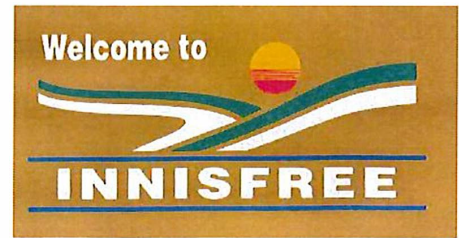


Village of Innisfree
Regular Council Meeting
Innisfree Council Chambers
May 17, 2022 @ 5:00 p.m.



AGENDA ADDITIONS

5. Business Arising

- a. Rec Park Side by Side – Update **(Pg 2–22)**

7. New Business

- f. Mannville Landfill Closure **(Pg 23–72)**
- g. Request to Purchase – Grey Sided Storage Building **(Pg 73–76)**
- h. Innisfree Delnorte School Sustainability Committee Request -
Woodworking Program **(Pg 77–78)**

10. Correspondence

- d. 2022 Grad Greetings – 106.5 Country **(Pg 79)**
- e. P. Smith – Minimum Municipal Tax **(Pg 80–81)**

Request for Decision (RFD)

Topic: Rec Park Side by Side - Update
Initiated by: Administration
Attachments: 2022 Proposed Budget items Quotation
 April 19, 2022 Council Motion # 2022-04-19/34
 2 x Honda ATV Side by Side Quotes
 Willerton Ski-Doo & Golf Cart Ltd. Quote
 Agland Gator Utility Vehicle Quote

Purpose(s):

1. Administration to update Council on Mechanical Inspection received on Side by Side pursuant to Council Motion 2022-04-19/34.
2. Council to endorse a motion to approve the purchase of a Side by Side for the Birch Lake Campground and Recreation Park.

Background:

1. At the April 19, 2022, Council endorsed the following motion *“Moved by **Clr. McMann** that Council endorse a motion to submit an Offer to Purchase, in the amount of \$4,000, to Sheila Nykolychuk for the purchase of a side by side pending a full inspection of the unit.”*
2. The Village of Innisfree received the Side by Side on Monday evening (May 6, 2022) and had scheduled a mechanical inspection with a local mechanic to conduct an inspection on the Husqvarna Side by Side pursuant to Council Motion # 2022-04-19/34.
3. Due to busy workload, the mechanical inspection was conducted on Wednesday, May 15, 2022. During the mechanical inspection, it was determined that the park brake required replacing, as it did not work.
4. Administration directed the Public Works Foreman to contact the manufacturing company, to inquire on obtaining parts for the make and model of the side by side. It was determined that due to the make, model and year of the machinery, parts are no longer available to this type of machine.
5. Administration has obtained two other quotes, from different companies, and are as follows:
 - a. 2022 Pioneer 700 Deluxe = \$16,899 MSRP
 - b. 2022 Pioneer 520 = \$13,599 MSRP
 - c. Used 2015 Polaris Ranger XP 900 EPS = \$15,699 MSRP
 - d. 2022 HPX615E Gator Utility Vehicle = \$ 15,231 MSRP

Key Issues/Concepts:

1. Pursuant to OH&S, an employee should not be operating a piece of machinery that is knowingly not in good mechanical condition.
2. Parts for the make, model and year of the specific machine are no longer available.
3. Administration was concerned about future repairs/mechanical issues and the inability to secure parts for this type of machine.

Options:

1. As directed by Council.

Financial Implications:

1. MSI Capital Grant (Project # CAP-14018 = \$15,000) to cover expense of new side by side purchase.

Relevant Policy/Legislation:

1. Procurement & Expenditures Policy

Political/Public Implication(s):

No perceived political nor public implications identified.

Recommendation:

1. As directed by Council.

2022 Previously Approved/Proposed Budget Items' QUOTATIONS

Baseball Shale – approved for funding under **MSP** for total grant of **\$7,000** (\$2,162 remaining, with additional funding available to be reallocated from Fire Department Grant proposals.)

Shale quotes – research has revealed that 40 yd³ refurbishes one baseball diamond. On that basis, the following quotes have been secured for one diamond:

- **Whyte Avenue** (Edmonton) - Delivered \$10,080 – No Delivery \$9,540
- **Coloured Shale Products** (SK) – Delivered \$6,266.40 – No Delivery (\$71.50/ yd) = \$2,860 (The shale is located half to ¾'s an hour east of Assiniboia, SK)
- **Red Rock Products** (AB) – despite numerous emails – did not receive any response to Village inquiries

Driver Feedback Signs – approved for funding under **FGTF GTF-1196** for total grant allocation of \$50,000

- Quote was based on: all to be self powered, i.e. Not dependent on electricity (Solar), have reporting capabilities (to determine/track Driver compliance) and include all apparatus to install; standard 2-year warranty on sign; 1-year on batteries.
 - **ATS** – Model: *I-Safe 1 SL* – Reporting does not require internet (USB: OPTIONS: Bluetooth or GPRS) Does not require a subscription for traffic reporting **\$4,095**
 - **Hi-Signs** – Model: *Radarsign TC-400 (Battery Powered)* Bluetooth reporting. **\$4,300**
 - **Hi-signs** – Model: *Radarsign TC-600S (Solar Powered)* (Option to increase Standard 2-year warranty by one more year) Bluetooth reporting: **\$4,999**
 - **Mega-Tech** – Model: *Evolution 11* (Solar powered; Offers an i-Cloud Special Subscription to access traffic information remotely) **\$3,198.98 includes 1yr subscription to the icloud** (plus annual fee of **\$437.50** to remotely access feedback information) Otherwise, access to the information can be made via Bluetooth, at the site.

Picnic tables: - approved for funding under the **MSP Grant** Program or total grant funding of **\$5,000** which also includes the purchase of Fire Pits:

- A single Home Hardware metal frame has been received; **\$149**

Side-by-Side for Rec Park – approved for funding under the **MSI Capital Grant, Project#CAP-14018** for **\$15,000**. (The resale of the existing side-by-side has not been recognized and offset the purchase costs.) All quotes, developed from online applications:

- Pioneer 700-2 Deluxe (2021) \$16,399 MSRP
- Gator (JD) XUV560E Crossover Utility Vehicle - \$9,949 MSRP

Garden Soil for Community Garden MSI Capital Grant, Project #CAP-13446:

- Have not reached out to find a source/price

VILLAGE OF INNISFREE – REGULAR COUNCIL MEETING MINUTES OF FEBRUARY 15, 2022

INNISFREE PRAIRIE BANK
OF COMMERCE MUSEUM
2022-04-19/24

RECESS
2022-04-19/25

RECONVENE MEETING
2022-04-19/26

MEETING TO EXCEED
THREE (3) HOURS
2022-04-19/27

COUNCILLOR REPORTS
2022-04-19/28

RECESS
2022-04-19/29

RECONVENE
2022-04-19/30

2021 TAX RECOVERY
AUCTION
2022-04-19/31

MSP PROJECT PROPOSAL –
BIRCH LAKE
CAMPGROUND &
RECREATION PARK – BALL
DIAMOND SHALE
2022-04-19/32

FEDERAL GAS TAX FUND
PROJECT # GTF-1196 –
DRIVER FEEDBACK SIGN
2022-04-19/33

MSI PROJECT # CAP-14018 –
PURCHASE OF SIDE BY
SIDE
2022-04-19/34

Moved by **Mayor Johnson** that the discussion on the Innisfree Prairie Bank of Commerce Museum be tabled to the May 17, 2022, Regular Council Meeting. Further, that Administration be directed to send a letter to the Innisfree Historical Society to discuss the idea of the relocation of the ATB Financial Agency or the Village Administration Office to the Innisfree Prairie Bank of Commerce Museum.

CARRIED

Moved by **Mayor Johnson** for a recess at 7:44 PM.

CARRIED

Moved by **Mayor Johnson** to reconvene the meeting at 7:48 PM.

CARRIED

Moved by **Clr. McMann** that the meeting extends past 8:00 PM.

CARRIED

Moved by **Clr. McMann** that the items listed under “Councillor Reports” be received as information.

CARRIED

Moved by **Mayor Johnson** for a recess at 8:21 PM.

CARRIED

Moved by **Mayor Johnson** that the meeting reconvene at 8:24 PM.

CARRIED

Moved by **Clr. Raycraft** that Council set July 26, 2022, as the 2021 Tax Recovery Auction Date. Further, that Administration be directed to bring forward a Comparative Market Analysis, for Council review, to the May 17, 2022, Regular Council Meeting.

CARRIED

Moved by **Mayor Johnson** that Council endorse a motion to purchase Ball Diamond Shale through Coloured Shale Products for a total of \$6,266.40 (GST Excluded) to be delivered to the Birch Lake Campground and Recreation Park. Further that the funds be taken from MSP Grant Funding.

CARRIED

Moved by **Clr. Raycraft** that Council endorse a motion to purchase a Driver Feedback Sign through Mega-Tech (Model: Evolution 11) for a total of \$3,198.98 (GST Excluded). Further that the funds be taken from Federal Gas Tax Funding.

CARRIED

Moved by **Clr. McMann** that Council endorse a motion to submit an Offer to Purchase, in the amount of \$4,000, to Sheila Nykolychuk for the purchase of a side by side pending a full inspection of the unit.

CARRIED



ATV
SIDE-BY-SIDE

ATV

SIDE-BY-SIDE

RANCHER

FOREMAN

RUBICON

PIONEER 520

700

1000

TALON

Find My Local Honda Dealer

Compare Models



SHARE

PIONEER 700 DELUXE

Explore endlessly



Previous model year shown

YEAR

2022

\$71[†]

Weekly

MSRP [?] starting from

\$16,899

5.99%

72-Months

+ ADD TO COMPARE



PROMO

DELUXE

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ENGINE & DRIVETRAIN

REFINED PERFORMANCE



ADVANCED TRANSMISSION



SHIFTING OPTIONS



TACKLE ANY TERRAIN



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PRELOAD ADJUSTABILITY	+
POWER STEERING	+
ADVANCED BRAKE CONSTRUCTION	+
DURABLE DESIGN	+
ALUMINUM WHEELS	+
ADDITIONAL FEATURES	
ROOMY SEATING	+
POWERFUL TOWING CAPACITY	+
SAFE AND SECURE TECHNOLOGY	+
EXCELLENT VISIBILITY	+
ATTENTION TO DETAIL	+
ACCESSORY READY	+

Colours



PEARL REAPER RED
2022 DELUXE

MSRP starting from \$16,899 ?

Gallery



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Specifications

EXPAND ALL

Engine & Drivetrain

Engine Type	Liquid-cooled longitudinally mounted single-cylinder
Displacement	675 cc
Bore & Stroke	102 mm x 82.6 mm
Compression Ratio	9.2:1
Valve Train	OHV, 4 valves
Fuel Delivery	PGM-FI electronic fuel injection
Transmission	Automotive-style with hydraulic torque converter, three forward gears and reverse. Equipped with AT/MT modes and paddle shifters.
Power Steering	Electric Power Steering (EPS)
Final Drive	2WD, 4WD and 4WD with differential lock

Chassis & Suspension

Additional Information

† Offers apply to eligible retail purchase agreements that meet the minimum amount applicable for Honda Financing of \$3000, for a limited time, while supplies last. Valid on select new (not previously registered) Honda motorcycle models obtained from participating authorized Honda dealer in Canada between 04/01/2022 - 05/31/2022. "Savings" values shown are deducted from the manufacturer's suggested retail price before taxes and can be combined with finance offers. Limited time purchase financing offer provided through Honda Canada Finance Inc., on approved credit. Representative finance example based on a 2022 Pioneer 700-2 Deluxe with an amount to be financed of \$18,688.50 (includes selling price of \$16,899.00, \$1,789.50 freight (includes Logistics Surcharge), PDI and levies, lien registration fee [up to \$48.00 in certain regions] and lien registering fee \$6.50, which are due at time of delivery), with \$0 down payment or equivalent trade-in required, financed at 5.99% APR equals \$71.34 weekly for 72 months. 312 weekly payments required. Cost of borrowing is \$3,569.58 for a total obligation of \$22,258.08. Taxes, license, insurance and registration fees [all of which may vary by region] are extra. Dealers may sell for less. Applicable fees may vary by region and dealer. Dealer order/trade may be necessary-but, may not be available in all cases. See a participating authorized Honda dealer for full details, eligible models and other offers. Offers are subject to change, extension or cancellation without notice. Models, colours, features and specifications may not be exactly as shown. Errors and omissions excepted.



Accessories

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For a style statement
that's all you



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Warranty



Honda has established a brand synonymous with reliability. To learn more about Honda's Distributor warranty or about increased peace-of-mind protection with Honda Plus, visit the [Honda Warranty](#) section

Side-by-sides

Unlimited mileage and freely transferable. Extended coverage available with Honda Plus.

12 Months of Extended Warranty MSRP	24 Months of Extended Warranty MSRP	36 Months of Extended Warranty MSRP
\$648	\$1,248	\$1,598

Follow Honda ATV and SXS



SWARM: Moose Lake



Pioneer 520: Tilt Cargo Box



The All-New Pioneer 520



Honda Talon Walk Arou



Special Offers & Newsletter

Industry, product and promotional updates for those who believe that knowledge is power and that brand loyalty deserves to be rewarded.



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RANCHER	FOREMAN	RUBICON	PIONEER 520	700	1000	TALON	
TRX420	Foreman 520 Foreman 520 ES EPS	Rubicon 520 IRS EPS Rubicon 520 DCT IRS EPS Rubicon 520 DCT Deluxe	Pioneer 520	Pioneer 700-2 Deluxe Pioneer 700-4 Deluxe	Pioneer 1000-3 EPS Pioneer 1000-5 EPS Deluxe Pioneer 1000-5 EPS Trail Edition Pioneer 1000-5 EPS Forest Edition	Talon	



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**ATV
SIDE-BY-SIDE**

ATV

SIDE-BY-SIDE

RANCHER

FOREMAN

RUBICON

PIONEER 520

700

1000

TALON

[Find My Local Honda Dealer](#)

[Compare Models](#)



SHARE

PIONEER 520

All work and all play



YEAR

2022

\$59[†]

Weekly

MSRP [?] starting from

\$13,599

5.99%

72-Months

[+ ADD TO COMPARE](#)



PROMO

2 PERSON

ENGINE & DRIVETRAIN

MORE POWER



EFFICIENT ENGINE



AMPLE GROUND CLEARANCE



TACKLE ANY TERRAIN



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ACCESSORY POWER	+
LOW NOISE	+
CHASSIS & SUSPENSION	
DURABLE CONSTRUCTION	+
IMPROVED HANDLING & COMFORT	+
DYNAMIC CONTROL	+
ROOMY SEATING	+
TOWING ABILITY	+
ADDITIONAL FEATURES	
DURABLE TILT BOX	+
EASIER MAINTENANCE	+
SMART DESIGN	+
SAFETY FIRST	+
EASY ENTRY	+
BRIGHT ILLUMINATION	+
INFORMATION AT A GLANCE	+
HELPFUL ACCESSORIES	+

Colours



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Specifications

[COLLAPSE ALL](#)

Engine & Drivetrain

Engine Type **Liquid-cooled longitudinally mounted single-cylinder**

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Final Drive **2WD/4WD; direct front and rear driveshafts with switchable 2WD/4WD**

Chassis & Suspension

Front Suspension **Independent double wishbone with hydraulic shocks; 147 mm (5.8 in.) travel**
 Rear Suspension **Independent double wishbone with adjustable hydraulic shocks; 150 mm (5.9 in.) travel**

Additional Information

Tires **Front: 24 x 8 - 12, 4 ply rating
Rear: 24 x 10 - 12, 4 ply rating**

Brakes **Front: Dual 200 mm discs
Rear: 170 mm disc**

Towing Capacity **453 kg (1,000 lb.)**

Bed Capacity **204 kg (450 lb.)**

Length **2,668 mm (105 in.)**

Width **1,270 mm (50.0 in.)**

Ground Clearance **217 mm (8.5 in.)**

Wheelbase **1,855 mm (73.0 in.)**

Curb Weight **484 kg (1,067 lb.) including required fluids and full tank of gas - ready to ride**

Fuel Capacity **15.4 liters, including 4.2-liter reserve**

Colour **Patriot Red**

Warranty **12 months, unlimited mileage, freely transferable warranty; extended coverage available with Honda Plus**

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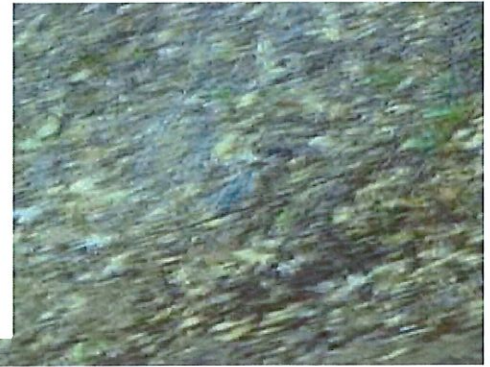


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Warranty



Honda has established a brand synonymous with reliability. To learn more about Honda's Distributor warranty or about increased peace-of-mind protection with Honda Plus, visit the [Honda Warranty](#) section

Side-by-sides

Unlimited mileage and freely transferable. Extended coverage available with Honda Plus.

12 Months of Extended Warranty MSRP	24 Months of Extended Warranty MSRP	36 Months of Extended Warranty MSRP
\$598	\$1,198	\$1,498

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Pioneer 520: Tilt Cargo Box



The All-New Pioneer 520



Honda Talon Walk Around

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ATV

RANCHER	FOREMAN	RUBICON
TRX420	Foreman 520 Foreman 520 ES EPS	Rubicon 520 IRS EPS Rubicon 520 DCT IRS EPS Rubicon 520 DCT Deluxe

SIDE-BY-SIDE

PIONEER 520	700	1000	TALON
Pioneer 520	Pioneer 700-2 Deluxe Pioneer 700-4 Deluxe	Pioneer 1000-3 EPS Pioneer 1000-5 EPS Deluxe Pioneer 1000-5 EPS Trail Edition Pioneer 1000-5 EPS Forest Edition	Talon

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Phone(s): (780) 842-4775
 Fax: (780) 842-6018

1802 14th Avenue
 Wainwright Alberta
 T9W 1L2

<https://willertonskidoo.com>

Used 2015 Polaris RANGER® XP® 900 EPS



Specifications

Model	RANGER® XP® 900 EPS Super Steel Gray	Year	2015	Stock Number	POL881039
Sale Type	Used	Manufacturer	Polaris	Vin	3NSRTE872FG881039
Quantity	1	Price	15,699 CAD	Color	Super Steel Gray
Odometer	5303 km	COOLING	Liquid	Cylinders	2
Engine Type	ProStar™ Longitudinal Twin	LENGTH (FT)	9.71	BORE (MM/IN)	93 / 3.66
Engine Stroke	4-Stroke	WIDTH (IN/MM)	60 / 1520	HEIGHT (IN/MM)	76 / 1930
STROKE (MM/IN)	64.4 / 2.54	REAR BRAKE TYPE	Hydraulic Disc	CARBURETION TYPE	Fuel Injected
FRONT BRAKE TYPE	Hydraulic Disc	TRANSMISSION TYPE	Continuously Variable (CVT)	WHEELBASE (IN/MM)	81 / 2060
DRY WEIGHT (LBS/KG)	1342 / 610	HORSEPOWER (BHP/KW)	68 / 50.7	DISPLACEMENT (CC/CI)	875 / 53.4
FUEL CAPACITY (GAL/L)	10 / 37.9	GROUND CLEARANCE (IN/MM)	12 / 305	TOWING CAPACITY (LBS/KGS)	2000 / 907.2
PAYLOAD CAPACITY (LBS/KGS)	1500 / 680.4				

Description

Used 2015 Polaris Ranger XP 900 EPS For Sale On Consignment.

For Sale As Is Where Is – Appears To Be In Good Condition.

Was Fully Serviced November 2021 (7 KM AGO 5,296 KM)

Current Mileage: 5,303 KM

Mode # R15RTE87AM

Color: Super Steel Grey

Comes With:

- o Roof
- o Winch
- o Spare Belt
- o Oil Change Kit

\$15,699 + GST & Doc Fee

Financing Is Available.

[Finance Here](#)

Hardest working Features

The ProStar® Engine Advantage

The RANGER XP® 900 ProStar® engine is purpose built, tuned and designed alongside the vehicle – resulting in an optimal balance of smooth, reliable power. The ProStar® XP 900 engine was developed with the ultimate combination of high power density, excellent fuel efficiency and ease of maintenance.

modal image

Class-leading ProStar® Pulling Power

NEW: 13% more power! Now with a high-output 68 HP ProStar® engine† that leaves the utility side-by-side competition in the dust – 36% more than the 2014 John Deere Gator™ 825i††. The RANGER XP 900 delivers more torque and pulling power to get the job done. Disclaimer: †All competitive comparisons are based on 2013/2014 models and on published manufacturer specifications available at time of printing. Gator® is a registered trademark of Deere & Company. HP numbers are based on 2013 Executive Orders issued by the California Air Resources Board (CARB) ††All horsepower specs tested and verified by a third party entity

modal image

On-Demand True All-Wheel Drive

With the Polaris true AWD advantage, all four wheels engage automatically when your vehicle needs more forward traction and reverts back to 2WD when it doesn't. When in 2WD, the VersaTrac Turf Mode switch unlocks the rear differential for easier, tighter turns that won't tear up your lawn.

Engine Management System

The engine management system (EMS) delivers optimal torque and horsepower at all speeds and altitudes, plus smooth throttle at all speeds and reverse. The EMS, paired with the ProStar® engine and clutching advantage, also allows for optimal fuel economy.

Class-leading Towing and Payload

With a monstrous class-leading 2,000 lbs. towing capacity and standard 2" receiver, the RANGER XP 900 allows you to tackle the toughest jobs with confidence. Additionally, a class-leading 1,500 lbs payload capacity is highlighted by a rear box with gas-assist dumping operation that can tote up to 1,000 lbs. of materials and a full-sized pallet.

smoothest riding features

All-Day Riding Comfort

We designed the RANGER XP 900 with an ideal seat height combined with wide foot clearance for easy entry and exit. Plus, experience a plush split bench, a full 10 inches of tilt steering adjustment and room for three full-sized adults.

modal image

The smoothest, most responsive electronic power steering available, with Variable Assist for easier steering at lower speeds. Our EPS lets you work and ride all day with less fatigue.



Smooth and Robust Suspension

A full 10" (25.4 cm) of Dual A-Arm suspension travel up front and 10" (25.4 cm) of Independent Rear Suspension travel keeps the ride smooth, even when hauling up to 1,500 lbs. (680.4 kg) of payload and towing up to a full ton!



Smooth Riding Design

Polaris engineers designed the RANGER XP 900 with a perfect balance of smooth riding, handling and turning radius from an ideal 81" (206 cm) wheelbase paired with a full foot (30.5 cm) of ground clearance.



Premium PXT Tires and Cast Aluminum Wheels

Premium PXT tires mated to cast aluminum wheels for ultimate traction and durability, on the farm, jobsite or trail to the Back Forty.



Loaded with Convenience

A driver's side fuel access for the large 10-gallon (37.9 L) tank makes fill-ups on the job or while trailering a breeze. And maintenance has never been easier. To check and fill engine oil, just raise the cargo box. Plus, there are plenty of grease zerks to flush joints of debris.

Revolutionary Integration features

Pro-Fit Advantage

Welcome to the new standard in accessory integration, quality and fit and finish with the industry-exclusive Pro-Fit cab system. The highly modular cab system offers cab options from robust canvas doors featuring a poly windshield to premium automotive glass tip-out windshields and power window molded doors. Even better, the purpose built chassis features dedicated component attachment points to allow for extremely efficient cab installation or removal.



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modal image

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modal image

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HPX615E

Work Series Utility Vehicle

- Electronic switch for instant 4WD engagement
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- + Heavy-duty suspension delivers excellent heavy hauling capabilities
- + Factory-installed occupant protective structure (OPS) or deluxe cab frame
- + Durable, versatile cargo box for hard-working performance

Specs & Compare

Key Specs

Engine power	15.7* kW 20 hp
Cargo box dimensions	1143 x 304.8 x 1320 mm 45 x 12 x 52 in.
Cargo box capacity (weight)	454 kg 1000 lb
Towing capacity	590 kg 1300 lb
Front suspension	Independent with McPherson strut
Rear suspension	Coil-over shock
Final drive	Park, high, low, neutral, reverse transaxle
Four wheel drive	Dash switch actuated four-wheel drive system with limited slip front differential plus locking rear differential

Fuel capacity

27.6 L
7.3 U.S. gal.

Engine

Type

2-cylinder, 4-cycle gas

Displacement

617 cc

Power

15.7* kW
20 hp

Cooling system

Liquid

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Request for Decision (RFD)

Topic: Mannville Landfill Closure
Initiated by: Administration
Attachments: 1. Email from County of Minburn RE: Mannville Landfill Closure
 2. Mannville Landfill Closure – Liability Information
 3. 2015 Mannville Landfill Closure Requirements

Purpose(s):

1. To review the County of Minburn’s request to move forward with the Mannville Transfer Station Reclamation Project in 2023.

Background:

1. County of Minburn, Village of Mannville and Village of Innisfree held a Joint Landfill meeting on Friday, May 6, 2022, to discuss the Mannville Transfer Station Reclamation project.
2. Items discussed during the meeting, were the County of Minburn’s and Village’s of Mannville and Innisfree financial capability, to move forward with the proposed reclamation.
3. Administration did inform both the County of Minburn, and Village of Mannville, that pursuant to the Village 2021 Audited Financial Statement, the Village of Innisfree was not financially ready to commit to such a large expense (Audited Financial Statement showed Landfill Reserves at \$ 22,950 as of December 31, 2021). It was noted that reserves from other departments could be utilized, but the Village did not recommend that route, due to future infrastructure upgrades per the Village of Innisfree’s Viability Review.
4. County of Minburn CAO advised that information from the Joint Landfill meeting would be taken the County Council for further discussion and review.
5. On May 16, 2022, the Village of Innisfree received an email from the County of Minburn’s CAO (see attached).
6. Total costs are as follows:

Total *Estimated* Reclamation Costs:	\$1,000,000
Total *Estimated* Innisfree Portion (9.8%):	\$98,000
7. The County of Minburn has stated that the project would not start until early to mid-2023, however the County of Minburn would prefer a motion from both Village’s approving the proposed project. This would allow the County of Minburn to obtain a more accurate engineering assessment over the summer, drone measure, current clay & topsoil costs/locations, in order to prepare an RFP for the fall.

Key Issues/Concepts:

1. Significant financial constraints from the Village of Innisfree.
2. County of Minburn has offered to pay the full cost upfront, and set-up a repayment agreement with both Villages over a projected 10-year period (at 0% interest). Total *Estimated* yearly contribution would be \$10,000.

Options:

1. As directed by Council.
2. That Council approve a motion to not proceed with the 2023 Reclamation project, as presented by the County of Minburn due to significant financial constraints.
3. That Council endorse a motion to approve the 2023 Mannville Transfer Station Reclamation Project, per the County of Minburn No. 27 request, with the understanding that the County of Minburn No. 27 will commit to the Re-payment Plan Agreement, projected over an estimated 10-year period.

Financial Implications:

1. A Yearly financial obligation over a projected 10-year period (\$10,000 Estimate).
2. Utilization of Landfill Reserves per the Audited Financial Statement.
3. Current and future budgets show a Landfill Infrastructure Renewal Fee collected at an annual rate of \$18,000. Thereby, the Village could foresee full payment within 5-6 years.

Relevant Policy/Legislation:

1. Intermunicipal Collaboration
2. Procurement & Expenditure Policy

Political/Public Implication(s):

1. Revenues will offset expense due to Landfill Infrastructure Renewal Fee, resulting in little to no impact on annual budgets.

Recommendation:

1. That Council endorse a motion to approve the 2023 Mannville Transfer Station Reclamation Project, per the County of Minburn No. 27 request, with the understanding that the County of Minburn No. 27 will commit to the Re-payment Plan Agreement, projected over an estimated 10-year period.

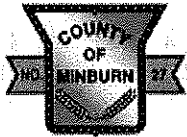
Village of Innisfree (CAO)

From: Brent Williams <bwilliams@minburncounty.ab.ca>
Sent: May 16, 2022 10:25 AM
To: Village of Innisfree (CAO)
Cc: Jody Quickstad
Subject: RE: Landfill

Yes, we don't want to test the market this year. A bit too inflated. So a 2023 start date is the earliest.

But if the villages approve, we would get an updated engineering assessment over the summer, drone measure current clay and top soil locations, and prepare the RFP in the fall.

Brent Williams
CHIEF ADMINISTRATIVE OFFICER



Ph. 780-632-2082
Fx. 780-632-6296
www.minburncounty.ab.ca

From: Village of Innisfree (CAO) <cao@innisfree.ca>
Sent: May 16, 2022 10:20 AM
To: Brent Williams <bwilliams@minburncounty.ab.ca>
Subject: RE: Landfill

Thank you very much Brent.

And to confirm, the project will not be moving forward until 2023 ?

Regards,

Brooke Magasse
Chief Administrative Officer
Village of Innisfree



Phone: 780-592-3886
Fax: 780-592-3729
Cell: 780-581-3380
Email: cao@innisfree.ca
Web: www.innisfree.ca

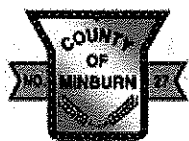
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From: Brent Williams <bwilliams@minburncounty.ab.ca>
Sent: May 16, 2022 10:18 AM
To: Village of Innisfree (CAO) <cao@innisfree.ca>; Jody Quickstad <cao@mannville.com>
Subject: RE: Landfill

We're estimating a \$1 million dollar cost. The village of Innisfree costs are 9.8%.

So, for instance, a \$1 million cost would be around \$100,000 for the village. So, over 10 years at 0% interest, it would be \$10,000 annual payment from the village.

Brent Williams
CHIEF ADMINISTRATIVE OFFICER



Ph. 780-632-2082
Fx. 780-632-6296
www.minburncounty.ab.ca

From: Village of Innisfree (CAO) <cao@innisfree.ca>
Sent: May 16, 2022 10:14 AM
To: Brent Williams <bwilliams@minburncounty.ab.ca>; Jody Quickstad <cao@mannville.com>
Subject: RE: Landfill

Good Morning Brent & Jody,

Thank you very much for your email. The Village of Innisfree will bring forward the County of Minburn's email to the Village's Regular Council meeting tomorrow night (May 17, 2022).

Could you please confirm the total costs, as well as the total cost per Village?

Respectfully,
Brooke Magasse
Chief Administrative Officer
Village of Innisfree



Phone: 780-592-3886
Fax: 780-592-3729
Cell: 780-581-3380
Email: cao@innisfree.ca
Web: www.innisfree.ca

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From: Brent Williams <bwilliams@minburncounty.ab.ca>
Sent: May 16, 2022 10:09 AM
To: Village of Innisfree (CAO) <cao@innisfree.ca>; Jody Quickstad <cao@mannville.com>
Subject: Landfill

Hi Brooke and Jody,

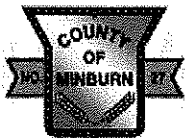
Council discussed the landfill proposal and is in favor of what was discussed at our intermunicipal committee. The County would the front end cost of landfill reclamation and work out a repayment agreement with the Villages.

This would be, at the earliest, at 2023 RFP. But if the villages agree, we would do our legwork in 2022 to prepare for it.

Let me know how your council meetings go tomorrow.

Thanks,

Brent Williams
CHIEF ADMINISTRATIVE OFFICER



Ph. 780-632-2082
Fx. 780-632-6296
www.minburncounty.ab.ca



Associated
Engineering

Professional Engineers
Alberta

Associated Engineering Alberta Ltd,
1000 Associated Engineering Plaza
10909 Jasper Avenue
Edmonton, Alberta, Canada, T5J 5B9

TEL: 780.453.7666
FAX: 780.454.7698
www.ae.ca

May 11, 2013
File: 13-104

Thelma Roger
Chief Administrative Officer
Joint Landfill Committee
C/o of Village of Mannville
6127-60th Street
Box 180
Mannville, AB T0B 2W0

Re: PROPOSAL FOR MANNVILLE LANDFILL CLOSURE - ENGINEERING SERVICES

Dear Thelma Rogers :

Associated Engineering is pleased to submit this proposal for Engineering Services for the Mannville Landfill Closure project. The Mannville Landfill Closure project is a continuation of the work recommended within the Regional Waste Management Planning Study completed by Associated Engineering.

On March 13, 2013 AE conducted a preliminary site inspection of the Mannville Landfill to identify the potential issues that would have an impact on the proposed closure and project costs. The following issues were identified during the site visit and will require further investigation:

- Confirm the extent of the existing cell.
- Confirm the thickness of the existing cover material on previously closed areas.
- Based on observations there is limited on-site borrow material and off-site borrow may be required.
- Based on observations there is limited stockpiled topsoil sources within the site and additional off-site material may be required.
- Identify site grading and drainage.
- Determine what buildings are to remain on site.

Our preliminary capital cost estimate is based on our initial site assessment and the following assumptions:

- The extents of the existing cell are as described by the landfill operator
- The thickness of the existing cover material is negligible
- The area identified as a potential on-site clay borrow source will be suitable for capping material
- Topsoil and additional clay can be sourced from nearby the site
- Disposal of existing goods will be completed prior to closure construction
- Site grading and drainage do not require any special design considerations
- All permanent buildings are to remain on site and do not affect closure of the landfill
- 30% Contingency will be sufficient to cover any unforeseeable increases in costs.



May 11, 2013
Thelma Roger
Joint Landfill Committee
- 2 -

Preliminary Capital Cost Estimate

TASK	ESTIMATE
Topsoll Stripping	\$12,000
Grade Waste Pile	\$15,000
Intermedlate Clay Cap from Off-Site Borrow	\$270,000
Clay Cap from On-Site Borrow	\$210,000
Replace Topsoll from On-Site Borrow	\$20,000
Place Topsoll from Off-Site Borrow	\$450,000
Seeding	\$41,000
Contingency (30%)	\$302,000
TOTAL	\$1,320,000

x 54.02% = \$713,064

To close the landfill, Associated Engineering has developed the following scope of work, schedule and budget:

Scope of Work

The Mannville Landfill Closure project will include the following engineering tasks:

Task 1 –

- **Preliminary Investigation** – includes waste delineation, borrow source investigation, topographic survey, existing infrastructure survey. The preliminary investigation will require AE staff and a geotechnical sub-consultant to perform geotechnical material testing. AE assumes that the MD or the landfill partners will be able to provide a backhoe for one day to complete this work.
- **Topsoll Survey** – Review background information of the site, including historical soil reports, and the Alberta Soil Information Viewer, conduct field visit to determine topsoll and subsoil depths in adjacent landscapes located within the same soil landscape units as the site. A minimum of three soil test pits will be advanced within each soil landscape unit to determine average soil depths. Note that the site may be associated with more than one soil landscape unit. If this is the case, additional soil test pits will need to be advanced in these areas. AE/Summit will organize field data and photographs, compare and verify the field findings with the information from soils report and determine average topsoll/subsoil depths associated at the landfill.

Deliverables: Summary letter report outlining the findings of the site investigation, and provide a revised project cost estimate.



Associated
Engineering

Professional Engineers
Alberta

May 11, 2013
Thelma Roger
Joint Landfill Committee
- 3 -

Task 2

- **Design and Tendering Services** – includes design of the clay cap and topsoil requirements to meet Alberta Environment Sustainable Resource Development guidelines. Produce detailed design drawings and tender documents. Provide a pretender cost estimate. Receive and review tenders and provide the county with a tender recommendation.

Task 3

- **Construction Field Services** – Provide part time construction monitoring at 12 hours per day, 3 days per week to ensure general conformity to the contract documents, survey, reporting, financial management of the contract and facilitating construction meeting.
- **Post Construction** – Provide a construction summary report and record drawings for the project.
- **Material Testing** – will be provided by a geotechnical sub-consultant and coordinated by AE.

Schedule and Budget

Associated Engineering proposed to undertake this work on a stages approach, with Task 1 being the first scheduled task. To complete Task 1 Preliminary Design, AE proposes the following task budget

- | | |
|-----------------------------|-----------|
| • Preliminary Investigation | \$13,200 |
| • Topsoil Survey | \$ 6,000 |
| • Total | \$ 19,200 |

Associated Engineering proposes to undertake this work once the ground has thawed, we anticipate that this will be conducted in May or June. The cost estimate for the topsoil survey, is based on AE being able to coordinate this work with other projects in area, if we are unable to coordinate this work then we will advise the Committee prior to proceeding as it may impact the project schedule and task budget.

Associated Engineering looks forward to providing the Joint Landfill Committee Engineering Services for the Mannville Landfill Closure project once authorized to proceed. Please contact the undersigned if you have any questions regarding this proposal.

Yours truly,


Sean Nicoll
Project Manager

CC. Gene Sobolewski, AE

Kari Janzen

From: Trudy Shukalak
Sent: Tuesday, April 07, 2015 1:57 PM
To: Sean Nicoll
Cc: Susan Babyn; Kari Janzen
Subject: Preliminary Site Investigation Costs - Mannville Landfill
Attachments: Mannville Landfill Closure.pdf

Hi Sean,

With regards to the Preliminary Site Investigation and Topsoil Survey cost estimate for the Mannville Landfill Closure (attached) and actual costs to-date please clarify the following:

- Associated Engineering estimated costs in the attached letter are \$19,200
- Costs to-date for this work is \$21,047 which is over your estimated cost by \$1,847
- Are there any more costs for this preliminary site investigation and topsoil survey work?
- Please explain why Associated Engineering went over the estimated cost.

Thanks.

Trudy

Trudy Shukalak
ADMINISTRATIVE EXECUTIVE
County of Minburn NO. 27
(780) 632-2082 Direct Line (780) 603-4466
E-mail: tshukalak@minburncounty.ab.ca

AE Associated Engineering

Landfill Closures

*GLOBAL PERSPECTIVE.
LOCAL FOCUS.*

Mannville
Sean Nicoll
April 22, 2013

WASTE HANDLING FACILITIES

- Based on recommendations found in AE report: Regional Waste Management Planning Study

Study recommended the following:

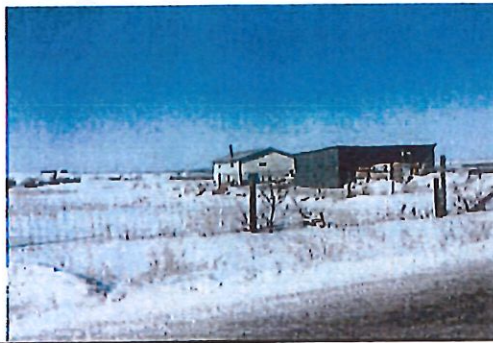
- Develop Mannville Waste Transfer Station (Completed)
- Close the Ranfurly Landfill - Ongoing
- Close the Mannville Landfill - Proposed

AE Associated Engineering



MANNVILLE LANDFILL CLOSURE

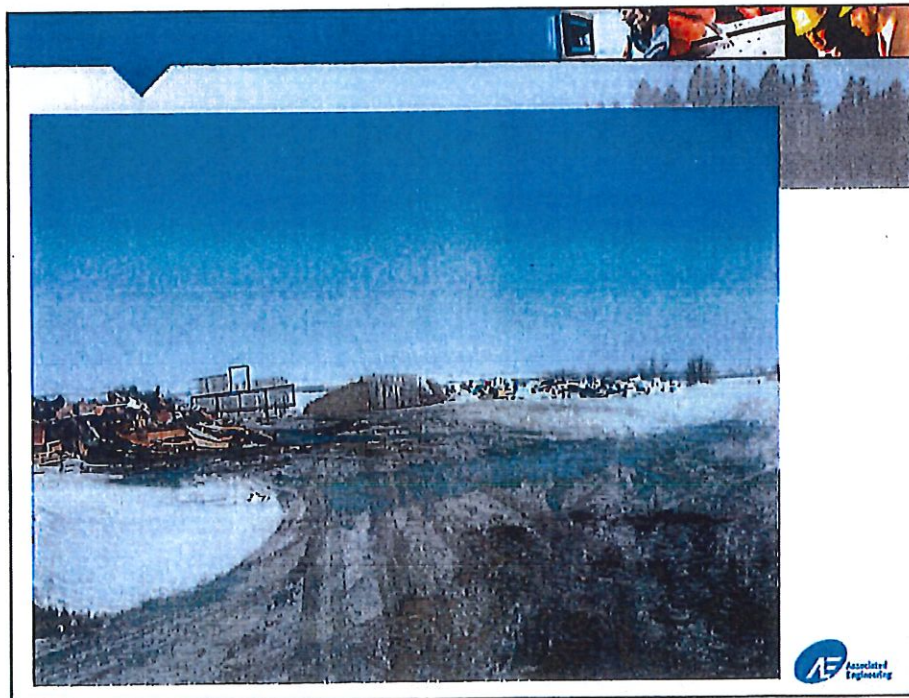
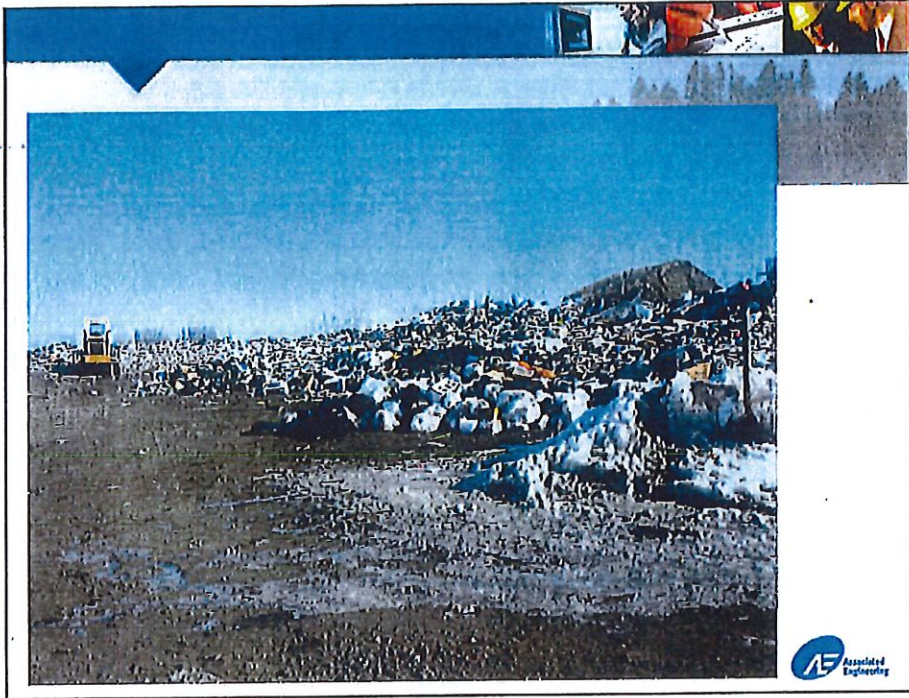
- Preliminary Investigation
- Design and Tender
- Construction



PRELIMINARY INVESTIGATION

- Determine boundaries of buried waste and amount of existing cover.
- Verify quantity of cover material on-site.
- Identify infrastructure to remain on-site.
- Complete topographic survey.







PROJECT RISKS

Identified Risks:

- Quantity and quality of available on-site clay material.
- Sufficient topsoil needs to be acquired and imported.

Risks may affect overall cost.



Preliminary Project Cost – Assumptions

- Preliminary Site observations
- Additional cap material would need to be source from off site
- Top soil would need to be sourced from off site
- Site to meet Code of Practice Min. closure requirements.
- Contingency 30%





Code of Practice Requirements

The depths of the replaced topsoil and subsoil shall be equal to the depths determined at the landfill site prior to its construction, or shall meet the following minimum requirements:

- for pasture or recreational uses, 0.20 metres of topsoil and 0.35 metres of subsoil,



CONSTRUCTION ESTIMATE

TASK	ESTIMATE
Topsoil Stripping	\$12,000
Grade Waste Pile	\$15,000
Intermediate Clay Cap from Off-Site Borrow	\$270,000
Clay Cap from On-Site Borrow	\$210,000
Replace Topsoil from On-Site Borrow	\$20,000
Place Topsoil from Off-Site Borrow	\$450,000
Seeding	\$41,000
Project Contingency (30%)	\$ 300,000
Construction Total	\$1,318,000



ENGINEERING BUDGET AND SCHEDULE

Stage	Item	Budget	
Task 1	Preliminary Investigation	\$12,200	
	Topsail Survey	\$7,000	
	Sub-Total		\$19,200
Task 2	Design and Tender	\$34,000	
	Sub-Total		\$34,000
Task 3	Construction	\$57,000	
	Material Testing	\$20,000	
	Post Construction	\$4,500	
	Sub-Total		81,500
	TOTAL	\$134,700	



PROJECT COST

ITEM	COST
Construction	\$1,318,000
Engineering	\$134,000
TOTAL	\$1,452,000



Landfill-Ownership

Landfill Ownership	Percent Ownership	Distributed Cost
County of Minburn	49.6%	\$ 720,200
Village of Mannville	35.9%	\$ 521,300
Village of Innisfree	9.8%	\$ 142,300
Village of Minburn	4.7%	\$ 68,200
		\$1,452,000



Recommendation

- Proceed with Task 1
 - Preliminary Site Investigation
 - Top Soil Assessment



Issue Number: 19-02

Date Posted: October 18, 2019

Issue Short Heading: PS 3280 Asset Retirement Obligations

Issue Category:

- Membership issue
- Government (Provincial)
- Government (Federal)
- PSAB
- Other

Issue Description

In August 2018, the Public Sector Accounting Board issued the new PS 3280 *Asset Retirement Obligations* accounting standard requiring public sector entities to recognize a liability for legally-enforceable asset retirement obligation. While this standard will have a significant impact on all levels of government, municipalities may be amongst the most effected due to their wide scope of operations. Getting a start on implementation now is critical for a successful implementation.

The standard is effective for fiscal years beginning on or after April 1, 2021. For local governments with a calendar year-end, fiscal 2022 will be the first year that the standard applies unless they choose early adoption.

How it works

On adoption, municipalities will recognize a liability for asset retirement obligation (ARO) and increase the carrying amount of the related tangible capital asset (TCA). The asset retirement cost is allocated and amortized to expense in a rational and systematic manner over the useful life of the related TCA, and the ARO liability will be increased over time due to accretion expense.

How does this affect your municipality?

We have hosted several asset retirement share sessions across the country, and similar themes and challenges seem to arise at municipalities of all sizes:

- The level of effort for implementation surprises many municipal financial officers. While it is not expected that PS3280 implementation will require the same level of effort as tangible capital asset accounting, it will be significantly more effort than PS3260 *Contaminated Sites* due to the larger number of assets to be considered.

- The scoping of assets may be the most difficult part of section implementation. From a financial statement audit perspective, the most significant risk with respect to PS3280 is the completeness of the liability recorded. Simply put, have you recorded all retirement obligations that your municipality has a legal obligation to settle? This means that a comprehensive evaluation of all possible assets and sites needs to be performed, considering both active and in-active assets. To allow time to work on the complex measurement issues, municipalities should aim to have completed the scoping of assets by the end of this calendar year – December 31, 2019.
- Municipalities should be prepared to demonstrate to their auditors the completeness of asset and site listings used to identify in-scope retirement obligations. This means that asset and site listings should start with available sources, such as the TCA register, long-term capital plan, and site listings for PS3260.
- Only legally-enforceable obligations are in scope. This means that constructive or equitable obligations are out of scope of the standard. But entities will need to be careful as PS 3200 *Liabilities* will apply in analyzing an obligation to retire a TCA that is not legally enforceable.
- The availability of information will be a major challenge to the assessment of potential retirement obligations, and obligation measurement. Many municipalities do not have ready data to inform a reliable measurement of their retirement obligations. As a case in point, the standard specifically discusses asbestos removal as an in-scope retirement obligation. This means that buildings built before the early 1990s will likely have an ARO. While municipalities may have some information on the existence of asbestos through health and safety records, or environmental engineering reports, they are not likely to have a complete estimate of what it would cost to remove asbestos. Finding sufficient data points, such as prior experience, expert reports, and quotes on other removals, will be critical for measurement of the liability.
- A wide variety of assets require consideration through the scoping exercise. In addition to buildings with asbestos, our share forums have also raised potential retirement obligations with respect to fuel storage tanks, medical equipment, certain linear assets (roads), wastewater facilities and sewage treatment plants, amongst others. There are also additional retirement obligations that may arise through contractual commitments of the municipality. Finance will not have the understanding of the assets to properly perform this assessment. Public works, engineering, and legal all need to be involved.
- The overlap in scope between PS3260, *Contaminated Sites* and PS3280 *Asset Retirement Obligations* will add complexities to the implementation efforts. One example to illustrate this overlap is a sewage treatment facility. Under PS3260, a municipality may already be recording a liability related to contamination arising from the spillage of sewage, or chemicals used in the treatment process. The municipality is not, however, currently required to record an obligation to retire

that treatment facility at the end of its useful life. If the municipality determines that it is required under environmental regulations, or contract to dismantle and remove that facility at the end of its useful life, it would have an additional retirement obligation to recognize under PS3280.

- Existing landfill liabilities will need to be assessed upon implementation of PS3280. The previous section PS3270, *Solid waste landfill closure and post-closure liability* was withdrawn with the introduction of PS3280, as landfills are now considered in scope for that section. The biggest impact of this change is the timing of liability recognition. Municipalities will no longer recognize a liability as landfill capacity is used up (as under PS3270), and instead recognize the full retirement obligation (and related asset) on day one of the landfill site's useful economic life. Over the site's life the charge to the Statement of Operations is the same under PS3280 and old PS3270. However, the timing of when that charge is incurred is slightly different. Under PS3280, expenses related to the amortization of the asset and the accretion of the liability is elevated in the early years of the landfill site's life, compared to what is recognized under old PS3270. Active landfill sites will be the most impacted – particularly those in the early half of their useful life. Municipalities will need to de-recognize existing landfill liabilities under PS3270 upon transition to the new standard and record a new obligation under the measurement standards in PS3280.

Conclusion

Effective project management will be essential to success. Learning from the adoption of the *Contaminated Sites* and *Tangible Capital Assets* standards, municipalities should appoint a project champion to lead the oversight, accountability, and project planning. Building early collaboration of finance and engineering is also essential. Municipalities should also actively engage their auditors throughout regular touch points to verify a common understanding of key assumptions and decisions.

The best plan of attack is an early start. Completing your asset scoping now is essential to implementation success. Hoping to see you at one of our upcoming share forums!

This article was prepared by Bailey Church, Partner – Accounting Advisory Services with



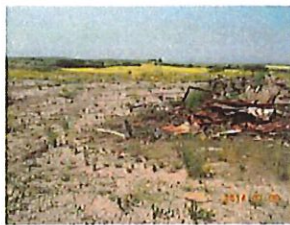
for the Emerging Issues Task Force.

Note: Direct inquiries, commentaries and questions to the GFOA Discussion Forum by clicking on this link: <https://www.gfoa.ab.ca/forum/discussion/334/ps-3280-asset-retirement-obligations> . You will be taken directly to this conversation.

REPORT

County of Minburn

Mannville Landfill Closure Requirements



March 2015

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REPORT

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Closure	
Appendix A - Topsoil Assessment	
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REPORT

1 Introduction

Associated Engineering (AE) was retained by the County of Minburn (the County) to confirm the closure requirements for the Manville Landfill, undertake a test pit program to confirm the location of the existing waste placement within the site, and determine the depth of clay cap material that covers the waste. The Landfill is located on SW-16-50-9W4, approximately 9 km southwest of the Village of Mannville.

1.1 LANDFILL CLOSURE REQUIREMENTS

The Manville Landfill was constructed under Alberta Health Approval # W0469 in December 20, 1989. In discussion with Alberta Environment and Sustainable Resources Development (AESRD), regarding the proposed closure the landfill cells, it was indicated by AESRD that the Manville Landfill should be closed according to the requirements of the Code of Practice for Landfills in Alberta.

The Code of Practice for Landfills and the previous Alberta Health Approval are similar in their closure requirements, which are summarized in [Table 1](#).

Table 1
Summary of Landfill Closure Requirements

Requirements	Alberta Health Approval (W0469)	Code of Practice for Landfills
Clay Cap	600mm	600mm
Topsoil	300mm	200mm Topsoil* 350mm subsoil*

* Based on a future use of the area as pasture land pasture/

In addition the Alberta Health Approval had the following site specific requirements:

- Waste trenches must begin at least 100m from the road
- Waste is not to be deposited within 10m of the property line.

Since a pre-disturbance soil assessment to determine soil depths was not conducted when the landfill was initially constructed, AE was asked to complete an assessment in adjacent undisturbed areas to determine suitable topsoil and subsoil depths for closure. The soil assessment recommended that the Landfill be reclaimed with a combined total of 0.3m of soil, consisting of 0.15m of topsoil and 0.15m of subsoil. It is understood that there is some soil stockpiled on-site; however, some of this soil has been mixed with other less desirable material. This material will be integrated into the final cover material and will make up a portion of the required subsoil. A Copy of the Soils Assessment Technical Memorandum is provided in [Appendix A](#).

1.2 TOPOGRAPHICAL SURVEY AND BURIED WASTE INVESTIGATION

In July 2014, a topographical survey and a test pit program were conducted. The site generally drains to the northwest. The site does contain two buildings which are to remain, beyond the buildings the site generally free of conflicts that would prevent a contractor from effectively completing the closure.

Within the site 20 test pits were advanced to an approximate depth of 2 m. The cover material, type and depths were recorded for all test pits. Where waste was encountered, the depth of the waste was recorded.

The results of the test pit program are summarized in **Table 2**

Table 2
Summary of Test Pit Results

Test Pit #	Overall Depth	Topsoil Thickness	Depth to Clay	Notes
1	1.70	0.2	0.7 to 1.70	
2	1.50	0.3	0.8 to 1.5	
3	0.60	0.3	0.50	Garbage at 0.5m bgl Garbage at 0.3m bgl.
4	1.80	0.3	0.30	Tires on surface
5	1.90	0	0.2 to 1.9	No Garbage
6	2.10	0	0.20 - 2.10	No Garbage
7	0.90	0	0.30	Garbage at 0.3 depth
8	2.00	0.3	0.6 to 2.0	
9	2.10	0.3	0.3 to 2.1	
10	2.00	0	0.60 to 2.0	
11	2.10	0	0.30 to 1.5	Garbage at 1.50
12	2.20	0.3	0.90 to 2.2	
13	2.10	0.6	1.20 to 2.1	
14	2.50	0	0.3 to 2.5	Garbage on surface
15	1.90	0.3 under 0.5 layer of silty clay	0.80 to 1.9	
16	0.40	0	0.00	Garbage
17	0.20	0	0.00	Garbage
18	0.30	0	0.00	Garbage
19	3.50	0.3	2.20	Sample Taken
20	3.30	0.4	1.70	Sample Taken

bgl - below ground level

The test pit program identified the following

- Waste has been placed within 10m of the property line along the north and east portion of the site, in addition waste has been placed with the 100m of the road. This material will be required to be excavated and placed within the approved waste area. Refer to Figure 1.
- Several areas within the site had less than the required 600mm of clay cap cover, with several areas having exposed waste.
- There was little to no topsoil placed on the existing waste disposal areas.
- A topsoil stock pile was not identified within the site
- The area between the range road and the south fence of the landfill, is free of conflicts and could be developed into a potential borrow source area

2 Closure Requirements

2.1 WASTE EXCAVATION

Waste that has been placed within the waste set back area will be required to be excavated and relocated within the active area of the site.

2.2 COMPACTED CLAY CAP

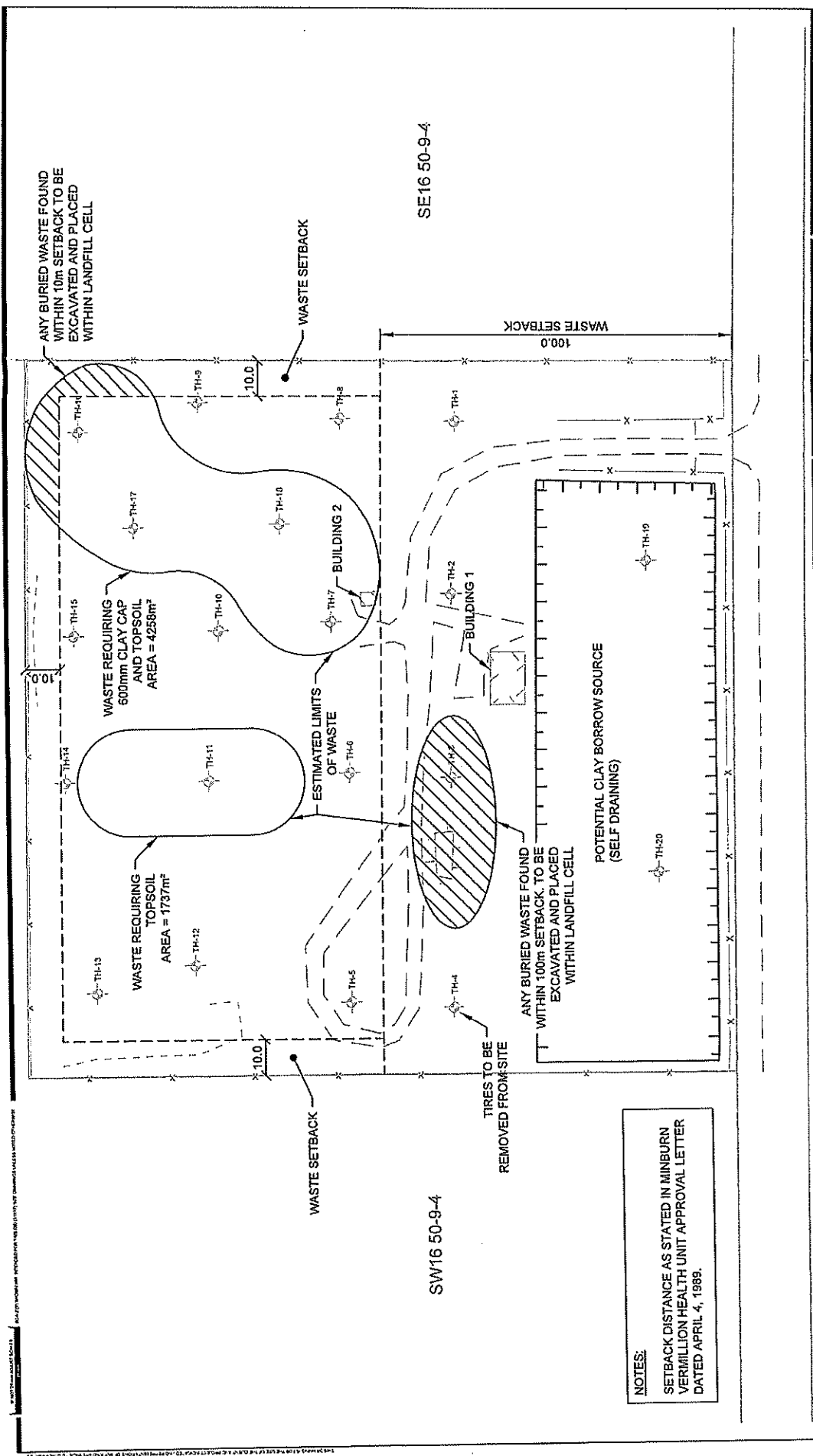
Based on the test pitting program there are several areas within the site that had insufficient clay cap material placed over the waste. To meet the closure requirements additional clay cap material is required.

2.3 TOPSOIL

The existing buried waste has some topsoil present; however, it varies in thickness and quality. The field program did not identify a stock pile of topsoil within the site; therefore to reclaim the landfill will require topsoil to be imported to the site. The County identified a potential offsite borrow source within the Village of Mannville adjacent to the CN Rail line, which might provide sufficient material.

2.4 BORROW AREA

Soil samples were taken from the area identified as a potential borrow area and submitted to Thurber Engineering to confirm if the on-site material would meet the clay cap closure requirements. The material testing results confirmed that the proposed borrow area is acceptable for use as clay cap. Copies of the material testing results are provided in [Appendix B](#).



SE16 50-9-4

SW16 50-9-4

NOTES:
 SETBACK DISTANCE AS STATED IN MINBURN VERMILLION HEALTH UNIT APPROVAL LETTER DATED APRIL 4, 1989.

AE PROJECT No.	20133905
SCALE	1:1000
APPROVED	
DATE	2015-01-19
REV	
DESCRIPTION	

FIGURE No. 1
 COUNTY OF MINNEBURN
 IRANVILLE LANDFILL CLOSURE
 LANDFILL CLOSURE CONCEPT PLAN



Associated Engineering

2.5 CAPITAL COST ESTIMATE

To develop the capital cost for the proposed site closure, the following scope of work is proposed:

- Prepare on-site clay borrow source by stripping and stockpiling topsoil and subsoil. Remove any unsuitable material.
- In locations where there insufficient clay cap material present, strip and stockpile any useable topsoil from the area.
- Excavate and relocate buried waste found in violation of the minimum setback requirements.
- Shape and grade buried waste and surface to ensure positive drainage. Maximum sides slope are to be 3H:1V.
- From on-site clay borrow source, excavate, haul, place and compact 300 mm daily cover on areas where the waste is exposed
- From on-site clay borrow source, excavate, haul, moisture condition, place and compact 600 mm final clay cap on the buried waste that does not meet the minimum 600mm clay cap requirements.
- Contour the borrow pit to ensure positive drainage and suitable backslopes. Slopes shall within the specified minimum and maximum grades.
- Replace stockpiled subsoil and topsoil in clay borrow pit.
- Place available stockpiled topsoil on clay cap.
- Import and place required topsoil to provide a minimum of 300mm of topsoil on the waste disposal locations
- Seed the disturbed areas.

In addition to the above the following assumptions were used:

- In discussion with the County, the landfill areas will be closed, but the remain area is to be utilized by the County/ Village for general storage, therefore the buildings and the site access roads will remain.
- 300mm of topsoil will only be placed on areas where waste has been placed, areas outside the waste disposal areas along material which are to be reclaimed will be covered with 100mm of topsoil.
- The engineering service fee is based AE providing the following services:
 - Detailed design and tender development and management.
 - Sampling of the topsoil pile identified by the County to confirm the quality of the material.
 - General engineering services which includes:
 - project management,
 - fiscal control,
 - re-design services as required and
 - responding to contractor inquiries.
- Resident engineering services which includes:
 - site inspection to confirm general conformance with the Contract documents, based an anticipated 32 hours a week for 4 weeks, and
 - quantity tracking.

- Site Surveying to confirm the quantities, and final configuration of the site. The site survey budget is based on four trips to the site of the duration of the site construction.
- At construction completion, a record of construction report which summarizes the activities on site during construction including daily reports, material testing results and record drawings will be produced.
- A project contingency of 25% has been attributed to the project.

The anticipated project cost is summarized in the **Table 3**. The detailed construction cost is summarized in **Table 4**, and the detailed engineering fee budget is provided in **Table 5**.

**Table 3
Anticipated Project Cost**

Landfill Closure Site Work	\$570,700
Including waste excavation, excavation of borrow area, placement of clay cap material, importing topsoil, seeding disturbed areas.	
Contingency Allowance:	
Project Contingency Allowance 25%	\$142,600
Total Construction Estimate Amount	\$713,300
Engineering Services:	
Associated Engineering (Design and field services)	\$ 95,100
Thurber Engineering (Material Testing)	\$ 15,000
	\$110,100
Total Anticipated Project Cost	\$823,400

3 Conclusions/ Recommendations

Associated Engineering recommends that the County proceed with the detailed design for the closures of the Mannville Landfill Site as outlined above. In addition the County should further investigate the possibility to of utilizing the topsoil stock pile adjacent to the CN Rail Line.

**Table 4
Anticipated Project Cost - Manville Landfill Closure**

Item	Description	Unit	Est. Qty.	Est. Unit Rate	Ext
PART A – GENERAL REQUIREMENTS					
1.1	Mobilization and Demobilization	L.S.	1	L.S.	\$ 50,000
TOTAL PART A - GENERAL REQUIREMENTS					\$ 50,000
PART B – LANDFILL CLOSURE SITE WORK					
2.1	Topsoil Stripping	m2	7,500	2.00	\$ 15,000
2.2	Grade/Contour Waste Pile	LS	1	L.S.	\$ 15,000
2.3	Excavate and Relocate On-Site Buried Waste	m3	2700	16.00	\$ 43,200
2.4	Excavate, Place and Grade Intermediate Clay Fill on Waste Pile	m3	3,210	14.00	\$ 44,940
2.5	Excavate, Place and Compact Clay Cap on Waste Pile	m3	4,260	16.00	\$ 68,160
2.6	Replace and Grade Topsoil (Cover Borrow Area)	m2	7,500	3.00	\$ 22,500
2.7	Place and Grade Topsoil from Off-Site Borrow (Cover Landfill Cap)	m2	7,100	40.00	\$ 284,000
2.8	Hydro Seeding	m2	14,600	1.50	\$ 21,900
2.9	Supply and Install Silt Fencing	Lm	350	17.00	\$ 5,950
TOTAL PART B - LANDFILL CLOSURE SITE WORK					\$ 520,650
PART C - CONTINGENCY ALLOWANCE					
4.1	Project Contingency Allowance 25%	CA			\$ 142,663
TOTAL PART C - CONTINGENCY ALLOWANCE					\$ 142,663
TOTAL ESTIMATE					
Part A - General Requirements					\$ 50,000
Part B - Landfill Closure Site Work					\$ 520,650
Part C - Contingency Allowance***					\$ 142,663
TOTAL CONSTRUCTION ESTIMATE AMOUNT					\$ 713,313
Engineering Services					
Associated Engineering (Design and field services)					\$ 95,100
Thurber Engineering (Material Testing)					\$ 15,000
					\$ 110,100
Anticipated Project Budget					\$ 823,413

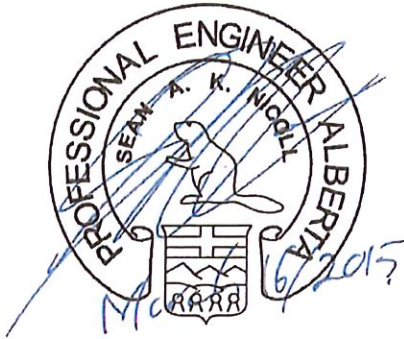
REPORT

Closure

This report was prepared for the County of Minburn to confirm the closure requirements for the Mannville Landfill.

The services provided by Associated Engineering Alberta Ltd. in the preparation of this report were conducted in a manner consistent with the level of skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other warranty expressed or implied is made.

Respectfully submitted,
Associated Engineering Alberta Ltd.



Sean Nicoll, P. Eng.
Project Manager

ASSOCIATED ENGINEERING QUALITY MANAGEMENT SIGN-OFF	
Signature:	
Date:	Mar. 16, 2015

APEGA Permit to Practice P 3979

REPORT

Appendix A - Topsoil Assessment



Associated
Engineering

GLOBAL PERSPECTIVE.
LOCAL FOCUS.

TECHNICAL MEMORANDUM

County of Minburn

Mannville Landfill Closure Soils Assessment

June 2014



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TECHNICAL MEMORANDUM

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2 Methods	1
3 Results	2
4 Recommendations	2
Closure	
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Appendix A - Field Investigation Information	

TECHNICAL MEMORANDUM

1 Introduction

Associated Engineering ("AE") was retained by the County of Minburn in May 2013 to complete a soils assessment at Mannville Landfill (the "Landfill"). The Landfill is located on SW16 TP50 Sec9 W4, approximately 9 km southwest of the Village of Mannville, AB (the "Subject Property"). The Landfill was constructed in the 1980's to service the Village of Mannville. It has since reached capacity and is slated for closure in 2014.

In accordance with the Alberta Code of Practice for Landfills, landfill closure must include a final cover system consisting of a barrier layer, subsoil and topsoil (Alberta 1998). The barrier layer must consist of at least 60 cm of earthen material and the topsoil and subsoil must be equal to the depths determined at the landfill site prior to its construction. Since a pre-disturbance soil assessment to determine soil depths was not conducted, AE was asked to complete an assessment in adjacent undisturbed areas to determine suitable topsoil and subsoil depths for closure.

This technical memorandum presents the findings of the soils assessment and recommendations for reclamation. Photo documentation, test pit locations, and data are provided in Appendix A.

2 Methods

The soils assessment included a review of existing soil mapping on AGRASID 3.0 (Alberta Soil Information Centre 2001) to identify soil mapping units (soil polygons) within the Landfill footprint and adjacent undisturbed areas (the Study Area). It also included a review of current satellite imagery and existing soil reports for the region. This was followed by a field investigation to verify soil mapping and to determine suitable topsoil and subsoil depths for closure.

The field investigation was completed by Alfredo Carcamo, P.Ag. on November 18, 2013. It included a foot traverse of the Study Area to record site physiography and identify suitable test pit locations. Soil test pits were advanced within each soil polygon identified by soil mapping. A total of three soil test pits were hand-dug to the C-horizon (no evidence of soil development) in three different landscape positions (upper, middle and lower slope) to assess soil depths across the landscape. Refer to Appendix A for locations of test pits, photographs, and descriptions.

Soils were assessed at each test pit plot according to the Soil Classification System of Canada (Soil Classification Working Group 1998) and the Canada Soil Information System Manual for describing soils in the field (Expert Committee on Soil Survey 1983). The depths of the A-horizon (topsoil) and B-horizon (subsoil) from each soil test pit were averaged to determine suitable depths for closure.

3 Results

A review of the AGRASID database and soil mapping indicates that the Study Area is located within one soil polygon (Polygon # 16844). Soils within this polygon are primarily comprised of Elnora soils. Elnora soils are described as Orthic Black Chernozems comprised of glacial till deposits. The terrain is undulating¹ with slopes ranging from 2 to 5%.

The soil investigation indicates that soils found in the Study Area are generally consistent with the description for Elnora soils. The terrain is undulating with slopes ranging from 2-5%. Soils are comprised Orthic Black Chernozems consisting of approximately 15 to 18 cm of silty or loamy topsoil. This layer is underlain by approximately 11 to 17 cm of loamy subsoils. For detailed findings from the site investigation refer to the attached table.

4 Recommendations

It is recommended that the Landfill is reclaimed with a combined total of 30 cm of soil, consisting of 15 cm of topsoil and 15 cm of subsoil. It is understood that there is some soil stockpiled on-site; however, some of this soil has been mixed with other less desirable material. The quality of the stockpiled material should therefore be assessed by a qualified professional to determine whether it suitable for use as topsoil or subsoil.

Material will need to be imported from off-site to compensate for any soil deficits. Imported topsoil should be medium textured (silt to loam) and consist of A-horizon material that is organically rich and black or dark brown in colour. If additional subsoil is required, it should be comprised of medium textured B-horizon material that is organically enriched and brown or light brown in colour. Imported soils can contain a maximum of 5% gravel; however, soils with no coarse fragments are preferred. A qualified professional should assess topsoil and subsoil quality to determine if it is suitable reclamation material.

A reclamation plan should be prepared by a qualified professional prior to any earthworks. This plan should outline the measures taken to ensure that soils are not degraded during reclamation. It should also outline the volumes required to reclaim the site, soil placement procedures, equipment specs for earthworks, seedbed preparation, a revegetation plan, erosion and sediment controls, a monitoring plan, and an invasive plant management strategy.

¹ A very regular sequence of gentle slopes that produce a wavelike pattern of low local relief. Slope length is generally less than 0.8 km and the dominant slope gradient is 2 to 5%.

TECHNICAL MEMORANDUM

Closure

This report was prepared for the County of Minburn to provide recommendations on suitable topsoil and subsoil depths required for closure of the Mannville Landfill.

The services provided by Associated Engineering Alberta Ltd. in the preparation of this report were conducted in a manner consistent with the level of skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other warranty expressed or implied is made.

Respectfully submitted,
Associated Engineering Alberta Ltd.



Katarina Glavas, P.Ag.
Soil Scientist



Sean Nicoll, P.Eng.
Project Manager

TECHNICAL MEMORANDUM

References

Alberta Department of Environmental Protection. 1998. Code of Practice for landfills.

Alberta Soil Information Centre. 2001. AGRASID 3.0: Agricultural Region of Alberta Soil Inventory Database (Version 3.0). Edited by J.A. Brierley, T.C. Martin, and D.J. Spiess. Agriculture and Agri-Food Canada, Research Branch; Alberta Agriculture, Food and Rural Development, Conservation and Development Branch.

Expert Committee on Soil Survey (ECSS). 1983. The Canada Soil Information System (CanSIS) Manual for describing soils in the field. 1982 revised. Edited by J.H. Day. LRRRI Contribution No. 82-52. Research Branch, Agriculture Canada, Ottawa, ON.

Soil Classification Working Group. 1998. The Canadian System of Soil Classification. Agric. and Agri-Food Can. Publ. 1646 (Revised). NRC Research Press, Ottawa. 187 pp.



Legend

- Soil Survey Locations
- EOR68H1m Soil Polygon Label

0 10 20 30 40 50 Meters

PROJECT: MANNVILLE LANDFILL SOIL ASSESSMENT

PREPARED FOR: County of Minburn No. 27

PROJECT NO.: 2013-3965.000.110

FILE: mannville.mxd

DATE: Feb. 2014 | **DRAWN BY:** BcJ

GLOBAL PERSPECTIVE. LOCAL FOCUS.

Associated Engineering

Figure 1-1: Mannville Landfill - Soil Survey Locations

TECHNICAL MEMORANDUM

Appendix A - Field Investigation Information



Photograph 5: Looking north to agricultural soils and TS13-02 at Mannville Landfill SW corner.



Photograph 6: Looking to topsoil profile at TS 13-03 at Mannville Landfill NW corner.

Table A-1 Soil test pit descriptions

Sample number	UTM	Surface Expression	Slope Position	Slope Gradient (%)	Ah (Topsoil)				Bm (Subsoil)				Comments				
					Depth (cm)	Colour	Texture	Structure	Consistence	Moisture	Depth (cm)	Colour		Texture	Structure	Consistence	Moisture
13-01	5906472 N 482655 E	Undulating level	Upper	2-5	0-18	Black	Silt, loam	Granular	Friable	Dry	18-32	Dark brown	Loam	Angular blocky	Firm	Dry	40 m north of the road shoulder and 3 m east of fence. Soil inspection point within agricultural field.
13-02	5906489 N 482437 E	Undulating level	Mid	2-5	0-18	Black	Silt, loam	Granular	Friable	Dry	18-29	Dark brown	Silt Loam	Angular blocky	Firm	Dry	50 m north of road and approx. 5 m west of fence. Wavy soil horizon boundary. Soil inspection point with agricultural field.
13-03	5906654 N 482465 E	Undulating level	Lower to Mid	2-5	0-15	Black	Silt, loam	Granular	Friable	Dry	15-32	Dark brown	Silt Loam	Angular blocky	Firm	Dry	Inspection point along the landfill NW corner, 15 m north of corner. Soil inspection point with agricultural field.

REPORT

Appendix B - Material Testing Results



Hydraulic Conductivity

ASTM D5084, Method A (Constant Head)

Client: ASSOCIATED ENGINEERING SERVICES LTD
Project: Mannville Landfill Closure Materials Testing

Date: 19-Aug-14
File No.: 17-123-892

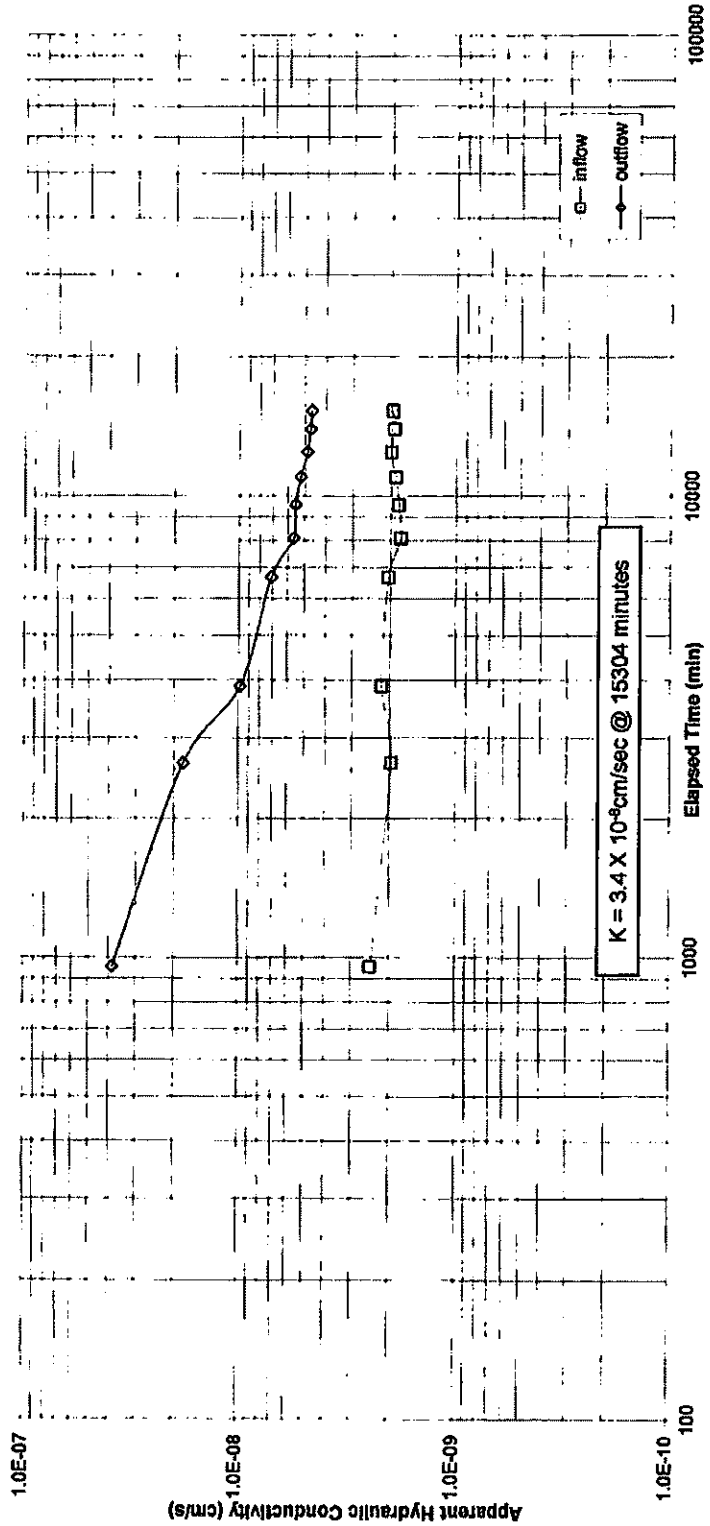
Sample Information

Location: Pit 19
Elevation: -
Type: Bulk - Remolded
Soil Type: Clay till (Cl), silty, some sand, trace gravel, coal, oxides, brown.
Lab Series: 23056

Test Results

Coefficient of Permeability: 3.4E-09 cm/s
Ave Effective Confining Stres: 14.8 kPa
Ave. Hydraulic Gradient: 30.9
Permeate Liquid: Distilled Water
Comments:

Parameter	Initial	Final
Height	4.23 cm	4.24 cm
Diameter	10.18 cm	10.19 cm
Dry Density	1809 kg/m ³	1801 kg/m ³
Moisture	16.6 %	18.1 %
Saturation	91 %	98 %





THURBER ENGINEERING LTD.

Suite 200, 9636-51st Avenue EDMONTON, Alberta T6E 6A5 Phone (780) 438-1460 Fax (780) 437-7125

Client: ASSOCIATED ENGINEERING SERVICES LTD

MOISTURE DENSITY REPORT

Project Number: 17-123-892

Project: MANNVILLE LANDFILL CLOSURE MATERIALS TESTING

Date Tested: 20-Jul-14

Date Sampled: 14-Jul-14

Sample Source: Pit #19

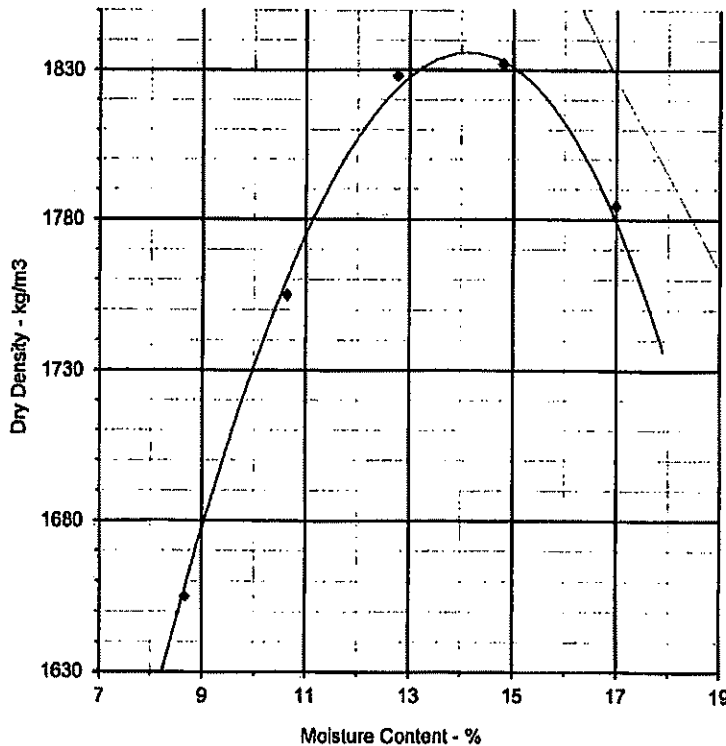
Sample Description: Cl-Clay, till, medium brown

Oversized material:
1.3% retained on the 4.75 mm sieve

As-Received Moisture Content: 10.0%

Thurber Lab Series #: 23056

Wet Density - kg/m ³	1798	1942	2061	2103	2088		
Dry Density - kg/m ³	1655	1755	1828	1832	1784		
Moisture Content- %	8.7	10.6	12.8	14.8	17.0		
Pocket Pen. (kg/cm ²)	>4.5	>4.5	>4.5	3.5	1.3		



Proctor Results
 Max. Dry Density: 1836 kg/m³
 Optimum Moisture: 14.2%

Preparation: Moist
 Compaction Std.: ASTM D698
 Method: A
 Rammer Type: Manual

Sampled By: Client

Tested By: AAC

Project Eng.: RLK

Zero Air Voids Curve plotted for a Specific Gravity of 2.65

Comments:

Report Checked: _____

Tested in accordance with ASTM Designation D698 unless otherwise noted



ATTERBERG LIMITS
ASTM D4318

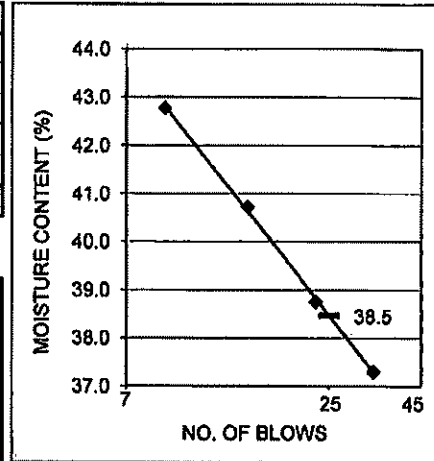
Client: ASSOCIATED ENGINEERING SERVICES LTD
Project: MANNVILLE LANDFILL CLOSURE

Project No: 17-123-892
Test Hole: Pit 19
Sample No: 23056
Depth: -

Date Tested: 16-Jul-14
Tested By: JAP
Checked By:

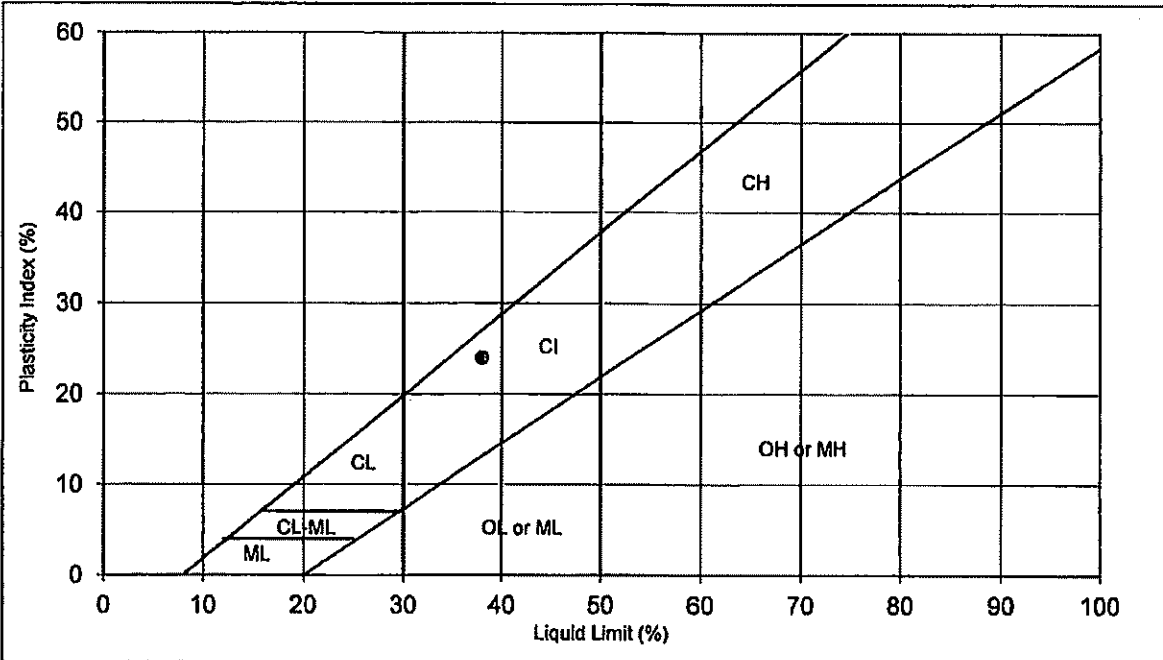
LIQUID LIMIT

Trial No:	1	2	3	4
No of Blows:	33	23	15	9
Container No.	1	2	3	4
Wet Soil + Container	14.76	14.25	13.51	13.82
Dry Soil + Container	10.75	10.27	9.6	9.68
Wt. Of Container	0	0	0	0
Moisture Content	37.3	38.8	40.7	42.8



PLASTIC LIMIT

	1	2	AVERAGE
Container No.	5	6	
Wet Soil + Container	28.01	29.66	
Dry Soil + Container	26.86	28.34	
Wt. Of Container	18.79	18.86	
Moisture Content	14.3	13.9	14.1



REMARKS

Liquid Limit:	38
Plastic Limit:	14
Plasticity Index:	24
USC Classification:	CI



ATTERBERG LIMITS
ASTM D4318

Client: ASSOCIATED ENGINEERING SERVICES LTD

Project: MANNVILLE LANDFILL CLOSURE

Project No: 17-123-892

Test Hole: Pit 20

Sample No: 23057

Depth: -

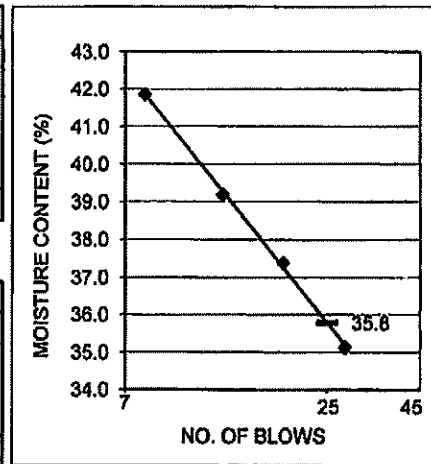
Date Tested: 16-Jul-14

Tested By: JAP

Checked By:

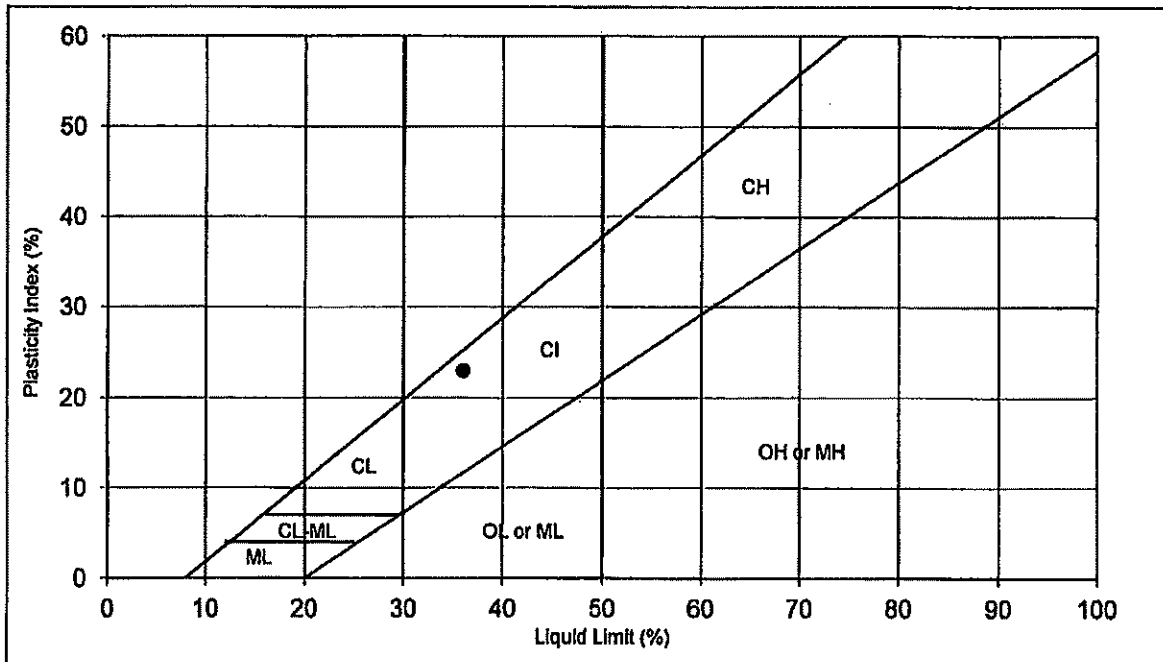
LIQUID LIMIT

Trial No:	1	2	3	4
No of Blows:	28	19	13	8
Container No.	1	2	3	4
Wet Soil + Container	14.27	13.78	14.81	14.03
Dry Soil + Container	10.56	10.03	10.64	9.89
Wt. Of Container	0	0	0	0
Moisture Content	35.1	37.4	39.2	41.9



PLASTIC LIMIT

	1	2	AVERAGE
Container No.	5	6	
Wet Soil + Container	28.97	30.02	
Dry Soil + Container	27.76	28.71	
Wt. Of Container	18.75	18.8	
Moisture Content	13.4	13.2	13.3



REMARKS

Liquid Limit:	36
Plastic Limit:	13
Plasticity Index:	23
USC Classification:	CI



THURBER ENGINEERING LTD.

GRAIN SIZE DISTRIBUTION REPORT

#200, 9836 51 Avenue NW, EDMONTON, AB T6E 6A5 T. (780) 438 - 1460 F. (780) 437 - 7125 www.thurber.ca

Client: ASSOCIATED ENGINEERING SERVICES LTD

Date Tested: 15-Jul-14

Project: Mannville Landfill Closure Materials Testing

Project No: 17-123-892

Tested By: ME

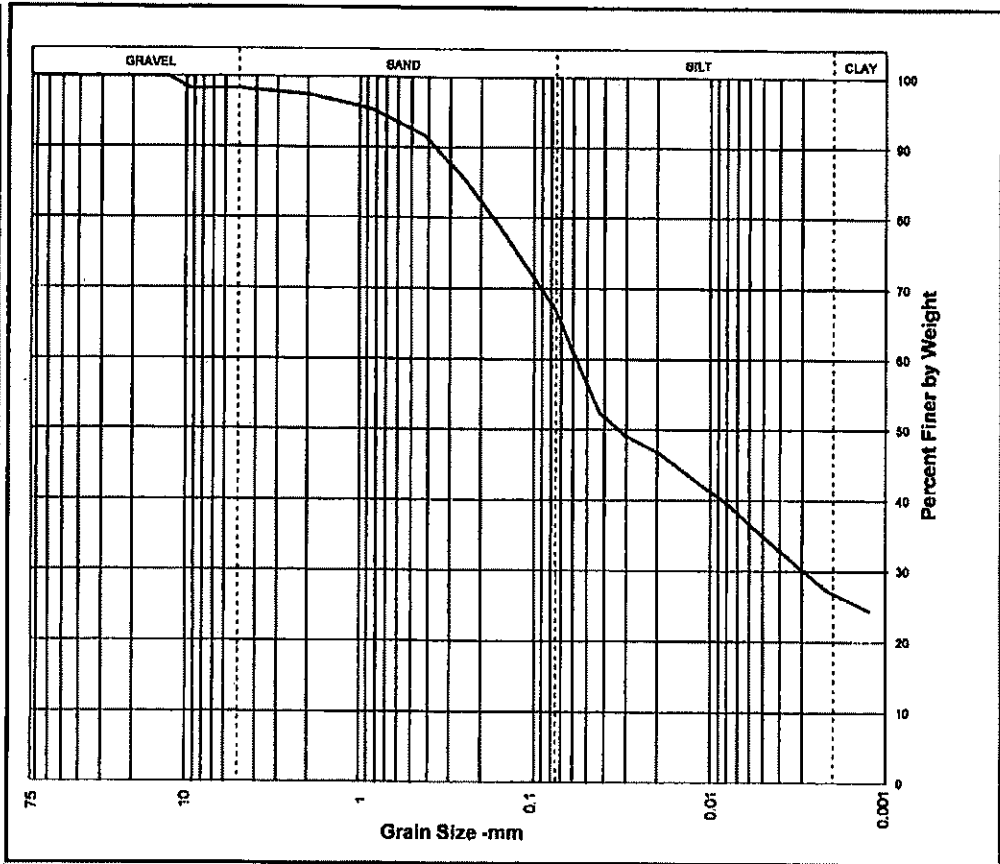
Test Hole: Pit 19

Depth: 0.0

Sample Description:

Sample No.: 23056

Sieve Size -mm	Percent Finer
100.0	100.0
75.0	100.0
62.5	100.0
50.0	100.0
37.5	100.0
25.0	100.0
19.0	100.0
12.5	100.0
9.5	98.3
4.75	98.3
2.00	97.5
0.850	95.5
0.425	91.8
0.250	85.5
0.150	78.1
0.075	66.8
0.058	60.2
0.042	52.4
0.030	49.2
0.019	46.6
0.011	42.3
0.008	39.8
0.006	36.3
0.004	33.3
0.003	29.2
0.002	27.2



Distribution	
Cobbles	0%
Gravel	1.7%
Sand	31.4%
Silt	40.1%
Clay	26.8%

Remarks:

Checked By:

Tested in Accordance with ASTM D422, C136 and C117 unless otherwise indicated



THURBER ENGINEERING LTD.

**GRAIN SIZE DISTRIBUTION
REPORT**

#200, 9636 51 Avenue NW, EDMONTON, AB T6E 6A5 T. (780) 438 - 1460 F. (780) 437 - 7125 www.thurber.ca

Client: ASSOCIATED ENGINEERING SERVICES LTD

Date Tested: 15-Jul-14

Project: Mannville Landfill Closure Materials Testing

Project No: 17-123-892

Tested By: ME

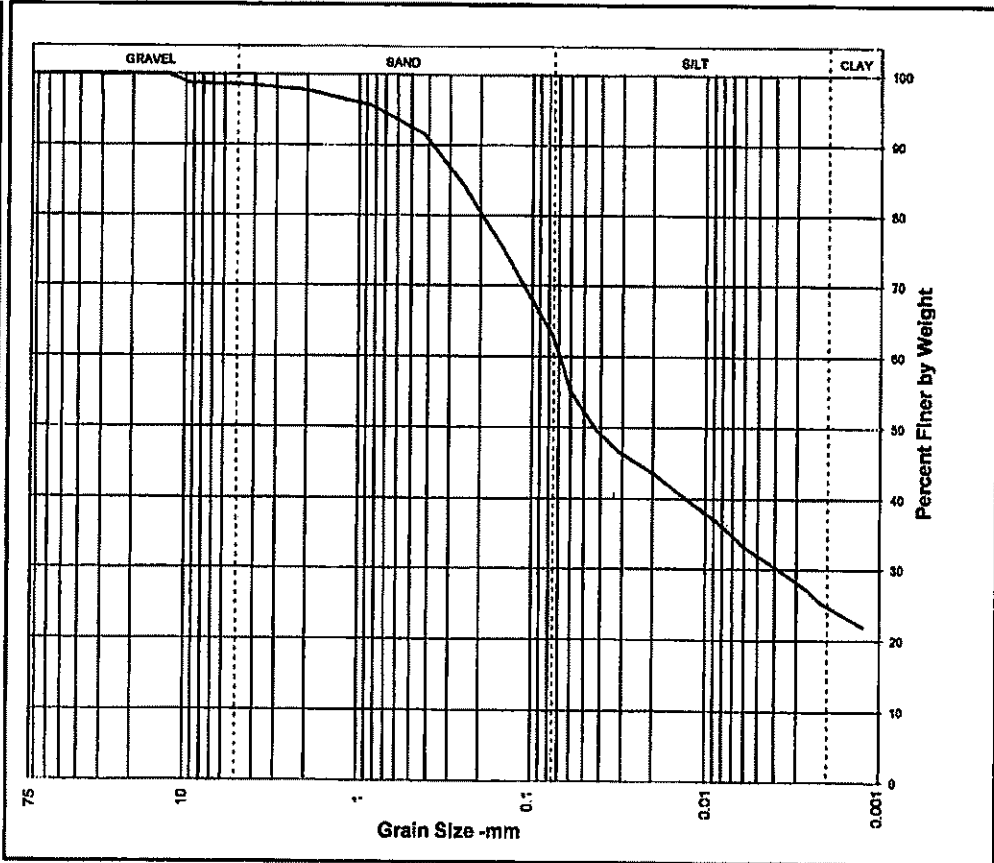
Test Hole: Pit 20

Depth: 0.0

Sample Description:

Sample No.: 23057

Sieve Size -mm	Percent Finer
100.0	100.0
75.0	100.0
62.5	100.0
50.0	100.0
37.5	100.0
25.0	100.0
19.0	100.0
12.5	100.0
9.5	98.8
4.75	98.7
2.00	97.8
0.850	95.6
0.425	91.6
0.250	84.3
0.150	75.5
0.075	62.7
0.060	55.0
0.043	49.8
0.031	46.5
0.020	43.5
0.012	39.2
0.008	36.5
0.006	33.1
0.004	30.8
0.003	27.5
0.002	25.3



Distribution	
Cobbles	0%
Gravel	1.3%
Sand	36%
Silt	38%
Clay	24.7%

Remarks:

Checked By:

Tested in Accordance with ASTM D422, C136 and C117 unless otherwise indicated

Request for Decision (RFD)

Topic: Offer to Purchase – Grey Sided Storage Building
Initiated by: Letter received by J. Hodel
Attachments: Letter received from J. Hodel
Images of Grey Sided Storage Building

Purpose(s):

1. To review the offer to purchase, submitted by Ms. Jennifer Hodel, for the grey sided storage building located behind the Public Works Building.

Background:

1. The building was acquired by the Village of Innisfree from a cable company that formerly provided service to the Village of Innisfree.
2. No cost from the Village to acquire the building was noted on file.
3. The party has expressed interest in the storage building, as the siding of the building matches the exterior of the interested party's home.
4. To ensure that there were no prior commitments, and due to the recent Joint Fire Services Agreement, the Village of Innisfree contacted the County of Minburn Fire Chief M. Fundytus to ensure that the Innisfree Fire Department was no longer interested in the building.
5. The Village has received an offer, in writing, to purchase the grey sided storage building (see letter attached).
6. Village has not determined any other viable use for the building.

Key Issues/Concepts:

1. Removal of unnecessary infrastructure to allow room for Public Works items.
2. Revenue to be used towards other Public Works related projects.

Options:

1. As directed by Council.
2. That Council approve the Offer to Purchase in the amount of \$1,000 (GST excluded), for the purchase of the Grey Sided Storage Building located behind the Public Works Shop.

Financial Implications:

1. Positive cash flow for Public Work purposes.

Relevant Policy/Legislation:

1. None.

Political/Public Implication(s):

1. No perceived political nor public implications identified.

Recommendation:

1. That Council approve the Offer to Purchase in the amount of \$1,000 (GST excluded), for the purchase of the Grey Sided Storage Building located behind the Public Works Shop.

May 16, 2022

Village of Innisfree
Attn: Village Council
Box 69
Innisfree, AB
T0B 2W0

Dear Council Members,

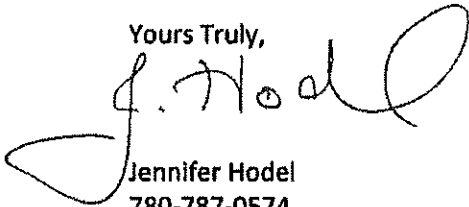
Re: Purchase of Grey Sided Storage Building

I wish to respectfully submit a bid of \$1,000 for the purchase of the square, grey sided storage shed currently located directly behind the Public Works building. This building was acquired by the Village at \$0.00 cost from a cable company that formerly provided service to the Village. I am aware of this due to being personally instrumental in the Village's acquisition of this building

The storage shed matches the siding of my house perfectly and, given the proximity of my house to the current location of the shed, the moving of the shed should be straightforward.

Thank you for your consideration.

Yours Truly,



Jennifer Hodel
780-787-0574





Request for Decision (RFD)

Topic: Innisfree Delnorte School Sustainability Committee Request – Woodworking Program
Initiated by: Administration
Attachments: Email from AUMA/ASMC Insurance RE: Liability Insurance

Purpose(s):

1. To review a request brought forward from the Innisfree Delnorte School Sustainability Committee, to promote a woodworking program, to be operating out of the Village of Innisfree Public Works Shop.

Background:

1. The Innisfree Sustainability Committee has requested a partnership with the Village of Innisfree, regarding the utilization of the Innisfree Public Works Shop to promote a Woodworking Program at the Innisfree Delnorte School.
2. Administration spoke AUMA/AMSC Insurance provide clarity and additional information regarding Insurance/Liability for both the School and the Municipality.
3. Administration has spoken with the Public Works Foreman, and he had advised that the only concern from a Public Works perspective would be space requirements. During regular work hours, one bay is open and available. However, school tools and equipment may limit space availability as well (i.e., additional storage required for equipment when not in use, etc.)

Key Issues/Concepts:

1. OH&S Requirements and Safety Protocols must be followed.
2. Exposing the municipality to increased liability.
3. Promoting and assisting the sustainability and viability of the Innisfree Delnorte School by entering into a partnership.
4. Potential of increased student attendance at Innisfree Delnorte school by enhancing course availability.

Options:

1. As directed by Council.

Financial Implications:

1. No financial implications identified at this time.

Relevant Policy/Legislation:

1. Strategic Plan # 1 – Partnership & Collaboration
2. Strategic Plan # 3 – Ensure Viability

Political/Public Implication(s):

1. Positive outcome as a result of a partnership between the Village of Innisfree and Innisfree Delnorte School to enhance school attendance and promote additional course availability to its students.

Recommendation:

1. As directed by Council.

Village of Innisfree (CAO)

From: Luis Vazquez <Luis@abmunis.ca>
Sent: May 17, 2022 1:53 PM
To: Village of Innisfree (CAO)
Subject: School woodwork program at your PW shop

Hi Brooke,

Per our call today regarding the use agreement between the Village and the School to utilize your PW shop for their woodworking program please see below our recommended insurance requirements to add in your agreement with the School:

- School to carry Commercial General Liability coverage with a limit not less than \$2 Million per Occurrence (It is up to you to decide the amount of coverage/limit you want to require)
- Adding the Village of Innisfree as Additional Insured
- Evidence this in the form of a Certificate of Insurance to the Village
- Adding also a Hold Harmless/Indemnity Agreement in favor of the Village (refer this to your legal adviser for appropriate wording)

The Village's General Liability policy will still be there in the event that you are named in a suit, however, the Additional Insured status included under the School's Liability policy should technically shield your policy from being triggered.

Let me know if you need any other information.

Best Regards,

Luis Vazquez | Insurance Services Consultant

ALBERTA MUNICIPALITIES

D: 780.409.8331 | E: Luis@abmunis.ca
300, 8616 51 Ave NW Edmonton, AB T6E 6E6
Toll Free: 310-MUNI | 877-421-6644 | www.abmunis.ca



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Here's your chance to salute the Graduating Classes of 2022!

Country 106.5 will be airing congratulation messages leading up to local graduation ceremonies!

One Grad Greeting per day from May 16th to June 26th
(total of 42 mentions/greetings). Includes a business
name mention and liner...Cost = **\$149**

Customize your greeting with a 10 second liner...whether you want to recognize a specific school or graduate or promote your business with a graduation promotion for grads.

Example Grad Greeting: "Years from now you'll look back at these moments and they will feel like yesterday and a life time ago-all in one breath. You've worked hard to make it to graduation-so enjoy every minute of it. Congratulations to all the 2022 graduates from 'your business'(10 second liner)

Village of Innisfree (CAO)

From: Peggy Smith <peggydsmith2012@gmail.com>
Sent: May 9, 2022 9:38 AM
To: Village of Innisfree (CAO)
Subject: minimum tax

To the CAO: Please table the following, for the record, at the next Village of Innisfree meeting

Village of Innisfree Council
May 9, 2022.

It is coming up to that time of year when the Village Council makes the decision which ensures that the sustainability of the Village rests on the backs of lower-valued property owners. The bylaw will be read three times in succession at a meeting, no debate, passed unanimously and congratulations all around for a job efficiently accomplished. After 24 years of consistent unfairness to approximately 49% of residents, I imagine that this travesty may now be called a tradition. However, one lives in hope of enlightenment.

It is my understanding that there are now two new members of council and it is to them that I appeal. If you are unfamiliar with the judicial reviews [Bergman vs Village of Innisfree] that have been heard by the Alberta Court of Queens' Bench, I encourage you to read the Briefs and the Decisions. The courts upheld the legality of minimum tax, which was never in question. Also contained in the Municipal Government Act is a clause that forbids challenging legislation on the grounds of unreasonableness. The chances of a successful challenge to legislation is, however, extremely high, despite legislation and these two decisions. The biggest barrier, in the average citizen's attempt to right an historic wrong, is money.

It is stated on AUMA's webpage: "Property taxes are not a fee for service but are a method of distributing the cost of government services across properties based on their respective value as an indicator of wealth and ability to pay." Minimum tax bylaws strike at the very heart of this principle of ad valorem. Under the virtue-signalling clarion call that "everyone must pay their fair share for services", minimum tax has been evoked time and again, year-after-year, even though many properties use no services at all and have often been refused the help needed to repair village infrastructure. The amount of annual minimum tax levied has even at times exceeded the value of the property! It is understandable why challenges on the grounds of unreasonableness have been forbidden by legislation.

It must be remembered that court decisions are grounded in law and not fairness. An important debate in the Alberta Legislature [Alberta Hansard November 30, 2016 and April 13, 2017] concerning an amendment to section 357 of the MGA, attempted to put parameters on minimum tax usage. It was defeated by the (NDP) government of the time, but roundly supported by all members of the opposition Conservatives, Wildrose, Liberals and Alberta Party. Both Justice Shelley and Justice Feth evoke the words of the (previous NDP) Municipal Affairs Minister Laravee who stated during that debate that "minimum taxes are authorized to recognize the basic cost of services to all rate-payers." These words have given the court permission to abdicate any responsibility for fairness to tax-paying citizens.

A strong case can be made that minimum tax is not, in fact, being used as directed by the Minister in that legislative debate and consequently cited in the Decisions. If minimum tax is being used to assure that all tax-payers are contributing fairly to services rendered, where is the proof of that? There is, to date, nothing in the financials that connects property tax dollars paid to services being rendered on a fair and equitable basis. This is because there is no direct connection between minimum taxes paid and services rendered. What is, in fact, happening is that about half of the rate-payers in the Village are subsidizing the other half, creating an inverse Robin Hood situation.

No doubt, your legal advice will assure you that you are on safe ground. The hope is, however, that an appeal to your conscience will help tip the scales of justice. After almost 25 years of imbalance, has the moment not arrived for the pendulum to swing in the other direction? To quote a past Innisfree Councillor " isn't it time that we give the little guy a break?"

If not you, Councillors, then who or what? Another costly court challenge? We continue to live in hope that our elected officials will make fair and equitable decisions for the benefit of all citizens, not just for some of them.

Sincerely,
Peggy Smith