEATURE STOCKS, BABY GRANDS, MINI CUPS
Sat, Jul 27* LUXUR 300 NASCAR PINTY’S SERIES (SUPPORT CLASSES MINI CUPS & TBA)
Sat, Aug 3 MID-SEASON SWAP MEET
Sat, Aug 10 FEATURE STOCK SPECIAL, SUPER STOCKS, FUTURE STOCKS, NASCAR MODS, STACKERS
Sat, Aug 17 CHASE THE CURE EVENT, FEATURE STOCKS, THUNDER CARS, FUTURE STOCKS, IMCA'S, SUPER TRUCKS
Sat, Aug 24* SUPER LATE MODEL SPECIAL, the Western Canada Showdown! Mini Cups & Baby Grands

Sat, Aug 31* SUPER STOCKS, FEATURE STOCKS, NASCAR MODS & HIT TO PASS!
Sat, Sept 7 SUPER STOCKS, THUNDERS, FEATURE STOCKS, IMCA’S, SUPER TRUCKS
Sat, Sept 14 SUPER STOCKS, THUNDER CAR 100 LAP SPECIAL, FEATURE STOCKS, NASCAR MODS, LEGENDS
Sat, Sept 21 FUTURE STOCKS, MINI CUPS, BABY GRANDS, STACKERS, THUNDER CARS
Sat, Sept 28 FEATURE STOCKS, FUTURE STOCKS, IMCA’S, MINI CUPS, BABY GRANDS
Sun, Sept 29 FEATURE STOCKS, FUTURE STOCKS, IMCA’S, MINI CUPS, BABY GRANDS
Sat, Nov 2 BANQUET
SCHEDULE SUBJECT TO CHANGE
(*) Indicates Special Event Prices Apply
Don Forth (born in Wetaskiwin) has been with EIR from the beginning & in 2017 we dedicated Grandstands in his honour.

We have committed over $24,000 in advertising with CTV to promote EIR in Wetaskiwin for 2019. Our total advertising budget for 2019 will reach over $75,000.
Don Forth (born in Wetaskiwin) has been with EIR from the beginning & in 2017 we dedicated Grandstands in his honour!
Last year, along with the City of Wetaskiwin, NASCAR, Bayer and Pinty’s we created the first ever NASCAR WEEK in Wetaskiwin. This was very successful and we learned a lot on how we can make 2019 even better!

The NASCAR Pinty’s Picnic in the Park was very successful & we would like to build on that to make this year even better – scheduled for Friday, July 26th (12 Noon – 2 pm) – Diamond Jubilee Park – Wetaskiwin.
EIR in Wetaskiwin continues to grow and our goal is to become one of the major attractions for people to travel to Wetaskiwin. EIR has the ability to attract close to 100,000 NEW people to Wetaskiwin every year. They will spend outside money and contribute extensively to Wetaskiwin businesses. Hotels, Campgrounds, Restaurants, Gas Stations, Car Dealerships, Auto Parts Stores (to name a few!) will all reap the benefits of EIR’s Marketing Plan. The money that we put into our Marketing Campaigns will certainly benefit all of Wetaskiwin.
We are getting close to finishing the EIR Sound Wall (directly behind the new Turn 4 Bleachers) – this will help in reducing noise reaching the Peace Hill Heights’ Neighbours.

We have submitted a Development Permit Application to the County for signage boards along turns 3 & 4 of the Raceway – building these signs will help to reduce any noise that may reach out to our neighbours to the South East of the Raceway.
The siding on the Sea Can Corporate Suites will be completed this year and that will really create a great looking building in matching blue with the bleachers and concession building.
We continue to provide all of our local Raceway Neighbours with a Family Season Pass. These passes are well used and we see many of our neighbours in the grandstands every Saturday Night!
EIR continues to work with the Make A Wish Foundation – granting wishes to children.
Each year EIR, along with NASCAR hosts “WHELEN NIGHT” – this event pays tribute to our local First Responders. This year we hope to include a special tribute to James Gilbert and we have plans to work with his family and The City of Wetaskiwin to put this together.
EIR Racers are very involved in the Community – In March a Team visited Kids at the Stollery & on April 27th are visiting Ronald McDonald House
On August 17 EIR will host the CHASE The CURE Fundraising Event in support of the Alberta Cancer Society
Thank you very much for providing me the opportunity to present this information to you.

I would be happy to answer any questions!

Thank you!
Background

In October 2018, adjacent landowners were informed that County Council along with County staff have identified Township Road 460 (from HWY 2A to RGE RD 240) and Range Road 240 (from TWP RD 460 to HWY 613) otherwise known as the G3 Resource road, as the most likely of County roads that will experience the greatest increase in truck traffic. To plan for this, the County proposes to upgrade RGE RD 240 (2 miles) and TWP RD 460 (2 miles) to a paved road standard. The upgrade will include road reconstruction, intersection upgrades, bridge upgrades, granular base course and pavement to a 9 metre top width.

To proceed with the G3 project, ROHI Engineering has negotiated a Land Acquisition Agreement with Jerry Dennis Shantz and Brenda Ann Shantz for the purchase of 0.91 acres at Lot 1, Block 1, Plan 162 0198 (part of NE 36-45-24 W4M). The land is required for the purpose of road widening. The land is valued at $6,000/per acre; therefore the total purchase price will be $5,460.00 plus GST. Payment will be made once the Road Plan is registered with Alberta Land Titles.

The Shantz’s have requested that should other landowners negotiate a higher price, that the Shantz’s be compensated at the higher price.

Recommendations

Administration recommends that Council approve the Land Acquisition Agreement between the County of Wetaskiwin and Jerry D. Shantz and Brenda A. Shantz for the purchase of 0.91 acres from Lot 1, Block 1, Plan 162 0198 (part of NE 36-45-24 W4M) for road upgrading at a total cost of $5,460.00 plus GST.

Recommended Resolution

That Council approve the Land Acquisition Agreement between the County of Wetaskiwin and Jerry D. Shantz and Brenda A. Shantz for the purchase of 0.91 acres from Lot 1, Block 1, Plan 162 0198 (part of NE 36-45-24 W4M) for road upgrading at a total cost of $5,460.00 plus GST.
Memorandum of Agreement
As per Section 62 of the Municipal Government Act,
Governed by Alberta Law

entered into this ________day of ______________, A.D. 20______.

BETWEEN:
The County of Wetaskiwin No. 10
A Municipal Corporation pursuant to the laws
Of the Province of Alberta
(hereinafter referred to as "the County")

OF THE FIRST PART

AND:
Jerry Dennis Shantz and Brenda Ann Shantz
RR 2, Wetaskiwin, AB
T9A 1W9
(hereinafter referred to as "the Owners")

OF THE SECOND PART

LAND ACQUISITION AGREEMENT

WHEREAS the Owners are the registered Owners of the following lands:

Lot 1, Block 1, Plan 162 0198 (part of NE 36-45-24-W4M)

as more particularly described and set forth in Certificate of Title Number 162 015 797
registered in the North Alberta Land Registration District Office, hereinafter referred to as
"the Lands"; a copy of which is hereto attached as Schedule "B",

AND WHEREAS THE COUNTY wishes to acquire a portion of the Lands from the Owners
for the purpose of road upgrading and other related improvements,

AND WHEREAS THE OWNERS are prepared to sell a portion of the Lands to the County
for the above noted purpose on the terms and subject to the conditions hereinafter set
forth.

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the
coovenants and agreements hereinafter contained the Owners and the County covenant and
agree, each with the other as follows:

The Owners hereby assign, transfer and convey to the County and the County hereby
purchases from the Owners the fee simple interest in that Portion of the lands free
and clear of all encumbrances, and described as:
THE RIGHT OF WAY IS SHOWN ON SCHEDULE "A" ATTACHED TO THIS AGREEMENT, and more particularly described in a survey to be registered in the Land Titles Office for the North Alberta Registration District by or in conjunction with the County (hereinafter defined as "the Right of Way").

The Owners agree to accept the sum of Six Thousand Dollars ($6,000.00) per acre based on an acreage of an estimated 0.91 acres (for a total of $5,460.00, plus GST) in full and final settlement for the Right of Way being acquired by the County. Payment will be made once the Road Plan is registered with Alberta Land Titles. If the County registers a Road Plan for Right of Way showing an acreage greater than the acreage set forth herein, the County shall pay to the Owners compensation for the additional acreage on the basis as agreed upon above.

1. The Owners will be responsible for the payment of taxes on the portion of land to be taken, for the period of the signing of this agreement until the removal of the right of way from the lands, and the assessment change recorded on the County's tax roll.

2. The consideration will not be due or payable until a Postponement to this Agreement has been obtained and registered from the all prior encumbrances registered against the Lands and affecting the right-of-way, and the County has registered a Caveat protecting its interest as a first charge against the Lands pursuant to this Agreement as contemplated by paragraph 8 herein, but in any event not later than commencement of construction.

3. The Owners warrant that he/she is lawfully seized of the lands and has a good right to enter into this Agreement and the Owners will warrant and defend the same unto the County against the lawful claims and demands of all persons whomsoever; the Owners further warrant that he/she is not aware of any mortgages or encumbrances affecting the land, or that any other person has an estate or interest therein, at law or at equity, in possession, remainder, reversion or expectancy other than those noted on the Certificate of Title.

4. The Owners have either obtained or waived legal advice.

5. The Owners provide confirmation of no tenancies.

6. From and after the date of execution of the Agreement by the Owners and the County, the County shall be at liberty to enter upon the Lands with surveyors, workmen and contractors, for the purpose of surveying, testing, backsloping and other duties related to the road upgrading.

7. The County shall be at liberty to file a Caveat against the title to the Lands to protect its interest in the Lands under this Agreement and the Owners acknowledge and agree that the County shall not be required to file a plan of survey for the Right-of-Way at the Land Titles Office for the North Alberta Land Registration District, until such time as the County considers that the said construction, extension or widening of the public roadway or ditch is necessary. The Owners further acknowledge that the Municipal Secretary of the County is at liberty to execute the affidavit and file the plan of survey at Land Titles Office for North Alberta Land Registry District with respect to the Right-of-Way. The County shall discharge the caveat registered against the Lands following the filing of a plan of survey for the Right-of-Way.

8. The County shall provide landscaping, fencing, back sloping or grading, if required.

9. The Owners hereby agree to indemnify and save harmless the County of and from any loss, cost, claims, expenses, actions or demands arising out of the County's acquisition of the Right-of-Way from the Owners pursuant to this agreement.

10. This Agreement is not binding upon the County of Wetaskiwin No. 10 until accepted by resolution of the Council of the said County at a regular meeting.

11. This Agreement shall enure to the benefit and be binding upon the parties, and their heirs, executives, administrators, transferees, employees, agents, servants and assigns.

12. Should other landowners negotiate a higher price, the Shantz's shall be compensated at the higher price.
IN WITNESS WHEREOF the Owners have affixed their hand and seal and the County has affixed its seal as witnessed by the hands of its proper officers duly authorized in that behalf all as the day and year first above written.

Witness

Witness

COUNTY OF WETASKIWIN NO. 10

REEVE

COUNTY ADMINISTRATOR

Collection of Personal Information:
The personal information on this form is collected under the authority of Section 32 (c) of the Alberta Freedom of Information and Protection of Privacy Act. The information will be used to process your application(s) and your name and address may be included on reports that are available to the public. If you have any questions on the collection and use of this information, please contact the FOIP Coordinator at (780) 352-3321.

Information submitted to County Council:
All pertinent information included in a written submission received from the public that is presented to a Council, Committee or Board meeting of the County of Wetaskiwin becomes part of the public meeting minutes, unless otherwise requested by the individual in writing. Any personal information pertinent to the issue (including but not limited to, name and legal land description) could be recorded in the public minutes of the meeting.
NE 36-45-24-4
LOT 1, BLOCK 1
COT: 162 015 767
JERRY DENNIS & BRENDA ANN SHANTZ
RR2 WETASKIWIN, AB T9A 1W9

AREA REQ'D FOR RIGHT-OF-WAY = 0.37 ha (0.91 Ac)
AREA REQ'D FOR BACKSLOPING = 0.05 ha (0.12 Ac)

NOTE: EXISTING FENCE POSTS TO BE SAVAGED & PILED IN ACCESSIBLE LOCATION.
<table>
<thead>
<tr>
<th>REGISTRATION NUMBER</th>
<th>DATE (D/M/Y)</th>
<th>PARTICULARS</th>
</tr>
</thead>
<tbody>
<tr>
<td>762 102 061</td>
<td>11/06/1976 UTILITY RIGHT OF WAY</td>
<td></td>
</tr>
<tr>
<td></td>
<td>GRANTEE - ATCO GAS AND PIPELINES LTD.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10035-105 ST</td>
<td></td>
</tr>
<tr>
<td></td>
<td>EDMONTON</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ALBERTA T5J2V6</td>
<td></td>
</tr>
<tr>
<td></td>
<td>&quot; AFFECTS PART OF THIS TITLE &quot;</td>
<td></td>
</tr>
</tbody>
</table>

(DATA UPDATED BY: TRANSFER OF UTILITY RIGHT OF WAY 012027107)

TOTAL INSTRUMENTS: 002

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED HEREIN THIS 19 DAY OF SEPTEMBER, 2018 AT 11:36 A.M.

ORDER NUMBER: 35918179

CUSTOMER FILE NUMBER:

*END OF CERTIFICATE*

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION, APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).
Background

By-LAW NO. 2014/21 "Road Protection Bylaw" is a by-law of the County of Wetaskiwin to establish protection of the County’s road infrastructure. Section 2.25 states; "Road Protection Committee” means a Committee comprised of the Reeve, Chief Administrative Officer and Director of Public Works". By-LAW NO. 2014/21, Section 4.1 Road Bans states:

4.0 ROAD BANS
4.1 Under authority of Section 152(3) of the Traffic Safety Act, RSA 2000, T6 as amended, Council hereby delegates authority to impose the prohibition, limitation, exemptions or restriction of vehicular weight to the Road Protection Committee in the form as provided in Appendix ‘B’. Council shall be advised of the order once signed and it will be ratified at the next scheduled Public Works Council Meeting.

The Road Protection Committee, consisting of Reeve Terry Van De Kraats, Rod Hawken, Chief Administrative Officer and Neil Powell, Director of Public Works, met on Wednesday, April 3, 2019.

Discussion ensued regarding implementing a 75% seasonal spring road ban on all graveled surfaces and the following additional road bans:

GRAVELED SEASONAL ROAD BANS:
GRAVELED SURFACES NOT IDENTIFIED BY ANNUAL ROAD BANS – 75%

PAVED SURFACES:

- Range Road 63 from Hwy 13 to TR 464 (4 miles) - 75%
- Range Road 11 from the first entrance to the Hamlet of the Village at Pigeon Lake to end of pavement (0.5 miles) - 75%
- Range Road 240 from Hwy 814 north to Township Road 481 (2 miles) - 90%
- Township Road 460 from Range Road 74 to Range Road 80 (2 miles) - 90%
- Range Road 242 from Hwy 814 to Township Road 473.5 (1.5 miles) - 75%
• Township Road 470 from Hwy 771 to Poplar Bay (1.1 miles) Provincial Park Rd - 90%

ANNUAL ROAD BANS:

• Range Road 61 & Range Road 61A from Hwy 13 to Lakeshore Drive in Buck Lake (1.25 miles) - 75%
• Range Road 244 between Township Road 474.5 and Township Road 474 (.5 mile) - 50%
• Township Road 463 from Hwy 780 east for .75 miles (Wicked Witch) - 50%

The meeting adjourned at 10:30 a.m.

The Road Protection Committee recommended implementing the seasonal ban and that the Road Ban Order be ratified by County of Wetaskiwin Council at the next scheduled Council for Public Works meeting. The Road Ban Order is attached for Council review.

Recommendations

Administration recommends that Council ratify the decision of the Road Protection Committee to implement 75% Seasonal Road Bans on all graveled surfaces not identified by the annual road bans, and various weight restrictions to select paved roads, effective Monday, 8:00 a.m., April 8, 2019.

Recommended Resolution

that Council ratify the decision of the Road Protection Committee to implement 75% Seasonal Road Bans on all graveled surfaces not identified by the annual road bans, and various weight restrictions to select paved roads, effective Monday, 8:00 a.m., April 8, 2019.
Road Protection Committee Meeting – April 3, 2019

Present:
Neil Powell, Director of Public Works
Rod Hawken, Chief Administrative Officer
Reeve T. Van De Kraats, Councillor Division 2

The Road Protection Committee meeting was called to order at 10:30 am. April 3, 2019 at the County Administration Office.

Seasonal Road Bans
Discussion ensued regarding Seasonal Road Bans.

The Committee approved imposing seasonal road bans to select paved and gravelled roads effective Monday, April 8, 2019 at 8:00 a.m.

The Road Ban Order is to be signed by the County Reeve and Chief Administrative Officer and posted in the County Office, as well as advertised on the County website.

The meeting adjourned at 10:45 a.m.
Changes made to the Road Ban Order are highlighted, with new rates in red or bold:

### PAVED SURFACE SEASONAL ROAD BANS

<table>
<thead>
<tr>
<th>Road Description</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Range Road 63 from Hwy 13 to TR 464 (4 miles)</td>
<td>75%</td>
</tr>
<tr>
<td>Range Road 11 from the first entrance to the Hamlet of the Village at Pigeon Lake to end of pavement (0.5 miles)</td>
<td>75%</td>
</tr>
<tr>
<td>Range Road 240 from Hwy 814 north to Township Road 481 (2 miles)</td>
<td>90%</td>
</tr>
<tr>
<td>Township Road 460 from Range Road 74 to Range Road 80 (2 miles)</td>
<td>90%</td>
</tr>
<tr>
<td>Range Road 242 from Hwy 814 to Township Road 473.5 (1.5 miles)</td>
<td>75%</td>
</tr>
<tr>
<td>Township Road 470 from Hwy 771 to Poplar Bay (1.1 miles) Provincial Park Rd</td>
<td>90%</td>
</tr>
<tr>
<td>Township Road 470 from Hwy 771 west to Range Road 31 (end of pavement 6 miles)</td>
<td>75%</td>
</tr>
<tr>
<td>Township Road 470 from Hwy 2A West to Hwy 2 (Correction Line)</td>
<td>90%</td>
</tr>
</tbody>
</table>

### ANNUAL ROAD BANS

<table>
<thead>
<tr>
<th>Road Description</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Range Road 10 between Township Road 472 &amp; Township Road 472.75 (.75 miles)</td>
<td>50%</td>
</tr>
<tr>
<td>Range Road 10 South of Secondary Highway 616 to Scott Avenue (1.5 miles) and all roads within Cameron Highlands</td>
<td>75%</td>
</tr>
<tr>
<td>Range Road 12 North of Lakedell Transfer Station to Summer Village Boundary</td>
<td>50%</td>
</tr>
<tr>
<td>Range Road 61 &amp; Range Road 61A from Hwy 13 to Lakeshore Drive in Buck Lake (1.25 miles)</td>
<td>75%</td>
</tr>
<tr>
<td>Range Road 243 between Township Road 473 and Township Road 472 – East boundary of Town of Millet (C &amp;E Trail)</td>
<td>50%</td>
</tr>
<tr>
<td>Range Road 243 South of Township Road 474 (1.25 miles)</td>
<td>50%</td>
</tr>
<tr>
<td>Range Road 243A from Township Road 474 to Township Road 473</td>
<td>50%</td>
</tr>
<tr>
<td>Range Road 244 between Township Road 474.5 and Township Road 474 (.5 mile)</td>
<td>50%</td>
</tr>
<tr>
<td>Township Road 460 between Range Road 54 to Range Road 55 (1 mile)</td>
<td>75%</td>
</tr>
<tr>
<td>Township Road 460A and Lakeshore Drive (Range Road 61) to the Bridge within the Hamlet of Buck Lake</td>
<td>50%</td>
</tr>
<tr>
<td>Township Road 463 from Hwy 780 east for .75 miles (Wicked Witch)</td>
<td>50%</td>
</tr>
<tr>
<td>Township Road 464 (Deuce Auto Road) from Hwy 22 West to Range Road 73 (3 miles)</td>
<td>75%</td>
</tr>
<tr>
<td>Township Road 464 from Highway 2A to Range Road 245 (Golf Course Road) (3 miles)</td>
<td>50%</td>
</tr>
<tr>
<td>Extended Township Road 471 from Range Road 241 to Range Road 242 (1 mile)</td>
<td>50%</td>
</tr>
<tr>
<td>Township Road 472, West 2 miles from Secondary Highway 814 (2 miles)</td>
<td>50%</td>
</tr>
<tr>
<td>Township Road 474 between Range Road 240 (Secondary Highway 814) and Range Road 242</td>
<td>50%</td>
</tr>
<tr>
<td>Township Road 474 between Range Road 243 and Range Road 242 (.75 miles)</td>
<td>50%</td>
</tr>
</tbody>
</table>
Pursuant to the authority granted under the provision of the Road Protection By-Law 2014/21 the Council of the County of Wetaskiwin No. 10 orders that effective 8:00 a.m., April 8, 2019 the following maximum allowable weights will be permitted on local roads in the County of Wetaskiwin No. 10:

<table>
<thead>
<tr>
<th>Description</th>
<th>Percentage Axle Weights</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRAVELED SEASONAL ROAD BANS</td>
<td>75%</td>
</tr>
<tr>
<td>GRAVELED SURFACES NOT IDENTIFIED BY ANNUAL ROAD BANS</td>
<td>75%</td>
</tr>
<tr>
<td>PAVED SURFACE SEASONAL ROAD BANS</td>
<td>75%</td>
</tr>
<tr>
<td>ANNUAL ROAD BANS</td>
<td>75%</td>
</tr>
<tr>
<td>ROADS EXEMPTED FROM SEASONAL ROAD BANS</td>
<td>100%</td>
</tr>
</tbody>
</table>

Exemptions:
- Vehicles and equipment required by the County of Wetaskiwin No. 10.
- Vehicles and equipment in possession of a valid Permit issued by the County of Wetaskiwin.
- Farming Industry ~ one increment above any posted ban year round (without a permit)

Note:
- Any permit issued by the County of Wetaskiwin or Roadata Services Ltd (RDS), shall be considered null and void in the event the Permit Holder has violated any of the terms and conditions contained within the Permit. Any permit issued by the County of Wetaskiwin does not absolve the Permit Holder or operator from responsibility for any damages caused to the roadway as a result of travel pursuant to the permit. Call 1-877-236-6445 for information concerning numbered highways. FOR PERMIT INFORMATION CALL ROADATA SERVICES LTD. TOLL FREE AT 1-888-830-7623. This Order shall remain in effect until further notice.

Rod Hawken  
County Administrator  

Terry VanDeKraats  
County Reeve
**Background**

At the December 11, 2018 Council for Public Works meeting, Council adopted the 5-Year Road Construction Plan as presented. (Ref. Resolution PW20181211.1013). At the December 18, 2018 Council General meeting, Council approved the 2019 Interim Budget as presented for 2019 Road Construction projects (Ref. Resolution CG20181218.1028).

The approved interim plan included two capital projects for shoulder pull, clay cap, drainage improvements and other work, further detailed as follows:

- **Schedule A**: TWP RD 454; East of RGE RD 80 to HWY 22 (9.44km)
- **Schedule B**: TWP RD 472; from HWY 814 to RGE RD 232 (6.510km)

The tender closed on April 2, 2019 with the following four bids received:

<table>
<thead>
<tr>
<th>Bidders Name</th>
<th>Schedule A</th>
<th>Schedule B</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central Construction Group</td>
<td>$1,265,824.00</td>
<td>$806,362.00</td>
<td>$2,072,186.00</td>
</tr>
<tr>
<td>Crow Enterprises</td>
<td>$1,801,379.80</td>
<td>$1,223,550.70</td>
<td>$3,024,930.50</td>
</tr>
<tr>
<td>Pidherney’s</td>
<td>$1,940,394.00</td>
<td>$1,273,171.00</td>
<td>$3,213,565.00</td>
</tr>
<tr>
<td>TBL Construction</td>
<td>$2,597,440.00</td>
<td>$1,837,050.00</td>
<td>$4,434,490.00</td>
</tr>
</tbody>
</table>

*Prices include Site Occupancy.*

The low bidder for this project is Central Construction Group Ltd. with a total tender value of $2,075,086.00. ROHI Engineering Ltd. has reviewed the bid submitted by Central Construction Group Ltd. and found they have met the contractual requirements at the bid stage. The anticipated total costs for this project inclusive of contingencies and engineering are as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract Amount (Less Site Occ.)</td>
<td>$1,970,086.00</td>
</tr>
<tr>
<td>Contingency (5%)</td>
<td>$98,504.30</td>
</tr>
<tr>
<td>Estimated Site Occ. Bonus (0 days – not anticipated)</td>
<td>--</td>
</tr>
<tr>
<td>Engineering – All phases (Excluding Contract Admin.) Schedule A</td>
<td>$52,949.20</td>
</tr>
<tr>
<td>Estimated Engineering based on Contractor days bid</td>
<td>$66,016.00</td>
</tr>
</tbody>
</table>
(40 site days) Schedule A

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering – All phases (Excluding Contract Admin.) Schedule B</td>
<td>$40,107.80</td>
</tr>
<tr>
<td>Estimated Engineering based on Contractor days bid (30 site days) Schedule B</td>
<td>$39,144.00</td>
</tr>
<tr>
<td>Construction Signage Bonus</td>
<td>$2,000.00</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td><strong>$2,268,807.30</strong></td>
</tr>
</tbody>
</table>

*The above totals do not include GST.*

**Recommendations**

Administration recommends that Council award the contract for Shoulder Pull, Clay Cap, Drainage Improvements and Other Work at TW RD 454; East of RGE RD 80 to HWY 22 (9.44km) and TWP RD 472; from HWY 814 to RGE RD 232 (6.510km) to the low bid of $2,075,086.00 from Central Construction Group Ltd. and approve overall project costs of $2,268,807.30 which is inclusive of contract costs, contingencies and engineering.

**Recommended Resolution**

that Council award the contract for 2019 Road Construction Tender - Shoulder Pull, Clay Cap, Drainage Improvements and Other Work at TW RD 454; East of RGE RD 80 to HWY 22 (9.44km) and TWP RD 472; from HWY 814 to RGE RD 232 (6.510km) to the low bid of $2,075,086.00 from Central Construction Group Ltd. and approve overall project costs of $2,268,807.30 which is inclusive of contract costs, contingencies and engineering.
OFFICIAL TENDER RESULTS

TENDER No.: 18-059
TENDER NAME: 18-059 County of Wetaskiwin 2019 Local Roads

<table>
<thead>
<tr>
<th>Bidders Name</th>
<th>Schedule A</th>
<th>Schedule B</th>
<th>Amendments</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central Construction Group</td>
<td>$1,265,824.00</td>
<td>$809,262.00</td>
<td>$2,075,086.00</td>
<td></td>
</tr>
<tr>
<td>Crow Enterprises Ltd.</td>
<td>$1,801,379.80</td>
<td>$1,223,550.70</td>
<td>$3,024,930.50</td>
<td></td>
</tr>
<tr>
<td>Pidherney's Inc.</td>
<td>$1,940,394.00</td>
<td>$1,273,171.00</td>
<td>$3,213,565.00</td>
<td></td>
</tr>
<tr>
<td>TBL Construction Ltd.</td>
<td>$2,597,440.00</td>
<td>$1,837,050.00</td>
<td>$4,434,490.00</td>
<td></td>
</tr>
</tbody>
</table>
April 8, 2019

Mr. Neil Powell P.L. (Eng.)
Director of Public Works
County of Wetaskiwin No. 10
Box 6960
Wetaskiwin, Alberta
T9A 2G5

Dear Mr. Powell

RE: Tender No. 18-059 2019 Local Roads (Twp. Rd. 454 and Twp. Rd. 472) Shoulder pull, Clay Cap, Drainage Improvements and Other Work

Tenders were received from a total of four (4) bidders for the above-noted project on April 2, 2019. The low bidder for this project was Central Construction Group Ltd. with a total tender value of $2,075,086.00. We have reviewed the bid submitted by Central Construction Group Ltd. and found they have met the contractual requirements at the bid stage.

The anticipated costs for these projects are as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract Amount (Less Site Occ.)</td>
<td>$1,970,086.00</td>
</tr>
<tr>
<td>Contingency (5%)</td>
<td>$98,504.30</td>
</tr>
<tr>
<td>Estimated Site Occ. Bonus (0 days, not anticipated)</td>
<td>$-</td>
</tr>
<tr>
<td>Engineering- All phases (Excluding Contract Admin.) Schedule A</td>
<td>$52,949.20</td>
</tr>
<tr>
<td>Estimated Engineering based on Contractor days bid (40 site days) Schedule A</td>
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<tr>
<td>Construction Signage Bonus</td>
<td>$2,000.00</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td><strong>$2,268,807.30</strong></td>
</tr>
</tbody>
</table>

*The above totals do not include GST*
Please inform ROHI Engineering Ltd. of your Council's decision regarding the awarding of this Contract to **Central Construction Group Ltd.** The complete listing of the Tender Results, the Tender Summary and other pertinent information from the four (4) bidders to help in your decision have been attached for your information.

Sincerely,

[Signature]

Aaron Roberts, Project Manager, ROHI Engineering Ltd.

/Ar

cc. Glen Sandin, Project Sponsor, ROHI Engineering Ltd
The Wetaskiwin Agricultural Society will be hosting the Annual Rawhide Rodeo on June 7, 8 and 9, 2019 at the Wetaskiwin Agricultural grounds.

The County received a letter dated March 26, 2019 from the Wetaskiwin Rawhide Rodeo Committee President, Ray Boeve, requesting permission to use the County of Wetaskiwin water truck to water the arena to eliminate dust. The Committee approached Greg Ambler (a County of Wetaskiwin employee) to operate the water truck. Council approved the use of the water truck in the past, subject to availability and with the condition that County Staff certified in the use of the vehicle, be the only operator of the water truck.

To alleviate the issue of garbage removal, the Wetaskiwin Agricultural Society also requested the use of one County of Wetaskiwin roll off bin and that the bin be delivered to the Wetaskiwin Agricultural grounds for use throughout the weekend of the rodeo. Council approved the use of the roll-off bin in the past subject to availability as per Permitted Use of Roll-off Bins - Policy 40.3.3. Delivery of the bin to and from the site, as well as tipping fee for disposal of the solid waste has been the free service previously provided by the County for the Rawhide Rodeo.

Option's for Council's consideration:

1. To approve the Wetaskiwin Agricultural Society's request to provide usage of a County water truck for the purpose of watering the arena during the Rawhide Rodeo on June 7, 8 and 9, 2019, subject to availability, with Greg Ambler (County of Wetaskiwin employee) being the sole operator for the truck.

2. To deny the request from the Wetaskiwin Agricultural Society for use of the water truck.

Recommendations

Administration recommends that Council approve the request for use of the water truck during the 2019 Wetaskiwin Rawhide Rodeo.
Recommended Resolution

that Council approve the Wetaskiwin Agricultural Society's request to provide usage of a County water truck for the purpose of watering the arena during the Rawhide Rodeo on June 7, 8 and 9, 2019, subject to availability, with Greg Ambler (County of Wetaskiwin employee) being the sole operator for the truck.
March 26, 2019

County of Wetaskiwin No. 10
Box 6960
Wetaskiwin, AB
T9A 2G5

Attention Council:

Please consider our request for use of the County of Wetaskiwin water truck, delivery of a roll off bin and two dumpsters for the Wetaskiwin Rawhide Rodeo – June 7, 8 and 9, 2019 at the Wetaskiwin Agricultural Society’s grounds. The water truck would be used to water the arena eliminating the dust if needed and the roll off bin would alleviate the issue of garbage removal for an event of this size.

We have approached County employee Greg Ambler to donate his time for the operation of the truck. All safety precautions will be taken to ensure the truck is handled in a responsible manner. We understand if there is an emergency, the county obligations receive priority.

We appreciate your past contributions to this community event. Please contact the Wetaskiwin Agricultural Society at 352-2780, email – wetagsoc@xplornet.com or fax 780-352-3790.

We thank you in advance for your consideration.

Wetaskiwin Rawhide Rodeo Committee 2019
Ray Boeve – President

/hj
PERMITTED USE OF ROLL-OFF BINS POLICY #40.3.3

POLICY STATEMENT

The Council of the County of Wetaskiwin No. 10 recognizes the contribution residents make to their community through local Community Centres and Agricultural Societies, and that funding for operating and maintenance costs for these groups is limited.

As such, it is the intention of the County of Wetaskiwin to support these volunteer agencies through the donation of the use of one roll-off bin to handle the collection of approved solid waste material. The donation includes delivery and set up, pick-up, and disposal at a County Transfer Station.

Permission may be granted upon request for non-routine, public events to a maximum of two special events per society per year.

PROCEDURES

1. All requests for the use of a roll-off bin must be received in writing at least one month prior to the special event date. Written requests shall be forwarded to the Director of Public Works who shall have full authority to approve or deny such requests.

2. The Director of Public Works shall ensure that all County operational requirements are met prior to permitting the placement of a roll-off bin at a special event. There shall be no charge for the use of the roll-off bin to these agencies.

3. All costs for the supply, delivery, pick up and waste disposal at a County Transfer Station will be covered under the annual Solid Waste operating budget.
Amending Policy 3102 Custom Work Fee Schedule - Report

Meeting Date (Report Reference Only): 2019/04/23

Meeting (Report Reference Only): Council Public Works

Background

At the March 25, 2019 Directors Meeting, the Managers reviewed and approved the following amendments to Policy 3102 Custom Work Fee Schedule. At that time it was recommended that the Policy revisions be presented at the April 23, 2019 Council for Public Works meeting for Council review and approval.

The proposed amendments include:
- Renaming to Custom Work Policy 32.0.2
- Clarification of policy procedure and invoicing.

Recommendations

Administration recommends that Council approve the amendments to Policy 3102, renaming it Custom Work Policy 32.0.2.

Recommended Resolution

that Council approve the amendments to Policy 3102, renaming it Custom Work Policy 32.0.2.
CUSTOM WORK FEE SCHEDULE
POLICY #3102

POLICY STATEMENT

The Council of the County of Wetaskiwin recognize that, from time to time, the Public Works Department carries out work for other agencies or parties on a cost recovery basis. Effective immediately, all work which is performed utilizing County equipment and labour, and for which the cost of providing such services is to be recovered, the work shall be charged at the rate specified in the Alberta Roadbuilders and Heavy Construction Association Equipment Rental Rates Guide less ten percent (10%).

PROCEDURES

The Director of Public Works shall determine which projects shall be completed on a cost recovery basis and shall ensure the appropriate purchasing documentation is in place (contract, purchase order from the other agency, etc.) The Director of Public Works shall direct the foreman of the area in which the work is to be done to complete the work and to log all hours. The hours shall be provided to the Secretary, Public Works, who shall complete an invoice requisition listing the name and address of the party to be billed, a brief description of the work completed and the type of equipment used. An hourly rate shall be obtained from the most recent Equipment Rental Rates Guide and Membership Roster, and shall be discounted 10%. This rate shall then be used to calculate the amount owing. All applicable taxes shall be added to the total amount calculated as due and owing, and the invoice shall be subject to late penalty fees as determined by Council.
CUSTOM WORK FEE SCHEDULE  
POLICY #310232.0.21

POLICY STATEMENT

The Council of the County of Wetaskiwin recognizes that, from time to time, the Public Works Department may upon written request, perform work on a cost recovery basis for other non-profit agencies or parties on a cost recovery basis. Effective immediately, all work which is performed utilizing County equipment and labour, and for which the cost of providing such services is to be recovered, the work shall be charged at the rate specified in the current annual Alberta Roadbuilders and Heavy Construction Association (ARHCA) Equipment Rental Rates Guide - less ten percent (10%).

PROCEDURES

The Director of Public Works shall determine which projects are to be completed on a cost recovery basis and shall ensure that appropriate purchasing documentation is in place (contract, purchase order from the other agency, etc.) Scope of Work, timeframe and associated costs are agreed upon prior to any Work commencing. The provision of County forces for custom work would depend on seasonal restrictions, timing of operations, current work schedules and available resources.

Once a Scope of Work and timeframe is established, and with a signed agreement or work order in place, the Director of Public Works shall direct the foreman of the area in which the work is to be done to complete the Work and to log all hourstrack all labour, materials and equipment. The completed work order hours shall be provided to the Secretary, Public Works Accounts Receivable, who shall complete an invoice requisition listing the name and address of the party to be billed, a brief description of the work completed and the type of equipment used. In care of the person or persons receiving the Work.

An hourly rate for labour and equipment shall be obtained from the most recent Alberta Roadbuilders and Heavy Construction Association (ARHCA) Equipment Rental Rates Guide and
Membership Roster, and shall be discounted 10%. This rate shall then be used to calculate the amount owing with all applicable provincial and federal taxes. All applicable taxes shall be added to the total amount calculated as due and owing. The invoice shall be subject to late penalty fees as determined by Council the Schedule and Fees Bylaw and the County’s Finance department.

-30-
CUSTOM WORK POLICY #32.0.2

POLICY STATEMENT

The Council of the County of Wetaskiwin recognize that the Public Works Department may upon written request, perform work on a cost recovery basis for non-profit agencies or parties. All Work which is performed utilizing County equipment and labour, and for which the cost of providing such services is to be recovered, shall be charged at the rate specified in the current annual Alberta Roadbuilders and Heavy Construction Association (ARHCA) Equipment Rental Rates Guide - less ten percent (10%).

PROCEDURES

The Director of Public Works shall determine which projects are to be completed on a cost recovery basis and shall ensure that the Scope of Work, timeframe and associated costs are agreed upon prior to any Work commencing. The provision of County forces for custom work would depend on seasonal restrictions, timing of operations, current work schedules and available resources.

Once a Scope of Work and timeframe is established, and with a signed agreement or work order in place, the Director of Public Works shall direct the foreman of the area to complete the Work and to track all labour, materials and equipment. The completed work order shall be provided to Accounts Receivable who shall complete an invoice requisition in care of the person or persons receiving the Work.

The hourly rate for labour and equipment shall be obtained from the most recent Alberta Roadbuilders and Heavy Construction Association (ARHCA) Equipment Rental Rates Guide and Membership Roster, and shall be discounted 10%. This rate shall then be used to calculate the amount owing with all applicable provincial and federal taxes. The invoice shall be subject to late penalty fees as determined by the Schedule and Fees Bylaw and the County’s Finance department.

<table>
<thead>
<tr>
<th>REVISION DATE:</th>
<th>ORIGINAL COUNCIL APPROVAL DATE:</th>
<th>REF. PAGE NO.</th>
<th>NUMBER:</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 17, 1999</td>
<td>99/98 PW</td>
<td>1 of 1</td>
<td></td>
</tr>
</tbody>
</table>
Amending Policy 3103 Right of Entry Authorizations - Report

Meeting Date (Report Reference Only): 2019/04/23
Meeting (Report Reference Only): Council Public Works

Background

At the March 25, 2019 Directors Meeting, the Right of Entry Authorizations Policy 3103 was reviewed and approved by the Directors. The recommendation was to bring the policy amendments forward for Council approval. The proposed amendments to Policy 3103 Right of Entry Authorizations are necessary to address:

- Policy number change due to renumbering process
- Clarification of scope of work on private lands
- Clarification of process from landowner signatures through to Council.

Recommendations

Administration recommends that Council approve amendments to Policy 3103 Right of Entry Authorizations, changing the Policy number to 32.0.3.

Recommended Resolution

that Council approve amendments to Policy 3103 Right of Entry Authorizations, changing the Policy number to 32.0.3.
RIGHT OF ENTRY AUTHORIZATIONS POLICY 3103

POLICY STATEMENT

The Council of the County of Wetaskiwin No. 10 recognizes the need to provide prompt service with regard to accessing private land to complete projects, such as brushing, snow ridging, ditching, road maintenance and gravel exploration.

PROCEDURES

1. Whenever a Right of Entry Agreement is entered into at no cost to the County, for projects where the County and/or Contractors are required to enter private property, the landowner, County Reeve and County Administrator are to sign the agreement prior to Council approval.

2. A list of Right of Entry Agreements will be compiled and reported for Council approval at the Public Works monthly meeting and shall include the following:
   a) Land Owner Name
   b) Legal Land Description
   c) Reason for requesting work
   d) Special conditions noted within the Right of Entry

3. The Director of Public Works shall review all relevant Right of Entry Agreements to determine if Council needs to review on a one to one basis.
RIGHT OF ENTRY AUTHORIZATIONS-AUTHORIZATIONS POLICY #-32.0.3103

POLICY STATEMENT

The Council of the County of Wetaskiwin No. 10 recognizes the requirement for County Crews to access private lands when conducting road maintenance activities such as surveying, spraying, mowing, the need to provide prompt service with regard to accessing private land to complete projects, such as brushing, snow ridging, clearing, ditching, back sloping road maintenance and gravel exploration.

PROCEDURES

1. The County is responsible for all direct costs to perform the work and includes all labour, materials and equipment. There shall be no costs directed to the Landowner, nor shall the Landowner receive payment for property access.

2. Whenever a Right of Entry Agreement is entered into at no cost to the County, for projects where the County and/or Contractors are required to enter private property, the landowner, County Reeve and County Administrator are to sign the agreement prior to Council approval. Affected Landowners are contacted by County personnel to request a Right of Entry and the reasoning behind the request. A Right of Entry Agreement (REA) is prepared, signed by the Landowner and Witnessed by County personnel. The agreement shall include:

   a) Landowner Name;
   b) Legal Land Description;
   c) Reason for requesting work;
   d) Description of the proposed work; and
   e) Special conditions noted within the Right of Entry.
1. The Right of Entry Agreement is then submitted to the County Reeve and Administrator for signatures.

2. A list of Right of Entry Agreements will be compiled and reported for Council approval at the next available Council for Public Works monthly meeting and shall include the following:

3. The County shall indemnify and hold harmless the Landowner from and against all actions, suits, claims and demands whatsoever by any person, firm or corporation arising out of or resulting from the County’s exercise of its rights and privileges granted.

   a) Land Owner Name
   b) Legal Land Description
   c) Reason for requesting work
   d) Special conditions noted within the Right of Entry

3. The Director of Public Works shall review all relevant Right of Entry Agreements to determine if Council needs to review on a one to one basis.

4. 

<table>
<thead>
<tr>
<th>REVISION DATE:</th>
<th>ORIGINAL COUNCIL APPROVAL DATE:</th>
<th>REF. PAGE NO.</th>
<th>NUMBER:</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 8, 1999</td>
<td>99/44 PW</td>
<td>2 of 2</td>
<td></td>
</tr>
</tbody>
</table>
RIGHT OF ENTRY AUTHORIZATIONS-AUTHORIZATIONS POLICY 

POLICY STATEMENT

The Council of the County of Wetaskiwin No. 10 recognizes the requirement for County Crews to access private lands when conducting road maintenance activities such as surveying, spraying, mowing, the need to provide prompt service with regard to accessing private land to complete projects, such as brushing, snow ridging, clearing, ditching, back sloping road maintenance and gravel exploration.

PROCEDURES

1. The County is responsible for all direct costs to perform the work and includes all labour, materials and equipment. There shall be no costs directed to the Landowner, nor shall the Landowner receive payment for property access.

2. Whenever a Right of Entry Agreement is entered into at no cost to the County, for projects where the County and/or Contractors are required to enter private property, the landowner, County Reeve and County Administrator are to sign the agreement prior to Council approval. Affected Landowners are contacted by County personnel to request a Right of Entry and the reasoning behind the request. A Right of Entry Agreement (REA) is prepared, signed by the Landowner and Witnessed by County personnel. The agreement shall include:

   a) Land-Owner Name;
   b) Legal Land Description;
   c) Reason for requesting work;
   d) Description of the proposed work; and
   e) Special conditions noted within the Right of Entry.
WORK ORDERS RIGHT OF ENTRY AUTHORIZATIONS

POLICY #3

2.0.3

1. The Right of Entry Agreement is then submitted to the County Reeve and Administrator for signatures.

2. A list of Right of Entry Agreements will be compiled and reported for Council approval at the next available Council for Public Works monthly meeting and shall include the following:

3. The County shall indemnify and hold harmless the Landowner from and against all actions, suits, claims and demands whatsoever by any person, firm or corporation arising out of or resulting from the County's exercise of its rights and privileges granted.
   a) Land Owner Name
   b) Legal Land Description
   c) Reason for requesting work
   d) Special conditions noted within the Right of Entry.

3. The Director of Public Works shall review all relevant Right of Entry Agreements to determine if Council needs to review on a one to one basis.

4.
Amendments to Policy 3202 Compensation for Damages Arising out of Regular County Vehicle and Equipment Travel - Report

Meeting Date (Report Reference Only): 2019/04/23

Meeting (Report Reference Only): Council Public Works

Background

At the March 25, 2019 Directors Meeting, Policy 3202 Compensation for Damages Arising out of Regular County Vehicle and Equipment Travel was presented with proposed amendments to address:

- Name change: shortened to include “operations” in lieu of “vehicle equipment and travel”
- Numbering change
- Clarification of language to meet current practice.

The amendments were approved by the Directors and are now presented for Council consideration.

Recommendations

Administration recommends that Council approve the amendments to Policy 3202 Compensation for Damages Arising out the Regular County Vehicle and Equipment Travel.

Recommended Resolution

that Council approve the amendments to Policy 3202 Compensation for Damages Arising out the Regular County Vehicle and Equipment Travel.
COMPENSATION FOR DAMAGES ARISING OUT OF REGULAR COUNTY VEHICLE AND EQUIPMENT TRAVEL POLICY #3202

POLICY STATEMENT

The Council of the County of Wetaskiwin No. 10 has resolved that all requests for compensation for damage to vehicles as a result of County vehicles or equipment shall be denied if:

1. The damage is not the direct result of negligence on the part of the operator.
2. The damage is not the direct result of improper maintenance or lack of safety equipment on the County vehicles or equipment.

This may include, but is not limited to, damage to windows and other components on a vehicle from airborne gravel or rocks, and the creation of ruts or other uneven road surfaces caused by mobilizing or demobilizing County vehicles or equipment.

It is the opinion of Council that vehicles travelling along local roads should exercise due care and attention when passing any other vehicles or when adverse weather conditions have resulted in poor road conditions. Damages, which result from normal traffic and travel, are considered to be within the parameters of acceptable loss and are not the responsibility of the County of Wetaskiwin No. 10.

This Policy is in no way intended to alleviate any of the responsibility held by the County of Wetaskiwin No. 10 for any damages which occur as a direct result of negligence of any elected official, agent or employee of the County of Wetaskiwin No. 10.
COMPENSATION FOR DAMAGES ARISING OUT OF REGULAR COUNTY VEHICLE AND EQUIPMENT OPERATIONS TRAVEL

POLICY #32.1.202

POLICY STATEMENT

The Council of the County of Wetaskiwin No. 10 has resolved that all public requests for compensation regarding damage to vehicles as a result of regular County operations vehicles or equipment shall be denied if:

1. The damage is not the direct result of negligence on the part of the operator.

2. The damage is not the direct result of improper maintenance, abnormal equipment operation or the lack of absence of specified and legislated safety equipment devices on required equipment on the County vehicles or equipment.

This may include, but is not limited to, damage to windows and other components on a vehicle from airborne gravel or rocks, and the creation of ruts or other uneven road surfaces caused by mobilizing or demobilizing County vehicles or equipment.

It is the opinion of Council that vehicles travelling along local roads should exercise due care and attention when passing any other vehicles or when adverse weather conditions have resulted in poor road conditions. Damages, which result from normal seasonal traffic and travel, are considered to be within the parameters of acceptable loss to a public motorist and are not the responsibility of the County of Wetaskiwin No. 10.

This Policy is in no way intended to alleviate any of the responsibility held by the County of Wetaskiwin No. 10 for any damages which may occur as a direct result of negligence of any elected official, agent or employee of the County of Wetaskiwin No. 10.

Complainants are recommended to work through their insurance providers to assist with damage claims.
COMPENSATION FOR DAMAGES ARISING OUT OF REGULAR COUNTY VEHICLE AND EQUIPMENT OPERATIONS TRAVEL
POLICY #32.1.202

POLICY STATEMENT

The Council of the County of Wetaskiwin No. 10 has resolved that all public requests for compensation regarding damage to vehicles as a result of regular County operations vehicles or equipment shall be denied if:

1. The damage is not the direct result of negligence on the part of the operator.
2. The damage is not the direct result of improper maintenance, load securement, abnormal equipment operation or the lack of absence of specified and legislated safety equipment devices on required on the County vehicles or equipment.

This may include, but is not limited to, damage to windows and other components on a vehicle from airborne gravel or rocks, and the creation of ruts or other uneven road surfaces caused by mobilizing or demobilizing County vehicles or equipment.

It is the opinion of Council that vehicles travelling along local roads should exercise due care and attention when passing any other vehicles or when adverse weather conditions have resulted in poor road conditions. Damages, which result from normal seasonal traffic and travel, are considered to be within the parameters of acceptable loss to a public motorist and are not the responsibility of the County of Wetaskiwin No. 10.

This Policy is in no way intended to alleviate any of the responsibility held by the County of Wetaskiwin No. 10 for any damages which may occur as a direct result of negligence of any elected official, agent or employee of the County of Wetaskiwin No. 10.

Complainants are recommended to work through their insurance providers to assist with damage claims.
Amending Policy 3204 Acquisition of Clay for Road Construction - Report

Meeting Date (Report Reference Only): 2019/04/23

Meeting (Report Reference Only): Council Public Works

Background

At the March 25, 2019 Directors Meeting, the Acquisition of Clay for Road Construction Policy 3204 was reviewed and approved by the Directors. The recommendation was to bring the policy amendments forward for Council approval. The proposed amendments to Policy 3204 Acquisition of Clay for Road Construction are necessary to address:

- Policy numbering change to read Policy 32.1.4
- Clarification of process
- Clarification of custom or “in kind” work
- Addition of Landowner Release.

Recommendations

Administration recommends that Council approve amendments to Policy 3204 Acquisition of Clay for Road Construction as presented.

Recommended Resolution

that Council approve amendments to Policy 3204 Acquisition of Clay for Road Construction as presented, renaming it Policy 32.1.4.
ACQUISITION OF CLAY FOR ROAD CONSTRUCTION
POLICY #3204

POLICY STATEMENT

The Council of the County of Wetaskiwin No. 10 recognize the need to acquire clay and other fill material from local sources for the provision of road construction and maintenance. The Council also recognize that clay and other fill material hold no commercial value and as such financial compensation to landowners should not be provided. In the alternative, compensation shall be provided in the form of custom work and landowners shall be entitled to receive dugouts, access roads to dugouts and other related services as payment. Custom work shall be designed so as to minimize the additional County resources required to compensate the landowner, and shall be incorporated into the work required to access the clay and other fill material.

PROCEDURES

1. Clay and other fill material shall be obtained from a source in close proximity to the road construction or road maintenance project and shall not be hauled long distances except in instances when a local source is not available.

2. Prior to the work being started, the Project Supervisor shall approach the landowner and request permission to access clay or fill deposits.

3. The Project Supervisor shall determine the scope of work which will be completed with County resources to compensate the landowner for the clay and fill material, including but not limited to, creation of dugouts, access roads and creek crossings to reach dugouts. At no time shall the Project Supervisor agree to carry out work which will impact on existing water bodies, creek beds or create drainage ditches without the proper authorities, licenses or permits required for such work.

4. The Project Supervisor will complete a Right of Entry setting out the name and address of the landowner, legal land description, volume of clay or fill to be removed, compensation, including
fence erection or repair as required and any other relevant information and ensure the Right of Entry is properly executed by the Landowner.

5. Prior to the work being started, the Right of Entry will be brought before Council for ratification and an executed copy will be returned to the landowner for his/her records.

6. The Project Supervisor will proceed with the required work, ensuring the terms and conditions as set out in the Right of Entry are adhered to.
ACQUISITION OF CLAY FOR ROAD CONSTRUCTION
POLICY #32.1.404

POLICY STATEMENT
The Council of the County of Wetaskiwin No. 10 recognizes the need to acquire clay and other suitable fill material from private local sources for the provision of road construction and maintenance activities. The Council also recognizes that clay and other fill material hold no commercial value and as such, financial compensation to landowners in the form of cash payment should not be provided.

Alternatively, compensation shall be provided in the form of custom work and landowners shall be entitled to receive dugouts, access roads to dugouts and other related services work “in kind” as a form of compensation. Custom “in kind” work shall be designed to minimize additional County resources required to compensate the landowner, and shall be incorporated into the work when removing the clay and other fill material.

PROCEDURES
1. If possible and to avoid long distance hauling, clay and other suitable fill material shall be obtained from a source within close proximity of the road construction or maintenance project.

2. Once a suitable area is identified, a designated County official, or Agent of the County, the “Project Supervisor”, shall approach the landowner with a request to obtain fill material.

3. Clay and other fill material shall be obtained from a source in close proximity to the road construction or road maintenance project and shall not be hauled long distances except in instances when a local source is not available.

4. If necessary, prior to the work being started, the Project Supervisor shall approach the landowner and request permission to access clay or fill deposits.
3. The Project Supervisor shall determine the scope of work which will be completed with County resources to compensate the landowner “in kind” for the supply of clay and fill material. Typical custom work items include, including but not limited to, fencing, approach upgrades, construction creation of dugouts and access roads and creek crossings to reach dugouts. At no time shall the Project Supervisor agree to carry out work which will negatively impact on existing water bodies, creek beds, water courses, or the construction of man-made drainage ditches without the proper authorities, licenses or permits required for such work. Proper environmental permits and approvals.

4. The Project Supervisor will complete a Right of Entry agreement setting out the name and address of the landowner, legal land description, volume of clay or fill to be removed, details of the “in kind” compensation, including fence erection or repair as required and any other relevant information and ensure the Right of Entry is properly executed by the Landowner.

5. Prior to the work being started, the Right of Entry agreement will be brought forward to Council for ratification and an executed copy will be returned to the landowner for his/her records.

6. The Project Supervisor will proceed with the required work, ensuring the terms and conditions as set out in the Right of Entry agreement are adhered to.

6.7. A “Landowner Release” shall be required outlining the Landowner’s acceptance of the Work when considering the quality and completeness of the Work.
ACQUISITION OF CLAY FOR ROAD CONSTRUCTION

POLICY STATEMENT

The Council of the County of Wetaskiwin No. 10 recognizes the need to acquire clay and other suitable fill material from private local sources for the provision of road construction and maintenance activities. The Council also recognizes that clay and other fill material hold no commercial value and as such, financial compensation to landowners in the form of cash payment should not be provided.

Alternatively, compensation can be provided in the form of custom work and landowners may be entitled to receive work in kind as a form of compensation. Custom work shall be designed and organized to minimize the additional County resources required to compensate the landowner, and shall be incorporated into the work required when removing the clay and other fill material.

PROCEDURES

1. If possible and to avoid long distance hauling, clay and other suitable fill material shall be obtained from a source within close proximity of the road construction or maintenance project.

2. Once a suitable area is identified, a designated County official, or Agent of the County, the “Project Supervisor”, shall approach the landowner with a request to obtain fill material.

1. Clay and other fill material shall be obtained from a source in close proximity to the road construction or road maintenance project and shall not be hauled long distances except in instances when a local source is not available.

2. Prior to the work being started, the Project Supervisor shall approach the landowner and request permission to access the clay or fill deposits.
3. The Project Supervisor shall determine the scope of work which will be completed with County resources to compensate the landowner "in kind" for the supply of clay and fill material. Typical custom work items include, including but not limited to, fencing, approach upgrades, construction creation of dugouts and access roads and creek crossings to reach dugouts. At no time shall the Project Supervisor agree to carry out work which will negatively impact on existing water bodies, creek bed, water courses, or the construction of man-made drainage ditches without the proper authorities, licenses or permits required for such work. Proper environmental permits and approvals.

4. The Project Supervisor will complete a Right of Entry agreement setting out the name and address of the landowner, legal land description, volume of clay or fill to be removed, details of the "in kind" compensation, including fence erection or repair as required and any other relevant information. Ensure the Right of Entry is properly executed by the Landowner.

5. Prior to the work being started, the Right of Entry agreement will be brought forward to Council for ratification and an executed copy shall be returned to the landowner for his/her records.

6. The Project Supervisor will proceed with the required work, ensuring the terms and conditions as set out in the Right of Entry agreement are adhered to.

6-7. A "Landowner Release" shall be required outlining the Landowner’s acceptance of the Work when considering the quality and completeness of the Work.
Amending Policy 3206 Road Use Agreement - Report

Meeting Date (Report Reference Only): 2019/04/23

Meeting (Report Reference Only): Council Public Works

Background

At the March 25, 2019 Directors Meeting, the Road Use Agreement Policy 3206 was reviewed and approved by the Directors. The recommendation was to bring the policy amendments forward for Council approval. The proposed amendments to Policy 3206 Road Use Agreement are necessary to address:

- Numbering change on Policy to read 32.1.6;
- Re-organized in a chronological order;
- Corrections to language and (internal and external) document references;
- Addition of new terms, definitions and descriptions;
- New additions and procedures regarding road ban program;
- Updates and new additions regarding permit and approval process;
- Overall clarification on process regarding use and implementation of Road Use Agreements (RUA);
- Updates to required securities regarding road repair and restoration.

Alternatives

There are no alternatives presented.

Recommendations

that Council approve amendments to Policy 3206 Road Use Agreements, changing the Policy number to 32.1.6.

Recommended Resolution

that Council approve amendments to Policy 3206 Road Use Agreements, changing the Policy number to 32.1.6.
POLICY STATEMENT

The Council of the County of Wetaskiwin No. 10 recognizes the need to provide optimum transportation routes to promote and maintain economic diversity and growth within the County of Wetaskiwin No. 10 and also recognizes the increased financial consequence of providing this service. Therefore Council shall allow industrial and/or commercial traffic access along highways under the jurisdiction of the County of Wetaskiwin on the condition that the party directly responsible for the increased traffic executes a Road Use agreement. Council also recognizes the need to expedite the execution of Road Use agreements to minimize delays, and consequently delegates authority for execution of the Road Use agreements to Administration. This Policy is in conjunction with the Road Protection Bylaw.

DEFINITIONS

1. “Director, Public Works” means the Director of Public Works for the County of Wetaskiwin No 10 or designate.

2. “CAO” means the Chief Administrative Officer for the County of Wetaskiwin No. 10 or designate.

3. “Road Protection Committee” is comprised of the Reeve, Chief Administrative Officer and the Director of Public Works.


5. “The County” means the County of Wetaskiwin No 10.

6. “The User” means any industry or commercial business that executes a Road Use Agreement.

7. “Emergency Situation” means if the road requires immediate protection.

8. “Highway” means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle way or other place or any part of any of them,
whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:

i) a sidewalk, including a boulevard adjacent to the sidewalk,

ii) if a ditch lies adjacent to and parallel with the roadway, the ditch, and,

iii) if a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be, but does not include a place declared by regulation not to be a highway.

PROCEDURES

1. All development and other permits issued by the County of Wetaskiwin No. 10 to an industry or commercial business (hereinafter referred to as the “User”) which may result in increased commercial traffic along a highway under the jurisdiction of the County of Wetaskiwin shall include a requirement to enter a Road Use Agreement. Users meeting the requirements as stated above shall be identified through joint consultation between the Director, Public Works and the Planning & Economic Development Department of the County.

2. The Director, Public Works shall meet to determine the level of service to be provided by the County and the level of service to be provided by the User. Once the responsibilities have been determined, both parties shall complete and execute a Road Use Agreement, forming part of this Policy.

3. The Director, Public Works shall cause the identified roads to be monitored on an ongoing basis and shall notify the User in the event maintenance or upgrading work is required pursuant to the Road Use Agreement.

4. The Director, Public Works shall require remedial work to be completed by the Road Use Agreement holder by an approved contractor. If the user refuses to complete the work in a timely manner, the County of Wetaskiwin shall undertake the work with all charges being the responsibility of the User.

5. In the event the User chooses to carry out the work, the Director, Public Works, or his delegated official shall monitor all work. In the event the work is not performed to the standard as directed by the County, the Director, Public Works shall provide notice to this effect to the User within 72 hours of completion of the work and shall arrange for the work to be upgraded to a level acceptable by the County.

6. Should the User fail to execute a Road Use Agreement, the Road Protection Committee shall be delegated full authority to take all necessary action to protect the identified roads, including the
issuance of road bans as required. The Director, Public Works may also, at his discretion, refuse to grant the User any or all permits as required under Road Protection Bylaw. Any such action taken shall be reported to Council at the next regularly scheduled Council for Public Works Meeting.

7. Road Use Agreements shall be executed initially by the User and shall then be reviewed and executed by Administration.

8. As per the Road Use Agreement, the County will continue to maintain the local road according to the regular maintenance schedule. The User will contribute to any patching or grading work required in excess of the regular scheduled maintenance on an ongoing basis and any and all repairs as directed by the Director, Public Works that is a direct result of the use of the road by the User.

9. When ten (10) or more vehicles with a GVW in excess of 11,794 kg will be moving into the same site within a 24 hour period, they will be required to obtain a "Major Move" permit from the County of Wetaskiwin or the approved agent prior to any movement on County roadways in this capacity.

10. User shall inspect roadways prior to use. Any defects shall be reported prior to use to the following:
   - During office hours to Public Works Dispatcher at 780-361-6243
   - After hours hotline at 780-352-0005 or 1-800-581-0050.
   Defects to roadway not reported shall become the responsibility of the permit user.

11. The User agrees to pay for any repairs to road damage caused by their operations; over and above normal wear and tear. Should damage be caused to the roads, the User shall cease operations immediately and notify the County.

12. Council shall authorize the Director, Public Works to charge for approach approvals and pre and post inspections for any industry where there is a potential for road damage, as per the “Fees & Charges Bylaw”. Examples: well sites, multiple legal loads, contaminated hauls and bonded projects.

13. During seasonal bans, the ONLY exceptions to travel above posted bans will be as follows:

   - **Agricultural** – as per the “Road Protection Bylaw”
   - **Commercial bread/mail/heating fuel/manure/fertilizer haulers** – as per the “Traffic Safety Act”
   - **Domestic Drinking Water** – as per the “Traffic Safety Act”
   - **Essential/Emergent Services** will be issued a single trip permit in/out only
     (Example: water well driller only because a well went dry, not to drill a new well)
   - **Emergency Vehicles** – as per the “Traffic Safety Act”
All other services are required to meet the posted bans or post a bond in the form of Irrevocable Letter of Credit for a site specific location to obtain 100% legal weight;

**Bonding Procedure:** Any inquiries about bonding will be directed to Director, Public Works
- Minimum bond of $160,000/mile on oiled surfaces;
- Minimum bond of $100,000/mile on other surfaces;
- Minimum bond of $400,000/mile on hot mix surfaces.

Road Use Agreement shall be executed initially by the User and shall then be reviewed and executed by Administration.

14. Council shall authorize the Director, Public Works to enter into Road Maintenance Agreement with the User for a specific roadway. If the User has a permanent base of operations requiring 100% legal weight annually. The Road Maintenance Agreement shall include an annual fee based on the increased wear and tear on the highway as a direct result of the Users operations. The fee shall be based on the number of trips per day and road infrastructure. This agreement does not relieve the User from responsibility to fix and repair all road damage at the Users sole expense as per the Road Use Agreement.

15. Council shall authorize the County to charge a Fixed Municipal Fee, as per “Fees & Charges Bylaw”. The Municipality is authorized to charge permit applicants in accordance with the Municipal Government Act for overweight permit approvals where the Municipality has enacted a bylaw restricting overweight loads and includes the costs of services attributable to approvals for over dimension permits where required to do so pursuant to the applicable permit through the County’s approved agent.
32.1 PUBLIC WORKS
ROADSFUNCTION:
3000 Public Works Services
SECTION:
3200 Road Transport

ROAD USE AGREEMENTS POLICY #32.1606

POLICY STATEMENT

The Council of the County of Wetaskiwin No. 10 recognizes the need to provide optimum transportation routes to promote and maintain economic diversity and growth within the County of Wetaskiwin No. 10, and also recognizes the increased financial consequence of providing this service. Therefore Council shall allow or Permit to allow, industrial and/or commercial traffic access along highways under the jurisdiction of the County of Wetaskiwin on the condition that the party directly responsible for the increased traffic or overweight loads, executes a Road Use Agreement (RUA).

Council also recognizes the need to expedite the execution of Road Use Agreements to minimize delays, and consequently, the County delegates authority to Administration for the preparation and execution of the Road Use Agreements. This Policy is supported by the Road Protection Bylaw.

Typical transport of goods and materials requiring a Road Use Agreement includes: gravel and sand, soils, contaminated soils, rubble, logging, pipeline installations, seismic operations, septic haulers, oilfield construction, commercial and residential construction.

DEFINITIONS

1. “Director of Public Works” means the Director of Public Works for the County of Wetaskiwin No. 10 or designate.

2. “CAO” means the Chief Administrative Officer for the County of Wetaskiwin No. 10 or designate.

3. “Road Protection Committee” is comprised of the Reeve, Chief Administrative Officer and the Director of Public Works.

4. “Council” means the Council of the County of Wetaskiwin No. 10.
5. “The County” means the County of Wetaskiwin-No.10.

6. “The UserHauler” means any corporation, person, industry or commercial business or entity that executes a Road Use Agreement.

7. “Permit”Emergency Situation” means the written authority of the Director of Public Works or designates to allow traffic or movement at any time on roads under the control of the County of Wetaskiwin.

8. “Temporary Approach” means a temporary approach not built to County standards that is to be removed within 14 days following its construction, if the road requires immediate protection.

9. “Highway” means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle-way or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:

   a. i) a sidewalk, including a boulevard adjacent to the sidewalk,
   b. if a ditch lies adjacent to and parallel with the roadway, the ditch, and
   c. ii) if a highway right-of-way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be, but does not include a place declared by regulation not to be a highway.

   f a ditch lies adjacent to and parallel with the roadway, the ditch, and,
   iii) if a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be, but does not include a place declared by regulation not to be a highway.

PROCEDURES

1. All development and other permits issued by the County of Wetaskiwin No. 10 to an industry or commercial business (hereinafter referred to as the “UserHauler”) which may result in increased commercial traffic along a highway under the jurisdiction of the County of Wetaskiwin, shall include a requirement to enter into a Road Use Agreement. UserHaulers meeting the requirements as stated above shall be identified through joint consultation between the Director of Public Works and the Planning & Economic Development Department of the County.
2. The Director of Public Works shall meet to determine the level of service to be provided by the County and the level of service to be provided by the UserHauler. Once the responsibilities have been determined, both parties shall complete and execute a Road Use Agreement, forming part of this Policy.

3. Road Use Agreements shall be initially executed by the Hauler and shall then be reviewed and executed by Public Works.

4. When a Hauler acknowledges that four (4) or more vehicles with a Gross Vehicle Weight (GVW) in excess of 11,794 kg are to be moving into the same site, they will be required to obtain a "Special Haul" Permit from the County of Wetaskiwin. Other conditions imposed for multiple trip hauls include:
   a. Non-Divisible Loads (Oilfield): a RUA and pre/post inspection is required for a multiple haul in excess of 4 trips;
   b. Soil and Contaminated Soils: a RUA and pre/post inspection is required for a multiple haul in excess of 10 trips; and
   c. Divisible Loads (Gravel and Fluids): a RUA and pre/post inspection is required for a multiple haul in excess of 40 trips.

5. Should the Hauler fail to execute a Road Use Agreement and/or fails to meet all the conditions outlined within the RUA, the Road Protection Committee shall be delegated full authority to take all the necessary action to protect the road infrastructure including the issuance of road bans. The Director of Public Works may also at his discretion, refuse to grant the Hauler any or all Permits.

6. The Hauler shall inspect roadways prior to the haul. Any road defects detected shall be reported to the following:
   - During office hours: Public Works at 780-361-6221
   - After hours hotline: 780-352-0005 or 1-800-665-0338

   Note: Defects to a roadway not reported, shall become the responsibility of the Hauler.

7. The Director of Public Works shall cause the identified roads to be monitored on an ongoing basis and shall notify the UserHauler in the event maintenance or upgrading work road rehabilitation is required pursuant to the Road Use Agreement.
4. The Director, Public Works shall require remedial work to be completed by the Road Use Agreement holder by an approved contractor. If the user refuses to complete the work in a timely manner, the County of Wetaskiwin shall undertake the work with all charges being the responsibility of the User.

5. In the event the User chooses to carry out the work, the Director, Public Works, or his delegated official shall monitor all work. In the event the work is not performed to the standard as directed by the County, the Director, Public Works shall provide notice to this effect to the User within 72 hours of completion of the work and shall arrange for the work to be upgraded to a level acceptable by the County.

6. Should the User fail to execute a Road Use Agreement, the Road Protection Committee shall be delegated full authority to take all necessary action to protect the identified roads, including the issuance of road bans as required. The Director, Public Works may also, at his discretion, refuse to grant the User any or all permits as required under Road Protection Bylaw. Any such action taken shall be reported to Council at the next regularly scheduled Council for Public Works Meeting.

7. Road Use Agreements shall be executed initially by the User and shall then be reviewed and executed by Administration.

8. As per the Road Use Agreement and assignment of responsibilities, the County will continue to maintain the local road according to its regular maintenance schedule. The User-Hauler will contribute to any patching, road repair or grading work required in excess of the regular scheduled maintenance on an ongoing basis and any and all repairs as deemed necessary directed by the Director of Public Works that is a direct result of the use of the road by the User.

9. When ten (10) or more vehicles with a GVW in excess of 11,794 kg will be moving into the same site within a 24-hour period, they will be required to obtain a "Major Move" permit from the County of Wetaskiwin or the approved agent prior to any movement on County roadways in this capacity.

10. User shall inspect roadways prior to use. Any defects shall be reported prior to use to the following:
- During office hours to Public Works Dispatcher at 780-361-6243
- After hours hotline at 780-352-0005 or 1-800-581-0050.
Defects to roadway not reported shall become the responsibility of the permit user.

9. Should the Hauler cause road damage be caused to the roads, they User shall cease operations immediately and notify the County of the road conditions. The User-Hauler agrees to
pay for any all repairs to road damage caused by their operations identified by the Director of Public Works to be over and above normal wear and tear.

a. If the Hauler refuses to complete the work in a timely manner, the County of Wetaskiwin shall undertake the work with all costs being the responsibility of the Hauler at the rates indicated in the Custom Work Fee Schedule Policy.

b. In the event the Hauler chooses to carry out the work and is not performed to County standards, the Director of Public Works shall provide notice to the Hauler within seventy two (72) hours of the deficiencies and shall arrange for the work to be completed to a level acceptable to the County.

11. Should damage be caused to the roads, the User shall cease operations immediately and notify the County.

10. The County shall charge a Fixed Municipal Fee as per the Fees & Charges Bylaw. The Municipality is authorized to charge applicants in accordance with the Municipal Government Act for overweight and over dimension permits where the Municipality has enacted a bylaw restricting overweight and over dimension loads including the recovery for the cost of services attributable to permits and approvals.

11. Council shall authorize the Director of Public Works to enter into a Road Maintenance Agreement if the Hauler has a permanent base of operations requiring 100% legal axle weights on an annual basis. The Road Maintenance Agreement shall include an annual fee based on the increased wear and tear on the highway as a direct result of the Haulers operations. The fee shall be based on the number of trips per day and road infrastructure. This agreement does not relieve the Hauler from their responsibility to repair all road damage as detailed within their Road Use Agreement.

12. As per the Fees & Charges Bylaw, Council shall authorize the Director of Public Works to charge for approach approvals and proximity and crossing approvals and (pre and post) inspections for any industry where there is a potential for road damage, as per the “Fees & Charges Bylaw”. Examples include: well sites, multiple legal loads and contaminated loads.

13. Industry requiring temporary approach access must provide the County with a site survey and calculated sight lines prior to entering into a Road Use Agreement. After signing the RUA, the Hauler shall contact the County’s permitting agency to obtain inspections for the temporary approach. These approaches however, are not required to meet the County’s approach standards (i.e. no culvert or gravel required). Fees are as specified in the Fees & Charges Bylaw and are based per approach, and per inspection completed.

a. If the temporary approach is not removed within 14 days following construction, the County shall undertake the work with all charges being the responsibility of the Hauler at the rates indicated in the Custom Work Fee Schedule Policy.
ROAD BANS AND PERMITS:

No person shall operate a Vehicle or combination of Vehicles in excess of the load limits or the size limits as legislated in the Commercial Vehicle and Weight Regulation, or in contravention of any prohibitions as stated in this Policy or the Road Protection Bylaw, without first obtaining a Permit to do so, subject to the conditions of the Permit.

During the spring thaw and the Seasonal Road Ban period (typically April to June), all posted weight restrictions on County roadways are to be strictly adhered to.

For roads subject to permanent and seasonal weight restrictions, the only exceptions and limitations to travel above posted bans will be as follows:

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<thead>
<tr>
<th>REVISION DATE:</th>
<th>ORIGINAL COUNCIL APPROVAL DATE:</th>
<th>REF. PAGE #</th>
<th>Page #</th>
</tr>
</thead>
</table>
Conditions When No Permits Required:

- Agriculture – as per the “Road Protection Bylaw”
- Commercial bread/mail/heating fuel/manure/fertilizer haulers – as per the “Traffic Safety Act”
- Domestic Drinking Water – as per the “Traffic Safety Act”
- Essential/Emergent Services will be issued a single trip permit in/out only (Example: water well driller only because a well went dry, not to drill a new well)
- Emergency Vehicles – as per the “Traffic Safety Act”

During Road Ban Season: No Permit Required – Exempt Vehicles at 100%

- a) Emergency Vehicles as defined in the Traffic Safety Act;
- b) A vehicle required by a road authority to transport materials needed for emergency maintenance of a highway;
- c) Vehicles and equipment owned and operated by the County of Wetaskiwin to maintain and repair roads and to provide essential services;
- d) A school bus;
- e) A rubber tired tractor, with or without a trailer;
- f) A vehicle crossing a highway;
- g) Deliveries to a commercial business located within a Hamlet;
- h) Vehicles and equipment travelling to and using highways adjacent to lands hosting a community event;
- i) A vehicle transporting fresh milk or cream from its place of origin;
- j) A vehicle transporting pregnant mare urine from its place of origin;
- k) A vehicle having a combined gross weight of all its axles not exceeding 5000 kilograms.

During Road Ban Season: No Permit Required - Restrictions at 90%

- a) a vehicle transporting
  - a. bread
  - b. mail
  - c. heating fuel; and
  - d. fertilizer (includes animal waste manure)

- b) a bus, other than a school bus, carrying passengers.

During Non-Road Ban Season - No Permit Required:

- Roads with no restrictions – 100% of legal axle weights
- Roads with permanent annual restrictions – Obey posted % of legal axle weights
Conditions When Permits Required:

The Director of Public Works or designates, are authorized to establish a system to issue Permits on behalf of the County. The process to obtain a Permit is as follows:

1. The Hauler contacts Public Works requesting a Permit;
2. Public Works prepares a Road Use Agreement (RUA) and submits to the Hauler for signatures;
3. Once a signed RUA has been received by the County, Public Works will sign, return a copy to the Hauler and file the RUA with Roadata Services;
4. Roadata Services (RDS) will maintain the RUA on file;
5. Prior to the haul, the Hauler is to contact RDS at 1-888-830-7623 to obtain their Permit.

During Non-Road Ban Season: Permit Required:

Outside of the Seasonal Road Ban period (April to June), Haulers are permitted the following legal axle weights on permanently banned roads:

- Agricultural producers transporting oil seeds and grain – 100%
- Non-divisible loads (e.g. concrete pumper) – 100%
- Agriculture related and General Haulers
  - 75% on 50% posted roadways (one increment above)
  - 90% on 75% posted roadways (one increment above)

Specialized Permits for overweight and over-dimension vehicles are available from the Government of Alberta through the Transportation Routing And Vehicle Information System (TRAVIS) which uses private service providers (Agents) such as Roadata Services to provide the permitting service. Subject to existing road conditions, the County will recognize valid TAC permits and allow the Hauler to transport at the specified allowable weights included within the Permit.

SECURITY:

As per the RUA, and depending on the intensity, location, timing and duration of the haul, a Hauler may be required to guarantee the road repair and restoration to as good as or better than, the road condition prior to the haul. The form of security shall include one of the following:

- A Labour and Materials Bond in the amount of 100% of the established Work effort for all labour, equipment and materials used or reasonably required for the Work. The established Work effort and its associated cost will be determined by the Director of Public Works; or
An Irrevocable Letter of Credit, Certified Cheque, Bank Draft or Money Order in the amount equal to the established Work effort and its associated cost. The established Work effort and its associated cost will be determined by the Director of Public Works. The Irrevocable Letter of Credit, Certified Cheque, Bank Draft or Money Order will be released 120 days following the issuance of a Final Acceptance Certificate (FAC).

All other services are required to meet the posted bans or post a bond in the form of Irrevocable Letter of Credit for a site specific location to obtain 100% legal weight;

**Bonding Procedure:** Any inquiries about bonding will be directed to Director, Public Works
- Minimum bond of $160,000/mile on oiled surfaces;
- Minimum bond of $100,000/mile on other surfaces;
- Minimum bond of $400,000/mile on hot mix surfaces.

Road Use Agreement shall be executed initially by the User and shall then be reviewed and executed by Administration.

14. Council shall authorize the Director, Public Works to enter into Road Maintenance Agreement with the User for a specific roadway. If the User has a permanent base of operations requiring 100% legal weight annually. The Road Maintenance Agreement shall include an annual fee based on the increased wear and tear on the highway as a direct result of the Users operations. The fee shall be based on the number of trips per day and road infrastructure. This agreement does not relieve the User from responsibility to fix and repair all road damage at the Users sole expense as per the Road Use Agreement.

15. Council shall authorize the County to charge a Fixed Municipal Fee, as per “Fees & Charges Bylaw”. The Municipality is authorized to charge permit applicants in accordance with the Municipal Government Act for overweight permit approvals where the Municipality has enacted a bylaw restricting overweight loads and includes the costs of services attributable to approvals for over dimension permits where required to do so pursuant to the applicable permit through the County’s approved agent.
ROAD USE AGREEMENTS POLICY #32.1.606

POLICY STATEMENT

The Council of the County of Wetaskiwin No. 10 recognizes the need to provide optimum transportation routes to promote and maintain economic diversity and growth within the County of Wetaskiwin No. 10, and also recognizes the increased financial consequence of providing this service. Therefore, the County shall allow or Permit to allow, industrial and/or commercial traffic transport vehicle access along highways under the jurisdiction of the County of Wetaskiwin on the condition that the party directly responsible for the increased traffic or overweight loads, executes a Road Use Agreement (RUA).

Council also recognizes the need to expedite the execution of Road Use Agreements to minimize delays, and consequently, hereby delegates authority to Administration for the preparation and execution of the Road Use Agreements to Administration. This Policy is supported by the Road Protection Bylaw.

Typical transport of goods and materials requiring a Road Use Agreement includes: gravel and sand, soils, contaminated soils, rubble, logging, pipeline installations, seismic operations, septic haulers, oilfield construction, commercial and residential construction.

DEFINITIONS

1. “Director of Public Works” means the Director of Public Works for the County of Wetaskiwin No. 10 or designate.

2. “CAO” means the Chief Administrative Officer for the County of Wetaskiwin No. 10 or designate.

3. “Road Protection Committee” is comprised of the Reeve, Chief Administrative Officer and the Director of Public Works.

4. “Council” means the Council of the County of Wetaskiwin No. 10.
5. “The County” means the County of Wetaskiwin No. 10.

6. “The User/Hauler” means any corporation, person, industry or commercial business or entity that executes a Road Use Agreement.

7. “Emergency Situation” means the written authority of the Director of Public Works or designates to allow traffic or movement at any time on roads under the control of the County of Wetaskiwin.

8. “Temporary Approach” means a temporary approach not built to County standards that is to be removed within 14 days following its construction, if the road requires immediate protection.

9. “Highway” means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle-way or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:

   a. a sidewalk, including a boulevard adjacent to the sidewalk,
   b. if a ditch lies adjacent to and parallel with the roadway, the ditch, and
   c. if a highway right-of-way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be, does not include a place declared by regulation not to be a highway.
   d. if a ditch lies adjacent to and parallel with the roadway, the ditch, and,
   e. if a highway right-of-way is contained between fences, or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be, does not include a place declared by regulation not to be a highway.

PROCEDURES

1. All development and other permits issued by the County of Wetaskiwin No. 10 to an industry or commercial business (hereinafter referred to as the “User/Hauler”) which may result in increased commercial traffic along a highway under the jurisdiction of the County of Wetaskiwin, shall include a requirement to enter into a Road Use Agreement. User/Haulers meeting the requirements as stated above shall be identified through joint consultation between the Director of Public Works and the Planning & Economic Development Department of the County.
2. The Director of Public Works shall meet to determine the level of service to be provided by the County and the level of service to be provided by the User Hauler. Once the responsibilities have been determined, both parties shall complete and execute a Road Use Agreement, forming part of this Policy.

3. Road Use Agreements shall be initially executed by the Hauler and shall then be reviewed and executed by Public Works.

4. When a Hauler acknowledges that four (4) or more vehicles with a Gross Vehicle Weight (GVW) in excess of 11,794 kg are to be moving into the same site, they will be required to obtain a "Special Haul" Permit from the County of Wetaskiwin. Other conditions imposed for multiple trip hauls include:
   a. Non-Divisible Loads (Oilfield): a RUA and pre/post inspection is required for a multiple haul in excess of 4 trips;
   b. Soil and Contaminated Soils: a RUA and pre/post inspection is required for a multiple haul in excess of 10 trips; and
   c. Divisible Loads (Gravel and Fluids): a RUA and pre/post inspection is required for a multiple haul in excess of 40 trips.

5. Should the Hauler fail to execute a Road Use Agreement and/or fails to meet all the conditions outlined within the RUA, the Road Protection Committee shall be delegated full authority to take all the necessary action to protect the road infrastructure including the issuance of road bans. The Director of Public Works may also at his discretion, refuse to grant the Hauler any or all Permits.

6. The Hauler shall inspect roadways prior to the haul. Any road defects detected shall be reported to the following:
   - During office hours: Public Works at 780-361-6221
   - After hours hotline: 780-352-0005 or 1-800-665-0338

Note: Defects to a roadway not reported, shall become the responsibility of the Hauler.

2. 

7. The Director of Public Works shall cause the identified roads to be monitored on an ongoing basis and shall notify the User Hauler in the event maintenance or upgrading work rehabilitation is required pursuant to the Road Use Agreement.

3.
ROAD USE AGREEMENT POLICY #32.1.6206

4. The Director, Public Works, shall require remedial work to be completed by the Road Use Agreement holder by an approved contractor. If the user refuses to complete the work in a timely manner, the County of Wetaskiwin shall undertake the work with all charges being the responsibility of the User.

5. In the event the User chooses to carry out the work, the Director, Public Works, or his delegated official shall monitor all work. In the event the work is not performed to the standard as directed by the County, the Director, Public Works shall provide notice to this effect to the User within 72 hours of completion of the work and shall arrange for the work to be upgraded to a level acceptable by the County.

6. Should the User fail to execute a Road Use Agreement, the Road Protection Committee shall be delegated full authority to take all necessary action to protect the identified roads, including the issuance of road bans as required. The Director, Public Works may also, at his discretion, refuse to grant the User any or all permits as required under Road Protection Bylaw. Any such action taken shall be reported to Council at the next regularly scheduled Council for Public Works Meeting.

7. Road Use Agreements shall be executed initially by the User and shall then be reviewed and executed by Administration.

8. As per the Road Use Agreement and assignment of responsibilities, the County will continue to maintain the local road according to its regular maintenance schedule. The User/Hauler will contribute to any patching, road repair or grading work required in excess of the regular scheduled maintenance on an ongoing basis and any and all repairs as deemed necessary directed by the Director of Public Works that is a direct result of the use of the road by the User.

9. When ten (10) or more vehicles with a GVW in excess of 11,794 kg will be moving into the same site within a 24 hour period, they will be required to obtain a “Major Move” permit from the County of Wetaskiwin or the approved agent prior to any movement on County roadways in this capacity.

10. User shall inspect roadways prior to use. Any defects shall be reported prior to use in the following:
   - During office hours to Public Works Dispatcher at 780-361-6243
   - After hours hotline at 780-362-0006 or (1-800-581-0050)
   - Defects to roadway not reported shall become the responsibility of the permit user.

9. Should the Hauler cause road damage to the roads, the User shall cease operations immediately and notify the County of the road conditions. The User/Hauler agrees to
pay for any all repairs to road damage caused by their operations identified by the Director of Public Works to be however and above normal wear and tear.

a. If the Hauler refuses to complete the work in a timely manner, the County of Wetaskiwin shall undertake the work with all costs being the responsibility of the Hauler at the rates indicated in the Custom Work Fee Schedule Policy.

b. In the event the Hauler chooses to carry out the work and is not performed to County standards, the Director of Public Works shall provide notice to the Hauler within seventy-two (72) hours of the deficiencies and shall arrange for the work to be completed to a level acceptable to the County.

11. Should damage be caused to the roadways, the User shall cease operations immediately and notify the County.

10. The County shall charge a Fixed Municipal Fee as per the Fees & Charges Bylaw. The Municipality is authorized to charge applicants in accordance with the Municipal Government Act for overweight and over dimension permits and approvals. The County shall charge a Fixed Municipal Fee as per the Fees & Charges Bylaw. the rates indicated in the Custom Work Fee Schedule Policy.

11. Council shall authorize the Director of Public Works to enter into a Road Maintenance Agreement if the Hauler has a permanent base of operations requiring 100% legal axle weights on an annual basis. The Road Maintenance Agreement shall include an annual fee based on the increased wear and tear on the highway as a direct result of the Hauler’s operations. The fee shall be based on the number of trips per day and road infrastructure. This agreement does not relieve the Hauler from their responsibility to repair all road damage as detailed within their Road Use Agreement.

12. As per the Fees & Charges Bylaw, Council shall authorize the Director of Public Works to charge for approach approvals, and proximity and crossing approvals, and (pre and post) inspections for any industry where there is a potential for road damage, as per the “Fees & Charges Bylaw”. Examples include: well sites, multiple legal loads and contaminated loads.

13. Industry requiring temporary approach access must provide the County with a site survey and calculated sight lines prior to entering into a Road Use Agreement. After signing the RUA, the Hauler shall contact the County’s permitting agency to obtain inspections for the temporary approach. These approaches however, are not required to meet the County’s approach standards (i.e. no culvert or gravel required). Fees are as specified in the Fees & Charges Bylaw and are based per approach, and per inspection completed.

a. If the temporary approach is not removed within 14 days following construction, the County shall undertake the work with all charges being the responsibility of the Hauler at the rates indicated in the Custom Work Fee Schedule Policy.
ROAD BANS AND PERMITS:

No person shall operate a Vehicle or combination of Vehicles in excess of the load limits or the size limits as legislated in the Commercial Vehicle and Weight Regulation, or in contravention of any prohibitions as stated in this Policy or the Road Protection Bylaw, without first obtaining a Permit to do so, subject to the conditions of the Permit.

During the spring thaw and the Seasonal Road Ban period (typically April to June), all posted weight restrictions on County roadways are to be strictly adhered to.

12. hauls and bonded projects.

During seasonal For roads subject to permanent and seasonal weight restrictions bans, the ONLY exceptions and limitations to travel above posted bans will be as follows:

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<th>REVISION DATE:</th>
<th>ORIGINAL COUNCIL APPROVAL DATE:</th>
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Conditions When No Permits Required:

- Agricultural – as per the “Road Protection Bylaw”
- Commercial bread/mail/heating fuel/manure/fertilizer haulers – as per the “Traffic Safety Act”
- Domestic Drinking Water – as per the “Traffic Safety Act”
- Essential/Emergent Services will be issued a single trip permit in/out only (Example: water well driller only because a well went dry, not to drill a new well)
- Emergency Vehicles – as per the “Traffic Safety Act”

During Road Ban Season: No Permit Required:

- Exempt Vehicles at 100%
  - a) Emergency Vehicles as defined in the Traffic Safety Act;
  - b) A vehicle required by a road authority to transport materials needed for emergency maintenance of a highway;
  - c) Vehicles and equipment owned and operated by the County of Wetaskiwin to maintain and repair roads and to provide essential services;
  - d) A school bus;
  - e) A rubber tired tractor, with or without a trailer;
  - f) A vehicle crossing a highway;
  - g) Deliveries to a commercial business located within a Hamlet;
  - h) Vehicles and equipment travelling to and using highways adjacent to lands hosting a community event;
  - i) A vehicle transporting fresh milk or cream from its place of origin;
  - j) A vehicle transporting pregnant mare urine from its place of origin;
  - k) A vehicle having a combined gross weight of all its axles not exceeding 5000 kilograms.

During Road Ban Season: No Permit Required - Restrictions at 90%

- a) a vehicle transporting
  - a. bread
  - b. mail
  - c. heating fuel; and
  - d. fertilizer (includes animal waste manure)
- b) a bus, other than a school bus, carrying passengers.

During Non-Road Ban Season - No Permit Required:

- Roads with no restrictions – 100% of legal axle weights
- Roads with permanent annual restrictions – Obey posted % of legal axle weights.
Conditions When Permits Required:

The Director of Public Works or designates, are authorized to establish a system to issue Permits on behalf of the County. The process to obtain a Permit is as follows:

1. The Hauler contacts Public Works requesting a Permit;
2. Public Works prepares a Road Use Agreement (RUA) and submits to the Hauler for signatures;
3. Once a signed RUA has been received by the County, Public Works will sign, return a copy to the Hauler and file the RUA with Roadata Services;
4. Roadata Services (RDS) will maintain the RUA on file;
5. Prior to the haul, the Hauler is to contact RDS at 1-888-830-7623 to obtain their Permit.

During Non-Road Ban Season: Permit Required:

Outside of the Seasonal Road Ban period (April to June), Haulers are permitted the following legal axle weights on permanently banned roads:

- Agricultural producers transporting oil seeds and grain – 100%
- Non-divisible loads (e.g. concrete pumper) – 100%
- Agriculture related and General Haulers
  - 75% on 50% posted roadways (one increment above)
  - 90% on 75% posted roadways (one increment above)

Specialized Permits for overweight and over-dimension vehicles are available from the Government of Alberta through the Transportation Routing And Vehicle Information System (TRAVIS) which uses private service providers (Agents) such as Roadata Services to provide the permitting service. Subject to existing road conditions, the County will recognize valid TAC permits and allow the Hauler to transport at the specified allowable weights included within the Permit.

SECURITY:

As per the RUA and depending on the intensity, location, timing and duration of the haul, a Hauler may be required to guarantee the road repair and restoration to as good as or better than, the road condition prior to the haul. The form of security shall include one of the following:

- A Labour and Materials Bond in the amount of 100% of the established Work effort for all labour, equipment and materials used or reasonably required for the Work. The established Work effort and its associated cost will be determined by the Director of Public Works; or
• An Irrevocable Letter of Credit, Certified Cheque, Bank Draft or Money Order in the amount equal to the established Work effort and its associated cost. The established Work effort and its associated cost will be determined by the Director of Public Works. The Irrevocable Letter of Credit, Certified Cheque, Bank Draft or Money Order will be released 120 days following the issuance of a Final Acceptance Certificate (FAC).

All other services are required to meet the posted bans or post a bond in the form of Irrevocable Letter of Credit for a site specific location to obtain 100% legal weight.

Bonding Procedure: Any inquiries about bonding will be directed to Director, Public Works

= Minimum bond of $160,000/mile on oiled surfaces;
= Minimum bond of $100,000/mile on other surfaces;
= Minimum bond of $400,000/mile on hot mix surfaces.

Road Use Agreement shall be executed initially by the User and shall then be reviewed and executed by Administration.

14. Council shall authorize the Director, Public Works to enter into Road Maintenance Agreement with the User for a specific roadway. If the User has a permanent base of operations requiring 100% legal weight annually. The Road Maintenance Agreement shall include an annual fee based on the increased wear and tear on the highway as a direct result of the Users operations. The fee shall be based on the number of trips per day and road infrastructure. This agreement does not relieve the User from responsibility to fix and repair all road damage at the Users sole expense as per the Road Use Agreement.

15. Council shall authorize the County to charge a Fixed Municipal Fee, as per “Fees & Charges Bylaw”. The Municipality is authorized to charge permit applicants in accordance with the Municipal Government Act for overweight permit approvals where the Municipality has enacted a bylaw restricting overweight loads and includes the costs of services attributable to approvals for over dimension permits where required to do so pursuant to the applicable permit through the County’s approved agent.
Amending Policy 61.1.1 Approach Installation - Report

Meeting Date (Report Reference Only): 2019/04/23

Meeting (Report Reference Only): Council Public Works

Background

At the March 25, 2019 Director’s meeting, proposed amendments to Policy 61.1.1 Approach Installation were presented for approval. The amendments are necessary to address:

- Reference to 66 series policies (typo, should read 61 series);
- Removed reference to specific Policy numbers as they can change; keep titles of Policies only;
- Includes new additions to text, language, terms, definitions and process, primarily due to amendments to the Road Use Agreement Policy.

Directors approved the amendments and recommended that the report be presented for Council consideration at the next Public Works Council meeting.

Recommendations

Administration recommends that Council approve the amendments to Policy 61.1.1 Approach Installation.

Recommended Resolution

that Council approve the amendments to Policy 61.1.1 Approach Installation as presented.
1. POLICY STATEMENT

1.1 This Policy shall apply to proposed and existing approaches related to subdivision or non-subdivision situations including accesses to private lands and resource installation or extraction activities such as pipeline installations but, does not include wellsite approaches.

1.2 In all districts except Agricultural, each lot shall only have one approach unless valid reasons exist that would necessitate a second approach. In such cases, a written request including supporting information must be provided to the County and in accordance with this Policy and other applicable 66 series policies for Subdivision Land and Development.

1.3 Agricultural districted lands may in certain circumstances have more than one approach subject to this Policy and other applicable 61 series policies for Subdivision Land and Development.

1.4 The County of Wetaskiwin No. 10 will allow Resource Extraction Companies, private landowners and others to install or upgrade approaches from privately owned land to a constructed grade within a municipal road allowance in a manner which does not interfere with safety of motoring public or regular maintenance of the road right of way and grade.

1.5 Pursuant to the Highways Development and Protection Act, depositing any material on a highway without authorization is an offence.

All private approach installation or upgrades must be constructed to predetermined standards and be approved by a designated County Official. Failure to comply with this condition will result in penalties or fines as described in of the Highways Development and Protection Act. Costs for all approaches not meeting the County’s criteria for approach installation shall be the sole responsibility of the parties constructing the approach.

2. DEFINITIONS:

2.1 Agricultural Parcel means a parcel of land where the primary and dominant use is agriculture.

2.2 Director of Planning and Economic Development means the Director or a designate.
2.3 **Director of Public Works** means the Director or a designate.

2.4 **Inspector** means the Director of either Planning and Economic Development or Public Works or a designate.

2.5 **Yardsite Approach** means an approach accessing land at the applicants’ normal domicile.

2.6 **Municipal Road Allowance** means all that area of the proposed approach over which the County has administrative authority.

3. **GENERAL PROVISIONS:**

3.1 If approaches are installed without approval or not to standard they shall be removed at the personal expense of the developer, in accordance with the *Highways Development and Protection Act*, or the party responsible for the installation. Charges may be filed under the *Highways Development and Protection Act*.

3.2 The Director of Planning and Economic Development has authority to allow for discretionary variances regarding specifics relative to culvert size on NEW approaches.

3.3 The Director of Planning and Economic Development has the authority to allow for discretionary variances and relaxation of standards for existing approaches.

4. **MINIMUM STANDARDS:**

4.1 Minimum standards of approach construction are as outlined in Schedule “B”. The Director of Planning and Economic Development may request higher standards dependant on circumstances such as drainage, sightlines or grade.

5. **FORMS:**

5.1 All Pre-Construction Site Inspection and Final Inspection forms will be posted on the County website.

6. **APPROACHES REQUIRED BY SUBDIVISION APPROVAL:**

6.1 **Pre-Construction Site Inspection:**

6.1.1 The applicant is required to submit prescribed application form and fees to the Planning and Economic Development Department.
6.1.2 Fees must be paid by the applicant prior to inspection in accordance with the Fees & Charges By-law.

6.1.3 The Planning and Economic Development Department will review all requests.

6.1.4 The Planning and Economic Development Department will conduct a site visit to inspect the proposed location and determine the suitability of the location with respect to sight lines, traffic flow, safety of motoring public, drainage, or any other criteria the Director of Planning and Economic Development feels is appropriate.

6.1.5 If the Planning and Economic Development Department deems the proposed location to be acceptable, conditional approval will be granted. Final approval is subject to all construction standards being met.

6.1.6 If the Planning and Economic Development Department deems the proposed location to be unacceptable, the applicant will be contacted in order that an acceptable location may be negotiated and the Planning and Development Department shall be provided with any relevant information regarding the altered location and other conditions relative to the approval.

6.1.7 The applicant shall be notified by the Planning and Economic Development Department.

6.2 **Completed Approach (Final Inspection):**

6.2.1 The applicant is required to submit prescribed form to the Planning and Economic Development Department.

6.2.2 Both Pre-Inspection and Final Inspection of constructed approaches will be covered by one fee per approach. All subsequent inspections will require a separate payment fee, which will be in accordance with the Fees & Charges Bylaw.

6.2.3 The Planning and Economic Development Department will conduct a site visit to ensure that all conditions of approach construction have been met to the satisfaction of the County.

6.2.4 The applicant will be notified in writing of any deficiencies by the Planning and Economic Development Department.

6.2.5 It shall be the applicants’ responsibility to rectify any deficiencies at their sole expense or the approach removed as per Section 3.1.

6.2.6 For all subsequent inspections, the prescribed fee will apply.
7. **PROVISION OF ONE APPROACH WHERE NO EXISTING APPROACH IS PRESENT ON A QUARTER SECTION:**

7.1 The applicant is required to submit prescribed application form to the Planning and Economic Development Department.

7.2 The Planning and Economic Development Department will conduct a site visit to inspect the proposed location and determine the suitability of the location with respect to traffic flow, safety of motoring public, drainage or any other criteria the Director of Planning and Economic Development feels is appropriate.

7.3 If the Planning and Economic Development Department deems the proposed location to be acceptable, conditional approval will be granted and Work Order prepared for construction by the County.

7.4 If the Planning and Economic Development Department deems the proposed location to be unacceptable the applicant will be contacted in order that an acceptable location may be negotiated.

7.5 The applicant shall be notified of anticipated construction date in writing by the Planning and Development Department.

8. **LANDOWNER REQUESTING TO INSTALL SECOND APPROACH OR UPGRADE STANDARD APPROACH:**

8.1 **Pre-Construction Site Inspection:**

8.1.1 The applicant is required to submit prescribed application form to the Planning and Economic Development Department.

8.1.2 The Planning and Economic Development Department will conduct a site visit to inspect the proposed location and determine the suitability of the location with respect to traffic flow, safety of motoring public, drainage, or any other criteria that is deemed appropriate.

8.1.3 If the Planning and Economic Development Department deems the proposed location to be acceptable, conditional approval will be granted for the landowner to install the approach as per County of Wetaskiwin standards at the landowner’s sole expense.

8.1.4 If the proposed location is deemed to be unacceptable, the applicant will be contacted to determine an acceptable location. This may be negotiated and the Director of Planning and Economic Development shall be provided with any relevant information regarding the altered location and other conditions relative to the approval.
8.1.5 The applicant shall be notified in writing by the Planning and Economic Development Department.

8.2 **Completed Approach (Final Inspection):**

8.2.1 The applicant is required to submit prescribed form to the Planning and Economic Development Department.

8.2.2 The Planning and Economic Development Department will conduct a site visit to ensure that all conditions of approach construction have been met to the satisfaction of the County.

8.2.3 The applicant will be notified of any deficiencies in writing by the Planning and Development Department.

9. **RESOURCE INSTALLATION OR EXTRACTION APPROACHES (including Pipelines or other similar installations but excluding Wellsite Approaches):**

9.1 If the approach is for installation or resource extraction purposes or built along an undeveloped right of way, the approach application is to be inspected and approved through the Planning and Economic Development Department once the applicable Road Use Agreement fee is paid.

9.2 The approach and access road must be gravelled to allow satisfactory distance for mud to drop off equipment (minimum 45.0 metres) prior to entering County roads or highways.

9.3 Gravel will be required in a sufficient amount to re-gravel all areas where mud is allowed to drop off equipment, covering existing gravel on County roads and highways.

10. **EXISTING WELLSITE APPROACHES (Landowner Request to Leave):**

10.1 If the approach is built along an undeveloped right of way, the approach application is to be inspected and approved by the Planning and Economic Development Department once the applicable application is submitted and fee is paid:

11. **NEW AND EXISTING WELLSITE APPROACHES:**

11.1 All Wellsite Approaches including, application, inspection and approval will be managed by the Director of Public Works or designate. Survey plans with sight lines will be required. In this regard, the County’s Public Works Department shall be contacted for approvals.
12. TEMPORARY APPROACHES:

12.1 Industry requiring temporary approach access must provide the County with a survey and sight lines and enter into a Road Use Agreement. After signing the Road Use Agreement the User shall contact the County’s permitting agency to obtain inspections for the temporary approaches. These approaches do not have to meet the County’s approach standards (no culvert or gravel required). Fees charged as specified in the “Fees & Charges By-Law” and are based per approach per inspection completed.

12.2 If the temporary approach is not removed within the 14 days after construction the County shall undertake the work with all charges being the responsibility of the User at the rates indicated in the Custom Work Fee Schedule Policy #32.0.2.
SCHEDULE “A” County of Wetaskiwin No. 10
Landowner Application of Accesses, Approaches Built to County Standards

Applicant: ___________________________________ Location: ___________________________________
Applicant Phone No.: __________________ Mailing Address: ___________________________________
Contractor Information (if applicable): __________________________________________________________
Owner has marked approach as follows: __________________________________________________________
(Please show approximate location on attached map)

Type of Approach: Private / Subdivision  Landfile: ________  RW #: __________

Pre-Construction Site Inspection: Referred to Inspector: ___________  Receipt # ____________ (if applicable)
No. of Approaches required for inspection: New: ________  Existing: ________
Date of Inspection: ___________ Access Road and Approaches Built to your satisfaction: Yes / No
Follow up Inspection required: Yes / No
Culvert ___________  Sightlines: ___________
Comments: __________________________________________________________________________________

Applicant Notified: Yes No
Date Notified: ___________  Inspector

Site Inspection: Referred to Inspector: ___________  Receipt # ____________ (if applicable)
No. of Approaches required for inspection: New: ________  Existing: ________
Date of Inspection: ___________ Access Road and Approaches Built to your satisfaction: Yes / No
Follow up Inspection required: Yes / No
Culvert ___________  Sightlines: ___________
Comments: __________________________________________________________________________________

Applicant Notified: Yes No
Date Notified: ___________  Inspector

Post/Final Inspection Referred to Inspector: ___________  Receipt # ____________ (if applicable)
No. of Approaches required for inspection: New: ________  Existing: ________
Date of Inspection: ___________ Access Road and Approaches Built to your satisfaction: Yes / No
Follow up Inspection required: Yes / No
Culvert ___________  Sightlines: ___________
Comments: __________________________________________________________________________________

Applicant Notified: Yes No
Date Notified: ___________  Inspector

Longitude: ___________  Latitude: ___________

ADMINISTRATIVELY REVIEWED: November 2018
Schedule “A”
Map of Roadway, Position & Location of Approach

Township Road #

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<tr>
<th>NW</th>
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Township Road #

Additional Comments:

____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________

ADMINISTRATIVELY REVIEWED: November 2018
APPROACH INSTALLATION POLICY #61.1.1


COUNCIL APPROVAL DATE: May 21, 1996, Ref. Page 96/148 C

NUMBER: Page 9 of 9

ADMINISTRATIVELY REVIEWED: November 2018

NOTE:
- Aggregate surface must be Alberta Transportation Specification 4-20 with minimum compacted depth of 100mm.
- Upper 300mm of approach structure shall be compacted with non-organic material to 100% SPD,
- Below 300mm of approach structure shall be compacted with non-organic material to 98% SPD.

PLAN VIEW
PRIVATE APPROACH
RURAL STANDARD

SECTION VIEW
PRIVATE APPROACH
RURAL STANDARD

PROFILE VIEW
PRIVATE APPROACH
RURAL STANDARD

NOTE:
ALBERTA TRANSPORTATION DRAWING S-1418-17 (INSTALLATION OF CSP & SP&CSP STRUCTURES) SHALL BE REFERENCED FOR FURTHER DETAILS.

NOTE:
NO APPROACH SHALL BE CONSTRUCTED WITHIN 80m OF AN INTERSECTION UNLESS APPROVED BY THE COUNTY OF WETASKIWIN (SITE CONDITIONS MAY ALTER THE MINIMUM).

NOTE:
FOR VARIANCES TO THIS STANDARD, THE COUNTY OF WETASKIWIN MUST BE CONSULTED (1-780-352-3321).

TITLE:
PRIVATE APPROACH - RURAL STD.
SCHEDULE "B"
County of Wetaskiwin No.10

STANDARD DETAILS
SCALE: NTS DRAWN: DY
DATE: 2017/12/21
STD. DWG. NO.: 9-501B
1. POLICY STATEMENT

1.1. This Policy shall apply when an Applicant requests a new approach, upgrades to an existing approach, or installation of a temporary approach when accessing a municipal roadway within the County of Wetaskiwin. Proposed and existing approaches related to subdivision or non-subdivision situations including accesses to private lands and resource installation or extraction activities such as pipeline installations but, does not include wellsites approaches.

1.2. In all districts except Agricultural, each lot shall only have one approach unless valid reasons exist that would necessitate a second approach. In such cases, a written request including supporting information must be provided to the County and in accordance with this Policy and other applicable 66-series policies for Subdivision Land and Development.

1.3. Agricultural districted lands may in certain circumstances have more than one approach subject to this Policy and other applicable 61-series policies for Subdivision Land and Development.

1.4. The County of Wetaskiwin No. 10 will allow Resource Extraction Companies, private landowners and others an Applicant to install or upgrade approaches from privately owned land to a specified standard constructed grade within a municipal road allowance in a manner which does not interfere with the safety of the motoring public or regular maintenance of the road right-of-way and grade.

1.5. Pursuant to the Highways Development and Protection Act, depositing any material on a highway without authorization is an offence.

1.6. All private approach installations or upgrades must be constructed to predetermined standards and approved by a designated County Official. Failure to comply with this condition will result in penalties or fines contained within the Highways Development and Protection Act and the Road Protection Bylaw. Costs to rectify work not meeting the County’s criteria for approach installation shall be the sole responsibility of the Applicant.

1.5.——

All private approach installation or upgrades must be constructed to predetermined standards and be approved by a designated County Official. Failure to comply with this condition will
APPEND INSTALLATION POLICY #61.1.1

result in penalties or fines as described in of the Highways Development and Protection Act. Costs for all approaches not meeting the County’s criteria for approach installation shall be the sole responsibility of the parties constructing the approach.

2. DEFINITIONS:

2.1 Agricultural Parcel means a parcel of land where the primary and dominant use is agriculture.

2.1.2.2 Applicant means a corporation, property developer, person or persons, a landowner or an agent of a landowner.

2.3 Director of Planning and Economic Development means the Director or a designate.

2.3.2.4 Director of Public Works means the Director or a designate.

2.4.2.5 Inspector means the Director of either Planning and Economic Development or Public Works, or a designate.

2.5.2.6 Yardsite Approach means an approach accessing land at the applicants’ normal domicile.

2.6.2.7 Municipal Road Allowance means all that area of the proposed approach over which the County has administrative authority.

3. GENERAL PROVISIONS:

3.1 If approaches are installed without permit and approval, or not to below County standards, they shall be removed at the personal expense of the Applicant developer, in accordance with the Highways Development and Protection Act, or the party responsible for the installation. Negligent or unsafe installations may be considered an offence under the Charges may be filed under the Highways Development and Protection Act and the Road Protection Bylaw.

3.2 The Director of Planning and Economic Development has authority to allow for discretionary variances regarding specifics relative to culvert size on NEW-new approaches.

3.3 The Director of Planning and Economic Development has the authority to allow for discretionary variances and relaxation of standards for existing approaches.

4. MINIMUM STANDARDS:
4.1 Minimum standards of approach construction are as outlined in Schedule “B”. The Director of Planning and Economic Development may request higher standards on circumstances such as drainage, sightlines or grade.

5. FORMS:

5.1 All Pre-Construction Site Inspection and Final Inspection forms will be posted on the County website.

6. APPROACHES REQUIRED BY SUBDIVISION APPROVAL:

6.1 Pre-Construction Site Inspection:

6.1.1 The applicant is required to submit a prescribed application form and fees to the Planning and Economic Development Department.

6.1.2 Fees must be paid by the applicant prior to inspection in accordance with the Fees & Charges By-law.

6.1.3 The Planning and Economic Development Department will review all requests.

6.1.4 The Planning and Economic Development Department will conduct a site visit to inspect the proposed location and determine the suitability of the location with respect to sight lines, traffic flow, safety of motoring public, drainage, or any other criteria the Director of Planning and Economic Development feels is appropriate.

6.1.5 If the Planning and Economic Development Department deems the proposed location to be acceptable, conditional approval will be granted. Final approval is subject to all construction standards being met.

6.1.6 If the Planning and Economic Development Department deems the proposed location to be unacceptable, the applicant will be contacted in order to negotiate and the Planning and Development Department shall be provided with any relevant information regarding the altered location and other conditions relative to the approval.

6.1.7 The applicant shall be notified by the Planning and Economic Development Department.

6.2 Completed Approach (Final Inspection):

6.2.1 The applicant is required to submit a prescribed form to the Planning and Economic Development Department.
6.2.2 Both Pre-Inspection and Final Inspection of constructed approaches will be covered by one fee per approach. All subsequent inspections will require a separate payment fee, which will be in accordance with the Fees & Charges Bylaw.

6.2.3 The Planning and Economic Development Department will conduct a site visit to ensure that all conditions of approach construction have been met to the satisfaction of the County.

6.2.4 The applicant will be notified in writing of any deficiencies by the Planning and Economic Development Department.

6.2.5 It shall be the applicants’ responsibility to rectify any deficiencies at their sole expense or the approach removed as per Section 3.1.

6.2.6 For all subsequent inspections, the prescribed fee will apply.

7. **PROVISION OF ONE APPROACH WHERE NO EXISTING APPROACH IS PRESENT ON A QUARTER SECTION:**

7.1 The applicant is required to submit a prescribed application form to the Planning and Economic Development Department.

7.2 The Planning and Economic Development Department will conduct a site visit to inspect the proposed location and determine the suitability of the location with respect to traffic flow, safety of motoring public, drainage or any other criteria the Director of Planning and Economic Development feels is appropriate.

7.3 If the Planning and Economic Development Department deems the proposed location to be acceptable, conditional approval will be granted and a Work Order prepared for construction by the County.

7.4 If the Planning and Economic Development Department deems the proposed location to be unacceptable, the applicant will be contacted in order that an acceptable location may be negotiated to determine an alternate location.

7.5 The applicant shall be notified in writing of an anticipated construction date in writing by the Planning and Development Department.
8. **LANDOWNER REQUESTING TO INSTALL SECOND APPROACH OR UPGRADE STANDARD EXISTING APPROACH:**

8.1 **Pre-Construction Site Inspection:**

8.1.1 The applicant is required to submit a prescribed application form to the Planning and Economic Development Department.

8.1.2 The Planning and Economic Development Department will conduct a site visit to inspect the proposed location or upgrade and determine the suitability of the location and upgrade with respect to traffic flow, safety of motoring public, drainage, or any other criteria that is deemed appropriate.

8.1.3 If the Planning and Economic Development Department deems the proposed location or upgrade to be acceptable, conditional approval will be granted for the landowner to install the approach as per County of Wetaskiwin standards at the landowner’s sole expense.

8.1.4 If the proposed location or upgrade is deemed to be unacceptable, the applicant will be contacted to determine an acceptable-alternate location or upgrade option. This may be negotiated and the Director of Planning and Economic Development shall be provided with any relevant information regarding the altered location and other conditions relative to the approval.

8.1.5 The applicant shall be notified in writing by the Planning and Economic Development Department.

8.2 **Completed Approach (Final Inspection):**

8.2.1 The applicant is required to submit a prescribed form to the Planning and Economic Development Department.

8.2.2 The Planning and Economic Development Department will conduct a site visit to ensure that all conditions of the approach construction have been met to the satisfaction of the County.

8.2.3 The applicant will be notified of any deficiencies in writing by the Planning and Development Department.

9. **RESOURCE INSTALLATION OR EXTRACTION APPROACHES (including Pipelines or other similar installations but excluding Wellsite Approaches):**

9.1 If the approach is for resource installation or resource extraction purposes, or built along an undeveloped right of way, the approach application is to be inspected and approved through
the Planning and Economic Development Department once the applicable Road Use Agreement fee is paid.

9.2 The approach and **private** access road must be gravelled **for a minimum distance of 45 metres from the roadway** to allow a satisfactory **distance-zone** for mud to drop off, or removed from, equipment (minimum 45.0 metres) prior to entering a County roads or highways-**roadway**.

9.3 Gravel **will may** be required in a sufficient amount to re-gravel all areas where mud and all deleterious matter **is are** allowed to drop off equipment, covering existing gravel on County roads and highways. tracked onto and affecting County roadways.

10. **EXISTING WELLSITE APPROACHES (Landowner Request to Leave):**

10.1 If **the** approach is built along an undeveloped right-of-way, the approach application is to be inspected and approved by the Planning and Economic Development Department once the applicable application is submitted and fee is paid.

11. **NEW AND EXISTING WELLSITE APPROACHES:**

11.1 All **Wellsite wellsite a**Approaches including, application, inspection and approval, will be managed by the Director of Public Works or designate. **The applicant is required to submit prepared survey plans with and calculated sight lines will be required.** -In this regard application, the County’s Public Works Department shall be **the approval authority**contacted for approvals.

12. **TEMPORARY APPROACHES:**

12.1 Industry requiring temporary approach access must provide the County with a **site** survey and **calculated** sight lines **and enter**prior to entering into a Road Use Agreement. After signing the Road Use Agreement, the **User Applicant** shall contact the County’s permitting agency to obtain inspections for the temporary approaches. These approaches **however, do not have to meet the County’s approach standards (i.e. no culvert or gravel required). Fees charged are as specified in the “Fees & Charges By-Law” and are based per approach, and per inspection completed."
12.2—If the temporary approach is not removed within the 14 days following after construction, the County shall undertake the work with all charges being the responsibility of the User Applicant at the rates indicated in the Custom Work Fee Schedule Policy #32.0.2.
SCHEDULE “A” County of Wetaskiwin No. 10
Landowner Application of Accesses, Approaches Built to County Standards

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<thead>
<tr>
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<th>Location: ___________________________</th>
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<tr>
<td>Applicant Phone No.: _______________</td>
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<th>Type of Approach: Private / Subdivision</th>
<th>Landfile: _______</th>
<th>RW #: _______</th>
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</thead>
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**Pre-Construction Site Inspection:** Referred to Inspector: __________ Receipt # __________ (if applicable)

No. of Approaches required for inspection: New: __________ Existing: __________

Date of Inspection: __________ Access Road and Approaches Built to your satisfaction: Yes / No

Follow up Inspection required: Yes / No

Culvert __________ Sightlines: __________

Comments: ____________________________________________________________________________________________

______________________________________________________________________________________________

Applicant Notified: Yes No

Date Notified: __________ Inspector

**Site Inspection:** Referred to Inspector: __________ Receipt # __________ (if applicable)

No. of Approaches required for inspection: New: __________ Existing: __________

Date of Inspection: __________ Access Road and Approaches Built to your satisfaction: Yes / No

Follow up Inspection required: Yes / No

Culvert __________ Sightlines: __________

Comments: ____________________________________________________________________________________________

______________________________________________________________________________________________

Applicant Notified: Yes No

Date Notified: __________ Inspector

**Post/Final Inspection** Referred to Inspector: __________ Receipt # __________ (if applicable)

No. of Approaches required for inspection: New: __________ Existing: __________

Date of Inspection: __________ Access Road and Approaches Built to your satisfaction: Yes / No

Follow up Inspection required: Yes / No

Culvert __________ Sightlines: __________

Comments: ____________________________________________________________________________________________

______________________________________________________________________________________________

Applicant Notified: Yes No

Date Notified: __________ Inspector

Longitude: _______ Latitude: _______
Schedule “A”
Map of Roadway, Position & Location of Approach

Township Road #

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<tr>
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<td>SW</td>
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</table>

Township Road #

Additional Comments:

______________________________________________________________________
______________________________________________________________________
______________________________________________________________________

ADMINISTRATIVELY REVIEWED: November 2018
APPROACH INSTALLATION POLICY #61.1.1

NOTE:
- AGGREGATE SURFACE MUST BE ALBERTA TRANSPORTATION SPECIFICATION 4-20 WITH MINIMUM COMPACTED DEPTH OF 100mm.
- UPPER 300mm OF APPROACH STRUCTURE SHALL BE COMPACTED WITH NON-ORGANIC MATERIAL TO 100% SFD.
- BELOW 300mm OF APPROACH STRUCTURE SHALL BE COMPACTED WITH NON-ORGANIC MATERIAL TO 95% SFD.

"PLAN VIEW"
PRIVATE APPROACH
RURAL STANDARD

NOTE:
APPROACH SHALL BE BUILT AT RIGHT ANGLE (90°) TO PUBLIC ROADWAY.

"SECTION VIEW"
PRIVATE APPROACH
RURAL STANDARD

NOTE:
ALBERTA TRANSPORTATION DRAWING S-1418-17 (INSTALLATION OF CSP & SPOSP STRUCTURES) SHALL BE REFERENCED FOR FURTHER DETAILS.

"PROFILE VIEW"
PRIVATE APPROACH
RURAL STANDARD

NOTE:
NO APPROACH SHALL BE CONSTRUCTED WITHIN 60m OF AN INTERSECTION UNLESS APPROVED BY THE COUNTY OF WETASKIWIN (SITE CONDITIONS MAY ALTER THE MINIMUM).

TITLE:
PRIVATE APPROACH - RURAL STD.
SCHEDULE "B"

County of Wetaskiwin No. 10
APPRAOCH INSTALLATION POLICY #61.1.1

1. POLICY STATEMENT

1.1. This Policy shall apply when an Applicant requests a new approach, upgrades to an existing approach, or installation of a temporary approach when accessing a municipal roadway within the County of Wetaskiwin.

1.1. Proposed and existing approaches related to subdivision or non-subdivision situations including accesses to private lands and resource installation or extraction activities such as pipeline installations but, does not include wellsite approaches.

1.2. In all districts except Agricultural, each lot shall only have one approach unless valid reasons exist that would necessitate a second approach. In such cases, a written request including supporting information must be provided to the County and in accordance with this Policy and other applicable 66 series policies for Subdivision Land and Development.

1.3. Agricultural districted lands may in certain circumstances have more than one approach subject to this Policy and other applicable 61 series policies for Subdivision Land and Development.

1.4. The County of Wetaskiwin No. 10 will allow Resource Extraction Companies, private landowners and other Applicants to install or upgrade approaches from privately owned land to a specified standard constructed grade within a municipal road allowance in a manner which does not interfere with the safety of the motoring public or regular maintenance of the road right-of-way and grade.

1.5. Pursuant to the Highways Development and Protection Act, depositing any material on a highway without authorization is an offence.

1.6. All private approach installations or upgrades must be constructed to predetermined standards and approved by a designated County Official. Failure to comply with this condition will result in penalties or fines contained within the Highways Development and Protection Act and the Road Protection Bylaw. Costs to rectify work not meeting the County’s criteria for approach installation shall be the sole responsibility of the Applicant.

1.5.

All private approach installation or upgrades must be constructed to predetermined standards and be approved by a designated County Official. Failure to comply with this condition will
APPROACH INSTALLATION POLICY #61.1.1

result in penalties or fines as described in of the *Highways Development and Protection Act*. Costs for all approaches not meeting the County’s criteria for approach installation shall be the sole responsibility of the parties constructing the approach.

2. DEFINITIONS:

2.1. **Agricultural Parcel** means a parcel of land where the primary and dominant use is agriculture.

2.2. **Applicant** means a corporation, property developer, person or persons, a landowner or an agent of a landowner.

2.3. **Director of Planning and Economic Development** means the Director or a designate.

2.4. **Director of Public Works** means the Director or a designate.

2.5. **Inspector** means the Director of either Planning and Economic Development or Public Works, or a designate.

2.6. **Yardsite Approach** means an approach accessing land at the applicant’s normal domicile.

2.7. **Municipal Road Allowance** means all that area of the proposed approach over which the County has administrative authority.

3. GENERAL PROVISIONS:

3.1 If approaches are installed without permit and approval, or not to below County standards, they shall be removed at the personal expense of the Applicant, in accordance with the *Highways Development and Protection Act*, or the party responsible for the installation. Negligent or unsafe installations may be considered an offence under the *Charges may be filed under the Highways Development and Protection Act and the Road Protection Bylaw*.

3.2 The Director of Planning and Economic Development has authority to allow for discretionary variances regarding specifics relative to culvert size on NEW approaches.

3.3 The Director of Planning and Economic Development has the authority to allow for discretionary variances and relaxation of standards for existing approaches.

4. MINIMUM STANDARDS:

<table>
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<th>REVISION DATE:</th>
<th>COUNCIL APPROVAL DATE:</th>
<th>NUMBER:</th>
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</table>

ADMINISTRATIVELY REVIEWED: November 2018
APPROACH INSTALLATION POLICY #61.1.1

4.1 Minimum standards of approach construction are as outlined in Schedule "B". The Director of Planning and Economic Development may request higher standards dependent on circumstances such as drainage, sightlines or grade.

5. FORMS:

5.1 All Pre-Construction Site Inspection and Final Inspection forms will be posted on the County website.

6. APPROACHES REQUIRED BY SUBDIVISION APPROVAL:

6.1 Pre-Construction Site Inspection:

6.1.1 The applicant is required to submit a prescribed application form and fees to the Planning and Economic Development Department.

6.1.2 Fees must be paid by the applicant prior to inspection in accordance with the Fees & Charges By-law.

6.1.3 The Planning and Economic Development Department will review all requests.

6.1.4 The Planning and Economic Development Department will conduct a site visit to inspect the proposed location and determine the suitability of the location with respect to sight lines, traffic flow, safety of motoring public, drainage, or any other criteria the Director of Planning and Economic Development feels is appropriate.

6.1.5 If the Planning and Economic Development Department deems the proposed location to be acceptable, conditional approval will be granted. Final approval is subject to all construction standards being met.

6.1.6 If the Planning and Economic Development Department deems the proposed location to be unacceptable, the applicant will be contacted in order that an acceptable location may be negotiated and the Planning and Development Department shall be provided with any relevant information regarding the altered location and other conditions relative to the approval.

6.1.7 The applicant shall be notified by the Planning and Economic Development Department.

6.2 Completed Approach (Final Inspection):

6.2.1 The applicant is required to submit a prescribed form to the Planning and Economic Development Department.
6.2.2 Both Pre-Inspection and Final Inspection of constructed approaches will be covered by one fee per approach. All subsequent inspections will require a separate payment fee, which will be in accordance with the Fees & Charges Bylaw.

6.2.3 The Planning and Economic Development Department will conduct a site visit to ensure that all conditions of approach construction have been met to the satisfaction of the County.

6.2.4 The applicant will be notified in writing of any deficiencies by the Planning and Economic Development Department.

6.2.5 It shall be the applicants’ responsibility to rectify any deficiencies at their sole expense or the approach removed as per Section 3.1.

6.2.6 For all subsequent inspections, the prescribed fee will apply.

7. PROVISION OF ONE APPROACH WHERE NO EXISTING APPROACH IS PRESENT ON A QUARTER SECTION:

7.1 The applicant is required to submit a prescribed application form to the Planning and Economic Development Department.

7.2 The Planning and Economic Development Department will conduct a site visit to inspect the proposed location and determine the suitability of the location with respect to traffic flow, safety of motoring public, drainage or any other criteria the Director of Planning and Economic Development feels is appropriate.

7.3 If the Planning and Economic Development Department deems the proposed location to be acceptable, conditional approval will be granted and a Work Order prepared for construction by the County.

7.4 If the Planning and Economic Development Department deems the proposed location to be unacceptable, the applicant will be contacted in order that an acceptable location may be negotiated, to determine an alternate location.

7.5 The applicant shall be notified in writing of an anticipated construction date in writing by the Planning and Development Department.
APPROACH INSTALLATION POLICY #61.1.1

8. LANDOWNER REQUESTING TO INSTALL SECOND APPROACH OR UPGRADE STANDARD EXISTING APPROACH:

8.1 Pre-Construction Site Inspection:

8.1.1 The applicant is required to submit a prescribed application form to the Planning and Economic Development Department.

8.1.2 The Planning and Economic Development Department will conduct a site visit to inspect the proposed location or upgrade and determine the suitability of the location and upgrade with respect to traffic flow, safety of motoring public, drainage, or any other criteria that is deemed appropriate.

8.1.3 If the Planning and Economic Development Department deems the proposed location or upgrade to be acceptable, conditional approval will be granted for the landowner to install the approach as per County of Wetaskiwin standards at the landowner’s sole expense.

8.1.4 If the proposed location or upgrade is deemed to be unacceptable, the applicant will be contacted to determine an acceptable alternate location or upgrade option. This may be negotiated and the Director of Planning and Economic Development shall be provided with any relevant information regarding the altered location and other conditions relative to the approval.

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8.2 Completed Approach (Final Inspection):

8.2.1 The applicant is required to submit a prescribed form to the Planning and Economic Development Department.

8.2.2 The Planning and Economic Development Department will conduct a site visit to ensure that all conditions of the approach construction have been met to the satisfaction of the County.

8.2.3 The applicant will be notified of any deficiencies in writing by the Planning and Development Department.

9. RESOURCE INSTALLATION OR EXTRACTION APPROACHES (including Pipelines or other similar installations but excluding Wellsite Approaches):

9.1 If the approach is for resource installation or resource extraction purposes, or built along an undeveloped right of way, the approach application is to be inspected and approved through
APPROACH INSTALLATION POLICY #61.1.1

The Planning and Economic Development Department once the applicable Road Use Agreement fee is paid.

9.2 The approach and private access road must be gravelled for a minimum distance of 45 metres from the roadway to allow a satisfactory distance zone for mud to drop off, or removed from equipment (minimum 45.0 metres) prior to entering a County roads or highways:roadway.

9.3 Gravel will may be required in a sufficient amount to re-gravel all areas where mud and all deleterious matter are allowed to drop off equipment, covering existing gravel on County roads and highways, tracked onto and affecting County roadways.

10. EXISTING WELLSITE APPROACHES (Landowner Request to Leave):

10.1 If the approach is built along an undeveloped right-of-way, the approach application is to be inspected and approved by the Planning and Economic Development Department once the applicable application is submitted and fee is paid.

11. NEW AND EXISTING WELLSITE APPROACHES:

11.1 All Wellsite-wellsite approaches including, application, inspection and approval, will be managed by the Director of Public Works or designate. The applicant is required to submit prepared survey plans with and calculated sight lines will be required. In this regard application, the County's Public Works Department shall be the approval authority:contacted for approvals.

12. TEMPORARY APPROACHES:

12.1 Industry requiring temporary approach access must provide the County with a site survey and calculated sight lines and enter prior to entering into a Road Use Agreement. After signing the Road Use Agreement, the User-Applicant shall contact the County’s permitting agency to obtain inspections for the temporary approaches. These approaches however, do not have to meet the County’s approach standards (i.e. no culvert or gravel required). Fees charged are as specified in the “Fees & Charges By-Law” and are based per approach and per inspection completed.
12.2 If the temporary approach is not removed within the 14 days following after construction, the County shall undertake the work with all charges being the responsibility of the User Applicant at the rates indicated in the Custom Work Fee Schedule Policy #32.0.2.

SCHEDULE “A” County of Wetaskiwin No. 10
**APPROACH INSTALLATION POLICY #61.1.1**

Landowner Application of Accesses, Approaches Built to County Standards

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<tr>
<td>Applicant Phone No.: __________________</td>
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<td>(Please show approximate location on attached map)</td>
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<tr>
<td>Date of Inspection: _________</td>
<td>Access Road and Approaches Built to your satisfaction: Yes / No</td>
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<tr>
<td>Follow up Inspection required: Yes / No</td>
<td>Culvert: _________</td>
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**REVISION DATE:**
- May 21, 1996, Ref. Page 96/148 C

**COUNCIL APPROVAL DATE:**
- Page 8 of 11

**NUMBER:**
- Page 8 of 11

**ADMINISTRATIVELY REVIEWED:** November 2018
Schedule “A”
Map of Roadway, Position & Location of Approach

Township Road #

NW          NE

SW          SE

Township Road #

Additional Comments:
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________

APPROACH INSTALLATION POLICY #61.1.1

REVISION DATE: Council Approval Date: Number:
Page 9 of 11
ADDITIONAL INFORMATION: November 2018

Page 144 of 146
APPROACH INSTALLATION POLICY #61.1.1

**TITLE:**
PRIVATE APPROACH - RURAL STD.
SCHEDULE "B"
County of Wetaskiwin No.10

**STANDARD DETAILS**
SCALE: NTSC  DRAWN: DV
DATE: 2017/12/21
STD. DWG NO. 9-501B

**REVISION DATE:**

**COUNCIL APPROVAL DATE:**
May 21, 1996, Ref. Page 96/148 C

**NUMBER:**
Page 11 of 11

**ADMINISTRATIVELY REVIEWED:** November 2018