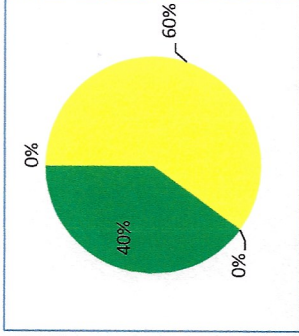


# Action Log

## MYALTA VENTURES LTD.

Project ID | 2019010A  
 Project | PHASE A - SANDY BEACH/SUNRISE BEACH to ONOWAY  
 Last | 2020-06-03

Status	Count
Due	0
Open	12
Hold	0
Complete	8
<b>Total</b>	<b>20</b>



Action #	Topic	Action Items/Open Questions	Resp.	Date Raised	Due Date	Status	Comments
1	O&M Cost for Regional Wastewater Line	Prepare and present to SVs of Sandy Beach and Sunrise Beach	MTY	31-Jan-20	19-Feb-20	Complete	Presentation made to Joint Lagoon Committee
2	SV Decision on participation in project	SVs to decide on project benefits	SVs of SB and SRB	31-Jan-20	30-Apr-20	Complete	Both SVs have passed a Council Resolution on participation in the Project. Alex. FN has not responded to Darwell Commission requests for participation or have they provided any information on their proposed WWTP. It has been assumed that they are proceeding on their own project.
3	Evaluation of Alexander FN WWTP Alternative	Obtain information on their proposed WWTP and evaluate the alternative to connect to FN.	MTY	15-Jan-20	30-Apr-20	Complete	Letter written to Alberta Transportaion indicating that SVs and County are proceeding with the project without Alex. FN participation.
4	Request for Proposals	Prepare a RFP for an engineering consultant for the Phase A Project	MTY	31-Jan-20	29-Feb-20	Complete	
5	Issue RFP	Send RFP to selected consultants	County	21-Feb-20	27-Apr-20	Complete	Five (5) have been invited to submit proposals that are due Monday, April 27, 2020.
6	Receive Proposals	Consultants to submit Proposals	County	21-Feb-20	11-Mar-20	Complete	Five (5) proposals received.
7	Evaluate Proposals and Recommend	Review and Rate Proposals received	Project Evaluation Committee (PEC)	21-Feb-20	11-May-20	Complete	Five (5) Proposals evaluated.
8	Approval of Consultant	After Project Fee Review and recommendation from PEC.	SVs of SB and SRB and County	21-Feb-20	19-May-20	Complete	MPE Engineering have been engaged to complete the necessary engineering for the Project.
9	Technical Committee Meetings	Regularly scheduled Technical Meetings with MPE, County, and Myalta.	MPE, County, and Myalta.	19-May-20	31-Dec-20	Open	Kick-off Meeting held May 28, 2020. See attached copy of Record of Meeting. Technical Committee Meetings to be held bi weekly at MPE Offices starting June 2, 2020.



10	Prequalification Document for Contractors	Prepare and Issue Prequalification Request for Contractors	MPE, County, and Myalta.	19-May-20	19-Jun-20	Open	
11	Pre-Design Report	MPE submission of report.	MPE, County, and Myalta.	19-May-20	30-Jun-20	Open	
12	Public Meeting?	Is a Public Meeting Required?		2-Jun-20	TBA	Open	No, or Yes? If yes, how many?
13	Town of Onoway Approval	Obtain Town of Onoway Approval for use of Town's Lagoon Facility	County and Myalta	2-Jun-20	21-Jun-20	Open	Meet with AEP prior to preparing Approval Request to be sent to Town.
14	Final Design for Wastewater Lift Stations	Completed Detailed Design, Drawings, and Contract Documents for Lift Stations and Septage Receiving Station	MPE, County, and Myalta.	19-May-20	15-Aug-20	Open	
15	Final Design for Wastewater Transmission line	Completed Detailed Design, Drawings, and Contract Documents for Wastewater Transmission Line	MPE, County, and Myalta.	19-May-20	15-Aug-20	Open	
16	Tender for Wastewater Transmission line	Project Tenders Close	MPE, County, and Myalta.	19-May-20	21-Sep-20	Open	
17	Tender for Wastewater Transmission line	Project Tenders Close	MPE, County, and Myalta.	19-May-20	21-Sep-20	Open	
18	Construction Start - Wastewater Transmission Line	Contract awarded and Construction Starts	Contractor	19-May-20	1-Oct-20	Open	
19	Construction Start - Lift Stations and Septage Receiving Station	Contract awarded and Construction Starts	Contractor	19-May-20	1-Oct-20	Open	
20	Construction Completion	Project is Operational	Contractor, MPE, County, and Myalta	19-May-20	31-Dec-20	Open	



## Minutes of Meeting #1 Design Start-up

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**Client:** Darwell Lagoon Commission **File:** N:\52\25\018-00\M01-1.1  
**Project:** Sandy Beach/Onoway Regional Wastewater Transmission Line  
**Date:** May 19, 2020  
**Time:** 10:00 a.m.

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**Attendance:**

Joe Duplessie	Lac Ste. Anne County	<a href="mailto:jduplessie@lsac.ca">jduplessie@lsac.ca</a>
Brian Hartman	Lac Ste. Anne County	<a href="mailto:bhartman@lsac.ca">bhartman@lsac.ca</a>
Mike Yakemchuk	Darwell Lagoon Commission	<a href="mailto:myalta@shaw.ca">myalta@shaw.ca</a>
Mirek Grzeszczuk	MPE Engineering Ltd.	<a href="mailto:mgrzeszczuk@mpe.ca">mgrzeszczuk@mpe.ca</a>
Ryan Sharpe	MPE Engineering Ltd.	<a href="mailto:rsharp@mpe.ca">rsharp@mpe.ca</a>

**Absent:** N/A

**Location:** MPE Edmonton

**Purpose:** Design Start-up

**Distribution:** All Present

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**Action  
Req'd  
By:**

### 1.0 Introduction:

- Roles and Responsibilities:
  - Joe Duplessie: Primary point of contact for this project for Lac Ste. Anne County and the Darwell Lagoon Commission.
  - Brian Hartman: Manager of Infrastructure Services (Lac Ste. Anne County). Will provide input and support to the Commission.
  - Mike Yakemchuk: Project Manager on behalf of the Darwell Lagoon Commission.
  - Ryan Sharpe: Project Manager - Primary point of contact for MPE.
  - Mirek Grzeszczuk: Corporate Representative and Secondary contact for MPE.
- All correspondence to go through Joe and Ryan, cc Mike and Brian.
- Engineering Services Agreement to be made in between the Darwell Lagoon Commission and MPE. Invoices to be issued monthly to the Darwell Lagoon Commission care of Lac Ste. Anne County (Attention: Joe D.).



## 2.0 Design Criteria:

- Flows: Flows are to be based on 50 gallons per person per day. 3 people per lot and 1 dwelling per lot. See OPUS report for further details. DLC to provide lot counts for each Summer Village and subdivision. MPE to provide Design Basis Memorandum (DBM) summarizing current and future flows. Summer Village of Sandy Beach (SB) hauled 77,000 gallons of sewage last year.
- Assume all lots will be permanent (no seasonal considerations).
- Hydraulics and Modelling: DLC to provide previously completed hydraulic models. MPE to update based on current proposed alignment and updated flows. If possible, design system hydraulics such that a future intermediate lift station can be avoided if possible. **DLC/  
MPE**
- Future Connections: No future connection from Alexander First Nation. They have a plan in the works for a new dedicated wastewater treatment system. Future tie-ins will be provided for the following sites:
  - Tree Farm Estates
  - Summer Village of Sunrise Beach
  - Ardea Park and Cheviot Hills
  - Calahoo
  - Aspen Hills, Hillview Estates, and Bridlewood Meadows
  - Tri-Village
- Record Information: DLC to provide Onoway Lagoon record drawings. DLC to also provide lidar and aerial photos. **DLC**

## 3.0 Forcemain:

- Alignment: Alignment as shown on the map provided by DLC. Consider going south through Aspen Hills/Hillview Estates – roadway ends north of Highway 37 (no roadway tie-in to the Highway). This option also requires an agreement with Transportation to run within the Highway 37 ROW. MPE to review on site and comment. Extend the stub to Sunrise Beach Summer Village boundary. **MPE**
- All pipelines to be installed within County road allowance (except along Highway 642 close to the lift station discharge). No land acquisition required for the forcemain.
- Utility Crossings: Lac Ste. Anne Natural Gas (SANG) owns and operates the natural gas lines in the area. Fortis has overhead powerlines. There may be some gas pipeline crossings as well. MPE to confirm following the site visit and one calls for geotechnical investigation. **MPE**
- There are two Highway crossings, 642 and 37. MPE to work with Alberta Transportation. **MPE**
- There is a significant creek crossing just East of the Aspen Hills turnoff. MPE to review and confirm requirements with AEP. **MPE**
- Onoway Tie-in: Discharge to same outlet as Onoway forcemain (prior to first anaerobic cell). Metering station required prior to discharge.
- Pipeline to be installed by directional drilling.
- Pipe material preferred is HDPE.
- Valves to be spaced no further than 1.6 km apart. Plug valves are acceptable for the forcemain. Valve boxes to be plastic with stainless steel rods and stainless steel hardware.
- Clean-outs/Pigging stations (combination) to be installed every 1.6 km.

#### 4.0 Lift Station:

- Lift Station to be located further east (east of the farmhouse), on the same quarter section.
- WILD Commission to negotiate land acquisition as the site will be shared with a truckfill/pump station for water. DLC to provide WILD contact information. MPE to coordinate land required for lift station and septage receiving station, including turnaround with WILD. **DLC/  
MPE**
- Electrical Service: One transformer to be provided for both the truckfill and lift station. MPE to coordinate with WILD. **MPE**
- Style of lift station (Can, wet well/dry well, etc.), to be determined after flows and peak factors are established. Preference is to have more storage and longer run times and smaller pumps and forcemain (remove peaking factors with additional storage).
- Masonry Block Building preferred – MPE to coordinate with WILD commission so the truckfill and lift station controls building have a similar look. **MPE**
- DLC's preference is to have a natural gas generator over diesel. They further noted consideration for a portable generator with a transfer switch may also work and would be much less expensive.
- HMI to match other County sites.
- Lift Station controls to tie-into County SCADA system. Match existing County system (internet, not radios).
- Consider Odour Controls required – MPE to issue a DBM on options and recommendations. **MPE**
- Septage Receiving Station – Consider Flowpoint and other systems. Require a flowmeter, control valve, grinder, and sampling for hydrocarbons. Include a catchment area to capture all spillage.
- All incoming flow will initially be through the septage receiving station. Design to include an inlet stub for future low-pressure sewer connection.

#### 5.0 Regulatory:

- MPE to determine environmental assessments required following site visit. Anticipate wetlands assessment and creek classification required. **MPE**
- MPE and DLC to work with AEP to confirm notifications required under EPEA and the Water Act. **DLC/  
MPE**
- MPE anticipates a basic historical submittal only will be required.
- Migratory Birds Act requires a Bird Sweep only during the restricted activity period (typically April 15 to August 15).

#### 6.0 Miscellaneous:

- Geotechnical Investigation to be completed after the alignment is finalized. DLC noted their preference is to drill boreholes every 400 m instead of 500 m allowed for in the current scope of work. MPE to drill every 400 m. MPE to provide costs for additional boreholes. **MPE**
- MPE to complete a survey of the site after the alignment is finalized. **MPE**



- ❑ Tender Packages – MPE/DLC to determine if one contract is sufficient or if two are required – one for the forcemain and the second for the lift station. The complexity of the lift station site will determine if a second Contract is necessary. DLC/  
MPE
- ❑ MPE will need an agreement to work within the road allowance. DLC to provide the template.

**7.0 Schedule:**

- ❑ Contractor's will be pre-qualified for this project. Preparation of pre-qualification documents can begin immediately. MPE
- ❑ Target Milestones as follows:
  - Pre-Design Report by June 30, 2020
  - Final Design by August 15, 2020
  - Tender: September 2020
  - Construction Start: October 2020
- ❑ Design Meetings to be held every second Tuesday at 10:00 am at MPE's office. MPE to send out bi-weekly meeting schedule to the end of 2020 starting June 2, 2020 at 10 am at MPE office. MPE

**8.0 Budget:**

- ❑ Engineering: MPE to send agreement for signature to Joe. MPE to provide a monthly budget update. MPE
- ❑ MPE to provide rough cost estimate based on the proposed alignment. MPE
- ❑ MPE to provide O&M costs for the lift station. MPE

**Next Meeting will be June 2, 2020.**

**Meeting was adjourned at 12:30 pm.**

**Recorded by: Ryan Sharpe**

**If there are any errors, omissions, or discrepancies, please contact the MPE office at (780) 486-2000.**