



## **AGENDA**

**Regular Meeting of Council of the Village of Bawlf in the Province of Alberta  
Wednesday, June 20, 2018 – 7:00 pm  
Council Chambers**

### **1. CALL TO ORDER**

### **2. DELEGATIONS**

### **3. GENERAL GOVERNMENT**

- a) Agenda June 20, 2018  
**Motion** to adopt as presented
- b) Minutes of the Regular Meeting of Council May 16, 2018  
**Motion** to adopt as presented
- c) Accounts Payable – May 2018  
**Motion** to accept as information
- d) Financial Statements – May 2018  
**Motion** to adopt as presented

### **4. NEW BUSINESS**

- a) Jubilee Park Campground Rules & Regulations
- b) Policy No. 8, Operation of Skid Steer-Repeal
- c) Truck Route
- d) Public Participation Policy No. 52
- e) Council Participation in New MGA Legislation
- f) Back Alley Drainage Request – Lot 5,6, Block 4, Plan LVII
- g) Roadway and Alley Maintenance Schedule
- h) Member HydroVac/Flush Truck
- i) Sidewalk Repair

### **5. STANDING REPORTS**

- a) Mayor's Report
- b) CAO's Report
- c) Public Works Report
- d) Water-Sewer Report-Incl. in CAO Report
- e) Action List
- f) Board Reports:
  - Bawlf & District Recreation Association
  - Shirley McClellan Regional Water Services Commission
  - Regional Emergency Management Services Liaison
  - Fire Services Commission
  - Parkland Regional Library Board**Motion** to accept as information

## **CORRESPONDENCE**

- Battle River Community Foundation Newsletter

**6. In Camera**

**7. ADJOURNMENT**



## MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE VILLAGE OF BAWLF

In the Province of Alberta held on  
Wednesday May 16, 2018 at 7:00 p.m.  
In the Bawlf Village Office

### **PRESENT:**

Mayor J. DeMerchant  
Deputy Mayor B. Wells  
Councillor L. Thompson  
Councillor D. Adams  
CAO T. M. Ormsbee

### **REGRETS:**

Councillor P. Lorente

### **1. CALL TO ORDER**

Mayor J. DeMerchant called the meeting to order at 7:02 pm.

### **2. DELEGATIONS**

Brian King – 2017 Audit – 8:21pm

**Motion 77/18 Moved** By Councillor L. Thompson to approve the 2017 Audit Statements as presented by Brian King, Village of Bawlf Auditor. **CARRIED**

### **3. GENERAL GOVERNMENT**

#### **a) AGENDA**

**Motion 78/18 Moved** Deputy Mayor B. Wells to adopt the agenda for May 16, 2018 as presented. **CARRIED**

#### **b) MINUTES OF THE REGULAR MEETING OF COUNCIL APRIL 18, 2018**

**Motion 79/18 Moved By** Councillor L. Thompson to adopt as presented. **CARRIED**

#### **c) ACCOUNTS PAYABLE – APRIL 2018**

**Motion 80/18 Moved By** Mayor J. DeMerchant to accept as information. **CARRIED**

#### **d) FINANCIAL STATEMENTS – APRIL 2018**

**Motion 81/18 Moved By** Councillor D. Adams to adopt as presented. **CARRIED**

### **4. NEW BUSINESS**

#### **a) WATER METER RESERVE POLICY NO. 44**

**Motion 82/18 Moved By** Councillor L. Thompson to adopt the Water Reserve Policy No. 44R, with revised title of "Water Reserve Policy" and revised Purpose description of "water infrastructure repairs, replacement". **CARRIED**



b) *APRIL 20, 2018 VILLAGE DRAINAGE/FLOOD*

**Motion 83/18 Moved By** Mayor J. DeMerchant that he will draw up a letter to CP Rail, cc'ing Daysland Drainage Board, in regards to increasing the size of the culvert that runs under the railway tracks on the SW corner of Village property, that will be brought to the June 20, 2018 Council meeting for approval. Furthermore, that Public Works and Administration will get price quotes for approval on replacing the North end ditch culvert gate with a more feasible system for proper use.

**CARRIED**

c) *BASEMENT MOISTURE AT LOT 22, BLOCK 5, PLAN 0222155*

**Motion 84/18 Moved By** Mayor J. DeMerchant that the Village will hydrovac 5 holes, evenly spaced, from the North end of the above-noted property line to the South for approximately 150 ft. The holes will remain open for a minimum of 2 weeks for intermittent testing (approximately every couple of days) and monitoring but will be covered accordingly for safety. The vac truck should ensure that the initial holes are totally sucked dry and will use water from the County and not Bawlf treated water. Public Works employee, Terry Zapf, shall be allowed to enter the homeowners premises to collect water samples when required.

**CARRIED**

d) *HARVEST SUPPER/COMEDY NIGHT*

**Motion 85/18 Moved By** Councillor L. Thompson to approve for Administration to organize a Harvest Supper/Comedy night on October 27, 2018 pending event budget approval.

**CARRIED**

e) *VILLAGE TRUCK ROUTE AND SIGNAGE*

**Motion 86/18 Moved By** Mayor J. DeMerchant that "No Commercial Vehicles Over 1 Ton" be installed at all 3 entrances to the Village.

**CARRIED**

f) *VILLAGE OWNED 17.61 ACRES – A/4311AJ*

**Motion 87/18 Moved By** Mayor J. DeMerchant that Administration will draw up a lease agreement between the Village and Nikiforuk Farms that stipulates they can lease the above-mentioned property for one dollar and the Village and/or it's engineers, contractors or anyone else the Village requires, may be allowed access at any time on the land in regards to assessments, surveys, etc.

**CARRIED**

**5. STANDING REPORTS**

- a) Mayor's Report
- b) CAO's Report – n/a
- c) Public Works/Water & Wastewater Report – part of CAO report
- d) Administration Report – n/a
- e) Action List-n/a
- f) Board Reports:
  - Bawlf & District Recreation Association-Incl.
  - Shirley McClellan Regional Water Services Commission
  - Regional Emergency Management Services Liaison – n/a



- Fire Services Commission – n/a
- Parkland Regional Library Board – n/a

**Motion 88/18 Moved By** Mayor J. DeMerchant to accept the Standing Reports for the month of May as information. **CARRIED**

**6. CORRESPONDENCE**

- CDSS March 26, 2018 Board Minutes
- IDP/ICF Update Email from P.King, CAO, Camrose County

**Motion 89/18 Moved By** Councillor D. Adams to accept the correspondence as information.

**CARRIED**

**7. IN CAMERA**

**8. ADJOURNMENT**

Being that the agenda matters have been concluded, the meeting was adjourned at 7:54 pm

\_\_\_\_\_  
MAYOR J. DEMERCHANT

\_\_\_\_\_  
CAO – TRACY M. ORMSBEE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

# VILLAGE OF BAWLF

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## Cheque Listing For Council

2018-Jun-18  
10:25:28AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20180201	2018-05-09	226041 ALBERTA LTD	676	PAYMENT DRAINAGE DITCH SNOW REMO	1,559.25	1,559.25
20180202	2018-05-09	6S ENTERPRISES INC.	242	PAYMENT NON DRAINING CC 215 JAMIESC	609.00	609.00
20180203	2018-05-09	A-1 RENTALS	10132-1	PAYMENT REPAIR FLOATING PUMP	461.41	461.41
20180204	2018-05-09	ABC FIRE SAFETY 1993	6746	PAYMENT FIRE EXTINGUISHERS FOR VEH	509.78	509.78
20180205	2018-05-09	ACKLANDS - GRAINGER INC.	9775910129 9775910137	PAYMENT SCBA RECERTIFICATION SCBA RECERTIFICATION	731.62 1,338.90	2,070.52
20180206	2018-05-09	ALBERTA FIRE CHIEFS ASSOCIATION	IN18-348	PAYMENT SWAG FOR GARAGE SALE DAY/I	245.09	245.09
20180207	2018-05-09	BADGER TRENCHING	210067	PAYMENT FLOOD-EXCAVATOR TO BLOCK (	525.00	525.00
20180208	2018-05-09	CAMROSE BOOSTER	DA815058 DA816046	PAYMENT GARAGE SALE AD FD OPEN HOUSE AD	108.19 132.30	240.49
20180209	2018-05-09	CAMROSE COUNTY	20180569	PAYMENT APRIL PATROLS	798.00	798.00
20180210	2018-05-09	CLEARTECH INDUSTRIES INC.	743117	PAYMENT BOTTLED REGEANT-PLANT TES	171.47	171.47
20180211	2018-05-09	COUNTY ENVIRO PICKUP	7940	PAYMENT MAY GARBAGE-APR TIPPING FE	2,798.18	2,798.18
20180212	2018-05-09	ELECTRO TEL	125576	PAYMENT BACK DOOR ALARM PANEL	350.70	350.70
20180213	2018-05-09	EPCOR	APRIL POWER	PAYMENT 114 ALBERTA AVE.	30.64	30.64
20180214	2018-05-09	FRIEND, KEITH	MAR/APR	PAYMENT MAR&APR COVERAGE	274.02	274.02
20180215	2018-05-09	GOVERNMENT OF ALBERTA	APRIL	PAYMENT DEPOSIT	100.00	100.00
20180216	2018-05-09	HAUSER HOME HARDWARE	730705	PAYMENT MONITORING WELLS PADLOCK	19.92	19.92
20180217	2018-05-09	HI-WAY 9 EXPRESS LTD.	STR379920	PAYMENT INVENTORY	41.37	41.37
20180218	2018-05-09	KANN SUPPLY WATERWORKS	73404132-00	PAYMENT 209 MACRAE ST SEWER BLOCK	130.58	130.58
20180219	2018-05-09	MUNIWARE	20180275	PAYMENT MAY SUPPORT	317.63	317.63
20180220	2018-05-09	NU-COAT DECORATING LTD.	2948	PAYMENT WHT PAINT FOR WALLS	77.85	77.85
20180221	2018-05-09	RECEIVER GENERAL	APRIL	PAYMENT APRIL PAYROLL DEDUCTIONS R	4,660.83	4,660.83
20180222	2018-05-09	ROBBINS, JASPER	APRIL 30 PP	PAYMENT APRIL 30/18 PAY	247.61	247.61
20180223	2018-05-09	STERLING WATER CONDITIONING LTD.	18070	PAYMENT 14 20L PAILS CHLORINE	690.90	690.90
20180224	2018-05-09	T & K REPAIR LTD	1930	PAYMENT GRADER FUEL BLEED REPAIR	252.00	252.00
20180225	2018-05-09	THOMPSON, LEONARD R	MILEAGE	PAYMENT SMRWSC MEETING-STETTTLER	104.50	104.50
20180231	2018-05-30	A-1 RENTALS	103046-1	PAYMENT FLOOD TRASH PUMPS	940.13	940.13



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Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
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20180232	2018-05-30	ACE PLUMBING-HEATING-GAS SERVICES LTD	3264	PAYMENT 109 MACRAE ST SEWER BLOCK	357.00	357.00
20180233	2018-05-30	AGRITERRA EQUIPMENT	10321C	PAYMENT GRADER FRONT TIRE	272.56	272.56
20180234	2018-05-30	AMSC INSURANCE SERVICES LTD.	HSAPR2018-1 JUNE	PAYMENT HEALTH SPENDING ACCOUNT BI JUNE EMPLOYEE BENEFITS	552.82 970.68	1,523.50
20180235	2018-05-30	BOBCAT OF CAMROSE & RAY'S TRAILER SALES	180214REENTE 180430REENTE 180667 181769 182894 183302 183302-2 184911-2 185961 187531 24247R	PAYMENT FILTERS FOR BOBCAT-REENTER BOLT FOR BOBCAT-REENTER IN COUPLER FOR BOBCAT SWEEP HYD OIL RELAY/HEADLIGHT BULBS FOR I INSPECTION OF BOBCAT SPREA MISSED PORTION OF INV 18330 B/CAT SPRING FOR QUICK CONI B/CAT HYD FILTERS/OIL-MAINT BOBCAT QCK ATT/BUCKET/DOO NOT AN INVOICE-WAS REPAIR O	312.55 29.53 40.25 104.90 53.48 397.50 40.75 89.00 340.55 2,249.92 (1,529.92)	2,128.51
20180236	2018-05-30	CAMROSE COUNTY	20180629	PAYMENT REGIONAL ASSESSMENT REVIE	1,184.73	1,184.73
20180237	2018-05-30	CAMROSE MACHINE & WELDING	W013650	PAYMENT 215 JAMESON ST IRON	136.32	136.32
20180238	2018-05-30	CAMROSE MORNING NEWS	26251	PAYMENT COMMUNITY GARAGE SALE	118.13	118.13
20180239	2018-05-30	CITY OF CAMROSE	285521 286787	PAYMENT MAR.2018 LANDFILL FEES APR 2018	5.00 33.00	38.00
20180240	2018-05-30	D&G DISTRIBUTORS	0068077 0068156 0068167	PAYMENT GRASS HOPPERS FILTERS GRASSHOPPER BELT 722D 721D GRASSHOPPER MOWER	205.88 53.97 55.58	315.43
20180241	2018-05-30	HI-WAY 9 EXPRESS LTD.	0223715	PAYMENT FIRE HYD NIBLOCK ST	762.24	762.24
20180242	2018-05-30	KANN SUPPLY WATERWORKS	73404438-00	PAYMENT RAISE CC VLV/ REPLACE HYD N	3,982.83	3,982.83
20180243	2018-05-30	MAERTZ, DEANNA	05-12-18	PAYMENT FACE PAINTING/GLITTER TATOO	461.20	461.20
20180244	2018-05-30	MUNIWARE	20180478	PAYMENT SUPPORT - JUNE 2018	317.63	317.63
20180245	2018-05-30	SMRWSC, COUNTY OF STETTLER NO. 6	SMRWSC-0007	PAYMENT 2018 ADMIN & 2017 TRUE UP CO	3,270.92	3,270.92
20180246	2018-05-30	T & K REPAIR LTD	1943	PAYMENT GRADER- NEW ALTERNATOR	491.19	491.19
20180247	2018-05-30	TOWN OF DAYSLAND	20180008	PAYMENT CAMERA SEWER 109 MACRAE S	120.63	120.63
20180248	2018-05-30	WORKERS COMPENSATION BOARD	2016FUNDIST 2017ACT EARN 22964511 22964511-2 FEB 18 INST	PAYMENT 2016 FUNDING DISTRIBUTION CI 2017 ACTUAL EARNINGS EMPLOYEE WCB BALANCE OF INVOICE MISSED FEB 2018 INSTALLMENT	(890.85) (228.69) 244.55 437.49 682.05	244.55
20180249	2018-05-30	AMSC, (ALBERTA MUNICIPAL SERVICES CORPC	18-1023520	PAYMENT POWER TO APR 30/18	3,208.79	3,208.79
20180250	2018-05-30	ANKERTON GAS CO-OP	1324269 1324637 1324740 1324755 1324758 1324760	PAYMENT APRIL 2018 GAS APRIL 2018 GAS APRIL 2018 GAS APRIL 2018 GAS APRIL 2018 GAS APRIL 2018 GAS	45.94 229.55 125.62 127.28 29.40 27.60	899.67



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## Cheque Listing For Council

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10:25:28AM

Cheque			Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date	Vendor Name				
20180250	2018-05-30	ANKERTON GAS CO-OP	19867	BOILER REPAIR	244.26	899.67
20180251	2018-05-30	PITNEYWORKS	JAN-APR18 REFILLMAY/18	PAYMENT POSTAGE MACHINE JAN TO APR POSTAGE REFILL	56.54 420.00	476.54
20180252	2018-05-30	TELUS COMMUNICATIONS INC.	MAY/18-2174 MAY18	PAYMENT MAY 18 LIFT STATION MAY 18 PHONES	107.66 586.61	694.27
20180253	2018-05-30	UFA	111398451	PAYMENT APR 18 CARDLOCK	1,776.97	1,776.97
20180263	2018-05-31	209383 - CMHC, PCHS	201806051	PAYMENT CREDIT BALANCE PAID	100.00	100.00

**Total 41,108.48**

\*\*\* End of Report \*\*\*

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## Cheque Listing For Council

2018-Jun-18  
10:25:45AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20180226	2018-05-15					2,457.45
20180227	2018-05-15					520.04
20180228	2018-05-15					271.45
20180229	2018-05-15					2,228.96
20180230	2018-05-15					582.75
20180254	2018-05-31					2,457.45
20180255	2018-05-31					930.03
20180256	2018-05-31					110.00
20180257	2018-05-31					110.00
20180258	2018-05-31					2,399.51
20180259	2018-05-31					626.10
20180260	2018-05-31					150.00
20180261	2018-05-31					110.00
20180262	2018-05-31					487.99

**Total 13,441.73**

\*\*\* End of Report \*\*\*

# VILLAGE OF BAWLF

## REVENUE/EXPENSE REPORT

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2018-Jun-18  
10:27:19AM

General Ledger	Description	May 2018 Actual	2018 Budget Remaining \$	May 2018 Budget
<b>TAX REVENUE</b>				
1-00-110	TAXES - RESIDENTIAL	0.00	0.00	0.00
1-00-111	TAXES - RESIDENTIAL VACANT	0.00	0.00	0.00
1-00-112	TAXES - COMMERCIAL	0.00	0.00	0.00
1-00-113	TAXES - COMMERCIAL VACANT	0.00	0.00	0.00
1-00-114	TAXES - INDUSTRIAL	0.00	0.00	0.00
1-00-115	TAXES - AGRICULTURE	0.00	0.00	0.00
1-00-116	GRANTS IN LIEU	0.00	0.00	0.00
1-00-120	ASFF SCHOOL REQUISITION	0.00	0.00	0.00
1-00-190	TAXES - LINEAR	0.00	0.00	0.00
1-00-240	GRANTS IN LIEU	0.00	0.00	0.00
1-00-510	PENALTIES & COSTS ON TAXES	0.00	8,895.87	0.00
2-23-275	INSURANCE -VEHICLES	0.00	0.00	0.00
* TOTAL TAX REVENUE		0.00	8,895.87	0.00
<b>INVESTMENT REVENUE</b>				
1-00-550	RETURN ON INVESTMENTS	(10.02)	70.80	0.00
* TOTAL INVESTMENT REVENUE		(10.02)	70.80	0.00
<b>GENERAL REVENUE</b>				
1-12-410	SALE OF SERVICES	(25.00)	205.00	0.00
1-12-590	INSURANCE RECOVERY	0.00	0.00	0.00
1-12-595	LIBRARY BOARD UTILITY RECOVERY	0.00	0.00	0.00
1-12-741	MISCELLANEOUS FEES	0.00	0.00	0.00
* TOTAL GENERAL REVENUE		(25.00)	205.00	0.00
<b>GRANTS</b>				
1-12-730	FEDERAL UNCONDITIONAL GRANTS	0.00	0.00	0.00
1-12-740	PROVINCIAL UNCONDITIONAL GRANTS	0.00	0.00	0.00
1-12-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00
1-12-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00
1-12-850	COUNTY CONDITIONAL GRANTS	0.00	0.00	0.00
* TOTAL GRANTS		0.00	0.00	0.00
<b>FIRE REVENUE</b>				
1-23-110	SPECIAL TAX - FIRE	0.00	0.00	0.00
1-23-410	FIRE FIGHTING FEES CHARGED	0.00	0.00	0.00
1-23-411	MOTOR VEHICLE ACCIDENT FEES CHARGED	0.00	0.00	0.00
1-23-412	MUTUAL AIDE PROVIDED	0.00	0.00	0.00
1-23-430	FIRE EXPENSES RECOVERED	1,600.00	1,260.00	0.00
1-23-530	FIRE EXPENSES RECOVERED	0.00	0.00	0.00
1-23-570	FIRE DEPARTMENT DONATIONS	0.00	0.00	0.00
1-23-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00
1-23-850	COUNTY GRANT - SHARED SERVICE	0.00	19,406.25	0.00
1-23-851	FIRE TRAINING - SHARED	0.00	1,000.00	0.00
1-23-852	PAGER MAINTENANCE - SHARED	0.00	500.00	0.00
1-23-853	FIREFIGHTER INSURANCE - SHARED	0.00	0.00	0.00
1-23-854	PROTECTIVE EQUIPMENT - SHARED	0.00	0.00	0.00



# VILLAGE OF BAWLF

## REVENUE/EXPENSE REPORT

Page 2 of 8  
2018-Jun-18  
10:27:19AM

General Ledger	Description	May 2018 Actual	2018 Budget Remaining \$	May 2018 Budget
1-23-855	COUNTY OWNED TRUCK	0.00	0.00	0.00
1-23-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00
1-23-921	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00
1-23-940	TRANSFER FROM CAPITAL RESERVES	0.00	0.00	0.00
* TOTAL FIRE REVENUE		1,600.00	22,166.25	0.00
<b>BYLAW REVENUE</b>				
1-26-525	DOG LICENSES	(10.00)	2,440.00	0.00
1-26-530	BYLAW FINES	0.00	0.00	0.00
1-26-845	PROVINCIAL GRANT OPERATING	0.00	0.00	0.00
* TOTAL BYLAW REVENUE		(10.00)	2,440.00	0.00
<b>ROADS &amp; STREETS</b>				
1-32-110	SPECIAL TAX - STREET IMPROVEMENT	0.00	0.00	0.00
1-32-410	SALE OF GOODS & SERVICES	0.00	0.00	0.00
1-32-590	FRANCHISE FEES FORTIS	(1,058.16)	5,544.92	0.00
1-32-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00
1-32-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00
1-32-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00
1-37-840	PROVINCIAL CAPITAL GRANT	0.00	0.00	0.00
* TOTAL ROADS & STREETS		(1,058.16)	5,544.92	0.00
<b>WATER REVENUE</b>				
1-41-410	MONTHLY WATER FEES	(6,620.00)	32,803.66	0.00
1-41-412	BULK WATER SALES	0.00	0.00	0.00
1-41-511	WATER PENALTIES	(93.15)	779.54	0.00
1-41-845	PROVINCIAL GRANT - OPERATING	0.00	0.00	0.00
1-41-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00
* TOTAL WATER REVENUE		(6,713.15)	33,583.20	0.00
<b>SEWER REVENUE</b>				
1-42-410	MONTHLY SEWER FEES	(5,963.00)	29,544.06	0.00
1-42-511	SEWER PENALTIES	0.00	0.00	0.00
1-42-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00
1-42-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00
1-42-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00
* TOTAL SEWER REVENUE		(5,963.00)	29,544.06	0.00
<b>WASTE MANAGEMENT REVENUE</b>				
1-43-410	MONTHLY GARBAGE FEES	(2,208.00)	10,956.40	0.00
1-43-845	PROVINCIAL GRANT - OPERATING	0.00	0.00	0.00
1-43-412	MONTHLY RECYCLING FEES	0.00	0.00	0.00
* TOTAL WASTE MANAGEMENT REVENUE		(2,208.00)	10,956.40	0.00
<b>CAMROSE &amp; DISTRICT SUPPORT SER</b>				
1-51-590	REVENUE - OWN SOURCES	0.00	0.00	0.00
1-51-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	0.00
* TOTAL CAMROSE & DISTRICT SUPPO		0.00	0.00	0.00

# VILLAGE OF BAWLF

## REVENUE/EXPENSE REPORT

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2018-Jun-18  
10:27:19AM

General Ledger	Description	May 2018 Actual	2018 Budget Remaining \$	May 2018 Budget
<b>CEMETERY REVEUE</b>				
1-56-410	SALE OF CEMETERY PLOTS	0.00	0.00	0.00
1-56-570	CEMETERY DONATIONS	0.00	150.00	0.00
1-56-571	CEMETERY MAINTENANCE REVENUE	0.00	0.00	0.00
*	TOTAL CEMETERY REVEUE	0.00	150.00	0.00
<b>DEVELOPMENT REVENUE</b>				
1-61-410	DEVELOPMENT PERMITS & CHARGES	0.00	500.00	0.00
*	TOTAL DEVELOPMENT REVENUE	0.00	500.00	0.00
<b>LAND SALES</b>				
1-66-410	LAND SALES	0.00	0.00	0.00
*	TOTAL LAND SALES	0.00	0.00	0.00
<b>PARKS &amp; RECREATION REVENUE</b>				
1-72-110	SPECIAL TAX - RECREATION & PARKS	0.00	0.00	0.00
1-72-410	SALE OF SERVICES - FEES & CHARGES	0.00	0.00	0.00
1-72-560	PARK & CAMPGROUND RENTALS	(575.00)	575.00	0.00
1-72-570	PARK DONATIONS	0.00	0.00	0.00
1-72-590	INSURANCE RECOVERY	0.00	0.00	0.00
1-72-595	REC. BOARD UTILITIES RECOVERY	0.00	0.00	0.00
1-72-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00
1-72-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00
1-72-850	COUNTY CONDITIONAL GRANTS	0.00	0.00	0.00
*	TOTAL PARKS & RECREATION REVEN	(575.00)	575.00	0.00
<b>CULTURE REVENUE</b>				
1-74-560	HALL RENTALS	(150.00)	(1,700.00)	0.00
1-74-570	HALL DONATIONS	0.00	0.00	0.00
1-74-590	INSURANCE RECOVERY	0.00	0.00	0.00
1-74-593	SPECIAL EVENT REVENUES	0.00	0.00	0.00
*	TOTAL CULTURE REVENUE	(150.00)	(1,700.00)	0.00
<b>RESERVE TRANSFERS</b>				
1-97-920	TRANSFER FROM RESERVES	0.00	0.00	0.00
*	TOTAL RESERVE TRANSFERS	0.00	0.00	0.00
**	TOTAL REVENUE	(15,112.33)	112,931.50	0.00
<b>COUNCIL EXPENSES</b>				
2-11-130	COUNCIL - PAYROLL DEDUCTIONS	0.00	0.00	0.00
2-11-150	COUNCIL REMUNERATION	480.00	(4,330.00)	0.00
2-11-211	COUNCIL TRAVEL & SUBSISTENCE	104.50	(220.98)	0.00
2-11-214	COUNCIL PROFESSIONAL DEVT	0.00	0.00	0.00
*	TOTAL COUNCIL EXPENSES	584.50	(4,550.98)	0.00
<b>ADMINISTRATION EXPENSE</b>				



# VILLAGE OF BAWLF

## REVENUE/EXPENSE REPORT

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General Ledger	Description	May 2018 Actual	2018 Budget Remaining \$	May 2018 Budget
2-12-110	ADMINISTRATION - SALARIES	9,446.64	(50,136.56)	0.00
2-12-130	ADMINISTRATION - PAYROLL DEDUCTIONS	745.14	(3,982.72)	0.00
2-12-131	EMPLOYEE BENEFITS	1,051.60	(4,781.89)	0.00
2-12-211	TRAVEL & SUBSISTENCE	0.00	(58.24)	0.00
2-12-214	MEMBERSHIPS & PROFESSIONAL DEVT	(465.00)	(1,315.81)	0.00
2-12-600	BAD DEBTS	0.00	0.00	0.00
* TOTAL ADMINISTRATION EXPENSE		10,778.38	(60,275.22)	0.00
<b>OFFICE OPERATIONS</b>				
2-12-215	FREIGHT & POSTAGE	117.86	(432.12)	0.00
2-12-217	TELEPHONE/INTERNET	939.35	(2,917.28)	0.00
2-12-220	ADVERTIZING & PRINTING	0.00	0.00	0.00
2-12-225	VILLAGE PROMOTIONS	0.00	(322.50)	0.00
2-12-230	PROFESSIONAL & CONSULTING SERVICES	0.00	0.00	0.00
2-12-231	AUDITING SERVICES	0.00	0.00	0.00
2-12-232	ASSESSMENT SERVICES	0.00	(2,203.50)	0.00
2-12-233	ASSESSMENT REVIEW BOARD	1,154.37	(1,154.37)	0.00
2-12-234	LEGAL SERVICES	0.00	0.00	0.00
2-12-237	COMPUTER SOFTWARE	0.00	(1,094.09)	0.00
2-12-250	OFFICE REPAIRS & MAINTENANCE	334.00	(1,948.70)	0.00
2-12-253	TECHNICAL SUPPORT	605.00	(2,104.55)	0.00
2-12-258	OFFICE JANITORIAL CONTRACT	0.00	0.00	0.00
2-12-274	INSURANCE	682.04	(9,428.72)	0.00
2-12-341	LAND TITLES SERVICES	100.00	(100.00)	0.00
2-12-510	OFFICE SUPPLIES	75.14	(1,163.94)	0.00
2-12-511	MISCELLANEOUS	0.00	(150.00)	0.00
2-12-519	OTHER SERVICES	0.00	0.00	0.00
2-12-540	UTILITIES - GAS	99.94	(521.84)	0.00
2-19-150	ELECTION FEES	0.00	(100.00)	0.00
* TOTAL OFFICE OPERATIONS		4,107.70	(23,641.61)	0.00
<b>ADMIN-CAPITAL</b>				
2-12-762	CAPITAL PURCHASES	0.00	0.00	0.00
2-12-790	ADMINISTRATION-AMORTIZATION	0.00	0.00	0.00
* TOTAL ADMIN-CAPITAL		0.00	0.00	0.00
<b>REQUISITIONS</b>				
2-13-750	REQUISITION - SCHOOL	0.00	(20,818.38)	0.00
2-13-759	DAVE KNIPE MEMORIAL LIBRARY	0.00	0.00	0.00
* TOTAL REQUISITIONS		0.00	(20,818.38)	0.00
<b>FIRE EXPENSES</b>				
2-23-148	IN-SERVICE TRAINING	0.00	(354.75)	0.00
2-23-159	HONORARIUMS - ANNUAL & HOURLY	0.00	0.00	0.00
2-23-211	TRAVEL & SUBSISTENCE	0.00	0.00	0.00
2-23-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	0.00	0.00
2-23-215	FREIGHT & POSTAGE	56.81	(56.81)	0.00
2-23-217	TELEPHONE	162.48	(812.40)	0.00
2-23-220	ADVERTIZING & PRINTING	126.00	(126.00)	0.00
2-23-225	PUBLIC RELATIONS & PROMOTIONS	370.98	(543.48)	0.00



# VILLAGE OF BAWLF

## REVENUE/EXPENSE REPORT

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General Ledger	Description	May 2018 Actual	2018 Budget Remaining \$	May 2018 Budget
2-23-250	FIREHALL REPAIRS & MAINTENANCE	236.98	(2,569.84)	0.00
2-23-251	VILLAGE TRUCK REPAIRS	0.00	0.00	0.00
2-23-252	COUNTY TRUCK REPAIRS	0.00	0.00	0.00
2-23-253	COMMUNICATIONS REPAIRS & MAINTENANCE	0.00	0.00	0.00
2-23-254	PROTECTIVE EQUIPMENT & REPAIRS	0.00	0.00	0.00
2-23-270	CONTRACTED SERVICES	0.00	0.00	0.00
2-23-274	INSURANCE-FF'S, BUILDINGS	0.00	(3,963.72)	0.00
2-23-510	GOODS & SUPPLIES	0.00	(73.60)	0.00
2-23-511	MISCELLANEOUS	0.00	0.00	0.00
2-23-512	SMALL EQUIPMENT PURCHASES	0.00	0.00	0.00
2-23-521	FUEL & LUBE	0.00	(152.79)	0.00
2-23-540	FIRE HALL GAS	109.84	(884.62)	0.00
2-23-541	FIRE HALL POWER	118.66	(525.74)	0.00
2-23-750	DISPATCH AGREEMENT	0.00	0.00	0.00
2-23-751	MUTUAL AIDE RESPONSE CHARGES	0.00	0.00	0.00
2-23-920	TRANSFER TO RESERVES	0.00	0.00	0.00
2-00-910	GAIN/LOSS ON DISPOSAL OF ASSETS	0.00	0.00	0.00
* TOTAL FIRE EXPENSES		1,181.75	(10,063.75)	0.00
<b>BYLAW ENFORCEMENT</b>				
2-26-270	BYLAW ENFORCEMENT OFFICER	760.00	(3,182.50)	0.00
2-26-234	LEGAL SERVICES	0.00	0.00	0.00
2-26-510	BYLAW SUPPLIES	0.00	0.00	0.00
* TOTAL BYLAW ENFORCEMENT		760.00	(3,182.50)	0.00
<b>FIRE - CAPITAL</b>				
2-23-762	CAPITAL PURCHASES	0.00	0.00	0.00
2-23-790	FIRE - AMORTIZATION	0.00	0.00	0.00
* TOTAL FIRE - CAPITAL		0.00	0.00	0.00

# VILLAGE OF BAWLF

## REVENUE/EXPENSE REPORT

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General Ledger	Description	May 2018 Actual	2018 Budget Remaining \$	May 2018 Budget
<b>PUBLIC WORKS SALARIES &amp; WAGES</b>				
2-32-110	PW - SALARIES	5,723.41	(22,769.10)	0.00
2-32-130	PW - PAYROLL DEDUCTIONS	409.63	(1,697.21)	0.00
2-32-131	EMPLOYEE BENEFITS	638.36	(3,198.30)	0.00
* TOTAL PUBLIC WORKS SALARIES &		6,771.40	(27,664.61)	0.00
<b>PUBLIC WORKS OPERATIONS</b>				
2-32-217	TELEPHONE	85.44	(427.20)	0.00
2-32-230	PROFESSIONAL CONSULTING	0.00	(5,941.89)	0.00
2-32-250	ROADWAY REPAIRS & MAINTENANCE	0.00	0.00	0.00
2-32-270	CONTRACTED SERVICES	0.00	0.00	0.00
2-32-274	INSURANCE	0.00	(2,001.82)	0.00
2-32-510	GOODS & SUPPLIES	12.97	(1,313.14)	0.00
2-32-511	MISCELLANEOUS GENERAL SERVICES	0.00	0.00	0.00
2-32-521	FUEL & LUBE	805.41	(3,675.19)	0.00
2-32-540	UTILITIES - STREET LIGHTS	1,188.87	(5,894.13)	0.00
2-32-762	CAPITAL	0.00	0.00	0.00
2-32-790	PUBLIC WORKS AMORTIZATION	0.00	0.00	0.00
* TOTAL PUBLIC WORKS OPERATIONS		2,092.69	(19,253.37)	0.00
<b>DRAINAGE</b>				
2-37-250	DRAINAGE - REPAIRS & MAINTENANCE	3,767.30	(5,741.58)	0.00
2-37-230	PROFESSIONAL & CONSULTING SERVICES	0.00	0.00	0.00
2-37-750	REQUISITION - DRAINAGE	0.00	0.00	0.00
* TOTAL DRAINAGE		3,767.30	(5,741.58)	0.00
<b>WATER OPERATIONS</b>				
2-41-110	SALARIES & WAGES - WATER	1,077.03	(4,183.40)	0.00
2-41-130	CPP, EI CONTRIBUTIONS - WATER	98.31	(387.27)	0.00
2-41-211	TRAVEL & SUBSISTENCE - WATER	0.00	0.00	0.00
2-41-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	0.00	0.00
2-41-217	TELEPHONE	152.69	(763.45)	0.00
2-41-224	MUNICIPAL MEMBERSHIP	0.00	0.00	0.00
2-41-230	PROFESSIONAL & CONSULTING SERVICES	0.00	0.00	0.00
2-41-240	CUSTOMER BILLING	0.00	(506.15)	0.00
2-41-250	REPAIRS & MAINTENANCE	3,923.00	(4,421.55)	0.00
2-41-270	WATER - CONTRACT	274.02	(274.02)	0.00
2-41-274	INSURANCE PREMIUMS	0.00	(3,218.97)	0.00
2-41-510	GOODS & SUPPLIES	18.97	(102.05)	0.00
2-41-540	UTILITIES-GAS	129.70	(815.48)	0.00
2-41-750	REQUISITION - SMRWSC	3,270.92	(7,596.36)	0.00
2-41-762	CAPITAL PURCHASES	0.00	0.00	0.00
2-41-790	WATER SYSTEM - AMORTIZATION	0.00	0.00	0.00
* TOTAL WATER OPERATIONS		8,944.64	(22,268.70)	0.00
<b>SEWER OPERATIONS</b>				
2-42-000	OTHER - DAYS LAND DRAINAGE	0.00	0.00	0.00
2-42-110	SALARIES & WAGES - SEWER	577.19	(3,243.01)	0.00
2-42-130	CPP, EI CONTRIBUTIONS - WATER	53.01	(282.56)	0.00

# VILLAGE OF BAWLF

## REVENUE/EXPENSE REPORT

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General Ledger	Description	May 2018 Actual	2018 Budget Remaining \$	May 2018 Budget
2-42-211	TRAVEL & SUBSISTENCE	0.00	0.00	0.00
2-42-214	MEMBERSHIPS & PROFESSIONAL DEVELOPMENT	0.00	0.00	0.00
2-42-217	TELEPHONE	102.53	(512.65)	0.00
2-42-230	PROFESSIONAL & CONSULTING - SEWER	0.00	0.00	0.00
2-42-240	CUSTOMER BILLING	0.00	(506.16)	0.00
2-42-250	REPAIRS & MAINTENANCE - SEWER	124.36	(1,343.09)	0.00
2-42-270	SEWER - CONTRACT	0.00	0.00	0.00
2-42-274	INSURANCE PREMIUMS	0.00	(492.73)	0.00
2-42-410	BANK LOAN	0.00	0.00	0.00
2-42-510	GOODS & SUPPLIES	0.00	(371.40)	0.00
2-42-540	UTILITIES-GAS	89.98	(756.86)	0.00
2-42-762	CAPITAL	0.00	0.00	0.00
2-42-790	WASTE & SEWER AMORTIZATION	0.00	0.00	0.00
2-42-830	LAGOON DEBENTURE PAYMENTS	0.00	0.00	0.00
2-42-831	LAGOON DEBENTURE INTEREST	0.00	0.00	0.00
2-42-832	DEBENTURE PRINCIPAL PMT MACRAE STREET	0.00	0.00	0.00
2-74-790	AMORTIZATION	0.00	0.00	0.00
* TOTAL SEWER OPERATIONS		947.07	(7,508.46)	0.00
<b>WASTE MANAGEMENT</b>				
2-43-270	GARBAGE - CONTRACT	1,500.65	(6,602.80)	0.00
2-43-260	RENTAL OF MACHINERY & EQUIPMENT	0.00	0.00	0.00
2-43-350	LANDFILL FEES	452.00	(2,858.59)	0.00
2-43-510	GOODS & SUPPLIES	0.00	0.00	0.00
2-44-350	RECYCLING CHARGES	770.00	(3,850.00)	0.00
* TOTAL WASTE MANAGEMENT		2,722.65	(13,311.39)	0.00
<b>CAMROSE &amp; DISTRICT SUPPORT SER</b>				
2-51-750	REQUISITION - CDSS	0.00	(2,867.76)	0.00
2-51-770	GRANTS TO ORGANIZATIONS	0.00	0.00	0.00
2-51-840	CONDITIONAL GRANTS TO CDSS	0.00	0.00	0.00
* TOTAL CAMROSE & DISTRICT SUPPO		0.00	(2,867.76)	0.00
<b>CEMETERY OPERATIONS</b>				
2-56-250	CEMETERY REPAIRS & MAINTENANCE	0.00	0.00	0.00
2-56-510	GENERAL GOODS & SERVICES	0.00	0.00	0.00
* TOTAL CEMETERY OPERATIONS		0.00	0.00	0.00
<b>PLANNING &amp; DEVELOPMENT</b>				
2-61-237	MAPPING	0.00	0.00	0.00
2-61-750	REQUISITION - PLANNING	0.00	(1,506.75)	0.00
2-66-120	COSTS - LAND SALES	0.00	0.00	0.00
2-66-230	PROFESSIONAL & CONSULTING	0.00	0.00	0.00
* TOTAL PLANNING & DEVELOPMENT		0.00	(1,506.75)	0.00
<b>PARKS &amp; RECREATION</b>				
2-72-110	RECREATION & PARKS - SALARIES	132.60	(132.60)	0.00
2-72-115	STEP WAGES	0.00	0.00	0.00



# VILLAGE OF BAWLF

## REVENUE/EXPENSE REPORT

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General Ledger	Description	May 2018 Actual	2018 Budget Remaining \$	May 2018 Budget
2-72-130	RECREATION & PARKS - PAYROLL DEDUCTIONS	8.13	(8.13)	0.00
2-72-131	EMPLOYEE BENEFITS	0.00	0.00	0.00
2-72-211	TRAVEL & SUBSISTENCE	0.00	0.00	0.00
2-72-220	ADVERTIZING & PRINTING	0.00	0.00	0.00
2-72-250	REPAIRS & MAINTENANCE	127.10	(127.10)	0.00
2-72-270	CONTRACTED SERVICES	0.00	0.00	0.00
2-72-510	GOODS & SUPPLIES	0.00	0.00	0.00
2-72-521	FUEL & LUBE	0.00	0.00	0.00
2-72-540	UTILITIES - GAS	0.00	0.00	0.00
2-72-274	INSURANCE PREMIUMS	0.00	(1,143.53)	0.00
2-72-750	REQUISITIONS - RECREATION	0.00	0.00	0.00
2-72-762	CAPITAL PURCHASES	0.00	0.00	0.00
2-72-770	GRANTS TO ORGANIZATIONS	0.00	(4,050.00)	0.00
2-72-780	RECREATION TRAIL RESERVE	0.00	0.00	0.00
2-72-790	RECREATION - AMORTIZATION	0.00	0.00	0.00
2-13-770	GRANTS TO ORGANIZATIONS	0.00	0.00	0.00
* TOTAL PARKS & RECREATION		267.83	(5,461.36)	0.00
<b>CULTURE</b>				
2-74-250	REPAIRS & MAINTENANCE	0.00	0.00	0.00
2-74-274	INSURANCE PREMIUMS	0.00	(83.22)	0.00
2-74-510	GOODS & SUPPLIES - NEW HALL	0.00	251.00	0.00
2-74-540	UTILITIES	0.00	0.00	0.00
2-74-584	SPECIAL EVENTS	0.00	0.00	0.00
2-74-750	REQUISITION - PARKLAND LIBRARY	0.00	(1,713.32)	0.00
2-74-761	CONTRIBUTED TO OTHER OPERATING FNC.	0.00	(1,816.00)	0.00
2-74-770	TRANSFER TO OTHER ORGANIZATIONS	0.00	0.00	0.00
2-74-775	BAWLF PUBLIC LIBRARY APPROPRIATION	0.00	(3,000.00)	0.00
2-74-831	DEBENTURE INTEREST	0.00	0.00	0.00
* TOTAL CULTURE		0.00	(6,361.54)	0.00
<b>GENERAL</b>				
2-97-990	GENERAL CONTINGENCY	0.00	0.00	0.00
* TOTAL GENERAL		0.00	0.00	0.00
** TOTAL EXPENSES		42,925.91	(234,477.96)	0.00
*** SURPLUS/DEFICIT		27,813.58	(121,546.46)	0.00

\*\*\* End of Report \*\*\*

**VILLAGE OF BAWLF**  
**Request for Decision (RFD)**

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>Wednesday June 20, 2018</b>
<b>Originated By:</b>	<b>Tracy M. Ormsbee - CAO</b>
<b>Title:</b>	<b>Campground Rules &amp; Regulations</b>

**BACKGROUND/PROPOSAL:**

Part of our campground upgrades/maintenance project this summer as well as to due with lack of knowledge of Bawlf policies and bylaws by campers pulling in, Administration would like to install signage when entering the campground containing info in regards to rules, regulations and registration.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Suggested items to be listed on sign:

- Register at the Bawlf Country Store
- Pets must be leashed at all times
- Quiet time – 10pm-7am, Noise Bylaw 549/07
- Adhere to Fire Bans

**COSTS/SOURCE OF FUNDING (if applicable)**

Sign/post/freight - Approx. \$150

**RECOMMENDED ACTION:**

That Bawlf Council discuss and determine what stipulations should be on the sign for Jubilee Park Campground and direct Administration to order the sign & post and have PW install on main entrance to the campground.

**VILLAGE OF BAWLF**  
**Request for Decision (RFD)**

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>Wednesday June 20, 2018</b>
<b>Originated By:</b>	<b>Tracy M. Ormsbee - CAO</b>
<b>Title:</b>	<b>Policy No. 8, Operation of Skid Steer-Repeal</b>

**BACKGROUND/PROPOSAL:**

Policy No. 8, Operation of Skid Steer has been replaced with Policy No. 33, Use of Village Vehicles and Equipment and should therefore be repealed.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Policy No. 8 is no longer required.

**COSTS/SOURCE OF FUNDING (if applicable)**

**RECOMMENDED ACTION:**

That Bawlf Council repeal Policy No. 8, Operation of Skid Steer as all Village equipment is covered under Policy No.





<b>Signed Date:</b> June 19, 2007	<b>Motion:</b> 131/07 <b>Date:</b> June 19, 2007
<b>Signed Date:</b> December 21, 2016	<b>Motion:</b> 182/16 <b>Date:</b> December 21, 2016
<b>Title:</b> Operation of Skid Steer	<b>Policy No. 8</b>

**Purpose:**

To establish standards for the operation of the Skid Steer.

**Principles/Guidelines:**

No unauthorized personal shall run the Skid Steer unless authorized in writing by the CAO.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO



<b>Signed Date:</b> September 21, 2016	<b>Motion:</b> 121/16 <b>Date:</b> September 21, 2016
<b>Title:</b> Use of Village Vehicles and Equipment	<b>Policy No. 33</b>

**Purpose:**

The Village of Bawlf will endeavor to ensure the safe operation of Village vehicles and equipment on all streets, roadways and alleys.

**Principles/Guidelines:**

1. Public Works employees have the use of all Village owned vehicles and equipment.
2. Use of Village vehicles and equipment during non-regular operating hours is strictly prohibited unless it is an emergency deemed by the Mayor and/or CAO and the employee must have approval directly from either the Mayor or CAO.
3. Employees driving vehicles or equipment shall have the appropriate training and operators license.
4. Employees are expected to follow all traffic and safety rules and regulations.
5. Any employee who receive a traffic fine or infraction shall be responsible for the timely payment of those fine(s).
6. Any fine that remains unpaid will result in disciplinary measures being taken.
7. All vehicles and equipment must be maintained regularly as per the Village Service Levels, Section VI. Roads and Public Works, B. Building, Vehicle and Equipment Maintenance.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO

**VILLAGE OF BAWLF**  
**Request for Decision (RFD)**

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>Wednesday June 20, 2018</b>
<b>Originated By:</b>	<b>Tracy M. Ormsbee - CAO</b>
<b>Title:</b>	<b>Truck Route and Signage Clarification</b>

**BACKGROUND/PROPOSAL:**

At the May 16, 2018 Regular Council meeting, the following motion was made:

a) *VILLAGE TRUCK ROUTE AND SIGNAGE*

**Motion 86/18 Moved By** Mayor J. DeMerchant that "No Commercial Vehicles Over 1 Ton" be installed at all 3 entrances to the Village.

**CARRIED**

Due to numerous inquiries and concerns with the wording of this motion and the conflicting meaning of it, Council should repeal motion 86/18 and stipulate exactly what they are proposing for a truck route with proper signage.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

To restrict heavy vehicles and equipment from using certain roadways outside of "regular" deliveries (furniture, etc.) and to ensure that proper signage is installed.

**COSTS/SOURCE OF FUNDING (if applicable)**

Signs – Depending on how many signs are required (approx. \$140/sign/post)

**RECOMMENDED ACTION:**

That Bawlf Council repeal motion /18, discuss truck route and proper signage and to direct Administration to order signs/posts.



**VILLAGE OF BAWLF**  
**Request for Decision (RFD)**

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>Wednesday June 20, 2018</b>
<b>Originated By:</b>	<b>Tracy M. Ormsbee - CAO</b>
<b>Title:</b>	<b>Public Participation Policy No. 52</b>

**BACKGROUND/PROPOSAL:**

As part of the new MGA requirements, all municipalities must have a Public Participation Policy in place by July 23, 2018.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

The following policy No. 52 was created in conjunction with MGA requirements and based on a standard policy that other municipalities have put in place.

**COSTS/SOURCE OF FUNDING (if applicable)**

N/A

**RECOMMENDED ACTION:**

That Bawlf Council approve the Public Participation Policy No. 52.



<b>Signed Date:</b> June 20, 2018	<b>Motion:</b> /18 <b>Date:</b> June 20, 2018
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<b>Title:</b> <b>Public Participation Policy</b>	<b>Policy No. 52</b>
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#### **POLICY:**

In accordance with Section 216.1 of the *Municipal Government Act*, this Public Participation Policy has been developed to recognize the value of public participation and create opportunities for meaningful public participation in decisions that directly impact the public.

This Public Participation Policy is in addition to and does not modify or replace the statutory public hearing requirements in the *Municipal Government Act*.

#### **PURPOSE:**

Council recognizes that good governance includes engaging Municipal Stakeholders in Public Participation by:

1. Creating opportunities for Municipal Stakeholders who are affected by a decision to influence the decision;
2. Promoting sustainable decisions by recognizing various Municipal Stakeholder interests;
3. Providing Municipal Stakeholders with the appropriate information and tools to engage in meaningful participation; and
4. Recognizing that although Councillors are elected to consider and promote the welfare and interest of the Municipality as a whole and are generally required to vote on matters brought before Council, facilitating Public Participation for matters beyond those where public input is statutorily required can enrich the decision making process.

#### **DEFINITIONS:**

1. "**CAO**" means the Chief Administrative Officer of the Municipality or their delegate.
2. "**Municipal Stakeholders**" means the residents of the Municipality, as well as other individuals, organizations or persons that may have an interest in, or are affected by, a decision made by the Municipality.
3. "**Municipality**" means the Village of Bawlf.
4. "**Public Participation**" includes a variety of non-statutory opportunities where Municipal Stakeholders receive information and/or provide input to the Municipality.
5. "**Public Participation Plan**" means a plan which identifies which Public Participation Tools to be used to obtain public input in a particular circumstance.
6. "**Public Participation Tools**" means the tools that may be used, alone or in combination, to create Public Participation opportunities including, but not limited to:



- a) in-person participation which may include at-the-counter interactions, door knocking, interviews, meetings, round-tables, town halls, open houses and workshops;
- b) digital participation which may include online workbooks, chat groups, webinars, message boards/discussion forums, and online polls or surveys;
- c) written participation which may include written submissions, email, and mailing surveys, polls and workbooks; and
- d) representative participation which may include being appointed to an advisory committee, ad hoc committee or citizen board.

#### **POLICY RESPONSIBILITIES:**

##### **Council Responsibilities**

Council shall:

- a) review and approve Public Participation Plans developed by the CAO in accordance with this Policy or as directed by Council;
- b) consider input obtained through Public Participation; and
- c) review this Policy to ensure the Policy complies with all relevant legislation, municipal policies and the spirit and intent of Public Participation.

##### **Administration Responsibilities**

The CAO shall:

- a) in accordance with this Policy or as directed by Council, develop Public Participation Plans, for Council approval;
- b) implement approved Public Participation Plans; and
- c) report the findings of the Public Participation to Council.

#### **POLICY EXPECTATIONS:**

##### **Legislative and Policy Implications**

- a) All Public Participation will be undertaken in accordance with the *Municipal Government Act*, the *Freedom of Information and Protection of Privacy Act* and any other applicable legislation.
- b) All Public Participation will be undertaken in accordance with all existing municipal policies.
- c) This Policy shall be available for public inspection and may be posted to the Municipality's website.
- d) This Policy will be reviewed at least once every four years.

##### **Public Participation Standards**

- a) Municipal Stakeholders who participate in any manner of Public Participation are required to be respectful and constructive in their participation. Municipal Stakeholders who are disrespectful, inappropriate or offensive, as determined by Administration, may be excluded from Public Participation opportunities.
- b) The results of Public Participation will be made available to Council and Municipal Stakeholders in a timely manner in accordance with municipal policies.

#### **PUBLIC PARTICIPATION PLANS:**

When so directed by this Policy or Council, the CAO shall implement the Public Participation Plan which shall include the following:

- the nature of the matter for which Public Participation is being sought;
- the impact of the matter on Municipal Stakeholders;
- the demographics of potential Municipal Stakeholders in respect of which Public Participation Tools to utilize, level of engagement and time for input;



- the timing of the decision and time required to gather input;
- what information is required, if any, to participate; and
- available resources and reasonable costs.

Public Participation Plans will, at minimum, include the following:

- a communication plan to inform the public about the Public Participation plan and opportunities to provide input;
- identification of which Public Participation Tools will be utilized;
- timelines for participation;
- information about how input will be used;
- the location of information required, if any, to inform the specific Public Participation.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CAO

\_\_\_\_\_  
DATE

**VILLAGE OF BAWLF**  
**Request for Decision (RFD)**

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>Wednesday June 20, 2018</b>
<b>Originated By:</b>	<b>Tracy M. Ormsbee - CAO</b>
<b>Title:</b>	<b>Council Participation in New MGA Requirements</b>

**BACKGROUND/PROPOSAL:**

Many new requirements have been put in place and legislated that Council needs to be up-to-date on and have a full comprehension of what is required of Councils over the next couple of years.

Mainly Municipal Affairs and AUMA have held numerous workshops and information sessions to ensure that Council has a clear and precise understanding of what all these new requirements entail as well as informing Council of where tools and documentation can be found to assist with these new changes.

The Village also held a meeting with Sage Group, Camrose County and Rosalind to discuss the ICF and IDP process. Sage Group is the firm that was awarded the project by Camrose County to ensure all these new agreements are done accordingly and in place by the deadlines.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Mayor would like to discuss the importance of all Council members attending these workshops/sessions.

**COSTS/SOURCE OF FUNDING (if applicable)**

**RECOMMENDED ACTION:**

That Bawlf Council discuss the importance of attending training workshops/sessions.

**VILLAGE OF BAWLF**  
**Request for Decision (RFD)**

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>Wednesday June 20, 2018</b>
<b>Originated By:</b>	<b>Tracy M. Ormsbee - CAO</b>
<b>Title:</b>	<b>Back Alley Drainage Request – Lot 5,6, Block 4, Plan LVII</b>

**BACKGROUND/PROPOSAL:**

The resident at Lot 5,6, Block 4, Plan LVII, has requested that Council discuss the best option to maintain the back alley at his property.

There is currently a pipe running along the "driveway" for drainage that has been broken and one section was removed in 2017.

Council has met with the homeowner a couple of times and discussed what options are available.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

What is the best way to maintain this back alley? Remove the pipe and ensure there are swales to ensure proper drainage?

**COSTS/SOURCE OF FUNDING (if applicable)**

**RECOMMENDED ACTION:**

That Bawlf Council discuss the best way to repair/maintain the back alley to ensure proper drainage.



**VILLAGE OF BAWLF**  
**Request for Decision (RFD)**

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>Wednesday June 20, 2018</b>
<b>Originated By:</b>	<b>Tracy M. Ormsbee - CAO</b>
<b>Title:</b>	<b>Roadway and Alley Maintenance Schedule</b>

**BACKGROUND/PROPOSAL:**

Council has requested that Terry (Water/Sewer/Roads Operator) is to concentrate on starting to survey and grade all roadways and alleys in the Village this summer.

I would like to request that Council give me direction as to a schedule for which roads and alleys they feel should be started first and in which order.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

This will enable myself to give the operator clear and concise direction on which areas should be concentrated on first to bring the roadways in the Village up to par effectively.

**COSTS/SOURCE OF FUNDING (if applicable)**

**RECOMMENDED ACTION:**

That Bawlf Council discuss a schedule for concise direction to appropriate employees.

**VILLAGE OF BAWLF**  
**Request for Decision (RFD)**

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>Wednesday June 20, 2018</b>
<b>Originated By:</b>	<b>Tracy M. Ormsbee - CAO</b>
<b>Title:</b>	<b>Member Hydro Vac Flush Truck</b>

**BACKGROUND/PROPOSAL:**

At the January 17, 2018 Regular Council meeting, the following motion was made:

a) *BASHAW FLUSH TRUCK*

**Motion 5/18 Moved By** Mayor J. DeMerchant that the Village is in for the purchase of a new/used flush truck with boiler unit at an approximate total cost of \$55,000-\$60,000 that will be split amongst the current members in the agreement (Bashaw, Rosalind, Bawlf). Administration will look into the possibility of utilizing BMTG (Basic Municipal Transportation Grant) funds for the purchase. Bawlf Council also agrees that a usage fee of \$210.00 for external users seems sufficient.

**CARRIED**

Since then, the truck that Bashaw was looking into purchasing became unavailable. Any suitable units that they have found are round the \$100K. In saying that, they are still hunting around for deals. The challenge with finding deals is that they would need to respond fast to purchase.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Following is a funding schedule based on population and percentage and cost of the truck: (information summary from Bashaw is attached)

Funding proposed as reflected below:

		Percentage	\$55,000.00	\$60,000.00	\$75,000.00	\$100,000.00
Rosalind	188	0.13	\$7,180.56	\$7,833.33	\$9,791.67	\$13,055.56
Bawlf	422	0.29	\$16,118.06	\$17,583.33	\$21,979.17	\$29,305.56
Bashaw	830	0.58	\$31,701.39	\$34,583.33	\$43,229.17	\$57,638.89
	1440		\$55,000.00	\$60,000.00	\$75,000.00	\$100,000.00

We need to revisit the cost discussion to determine a range that Council feels comfortable with to approve which will make it feasible for Bashaw to respond immediately when a deal is found.

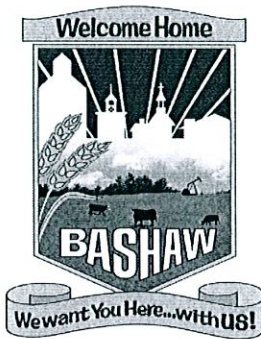
Following is a draft amended agreement as per previous meetings/discussion with Rosalind and Bashaw as well as a copy of the minutes from our last meeting.

**COSTS/SOURCE OF FUNDING (if applicable)**

**RECOMMENDED ACTION:**

That Bawlf Council discuss a maximum price range for the purchase of a newer flush truck with the capability to be usable during the winter months and to approve the revised agreement if feasible.





## Town of Bashaw

### Information Summary

Meeting:	Regular Council
Date Prepared:	June 13, 2018
Prepared by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	Regional Flush Truck Update

### **Background/Proposal:**

Regional Flush Truck participating members; Bashaw, Rosalind and Bawlf, met on November 29, 2017. The agreement was scheduled to expire the end of December 2017. The minutes from the meeting are attached.

### **History:**

Follow up from the meeting:

1. The group requested letters inviting additional members be sent out to neighboring municipalities. Letters were sent to: Hay Lakes, Ferintosh, Edberg, Donalda, Clive, Alix, and Forestburg.  
Municipalities that declined: Hay Lakes, Ferintosh, Edberg, Alix and Forestburg.  
Donalda was very keen to join, and it appears the situation has changed for their municipality. A viability review has been requested by their residents. They appear to be willing to access the unit for full price, and not prepared to commit to becoming a participating member.  
Clive anticipates accessing the unit this summer and will provide their decision once they have used the unit. They are prepared to pay full price to access the unit for their trial.
2. Issues or changes to the agreement – at the meeting all members were accepting of current arrangements within the agreement.
3. Capital contributions, for replacement unit. At the time all were willing to contribute \$1500 annually to begin saving for replacement.
4. External Member price: Historically was \$180.00 per hour, the group requested research be completed as to what current hydro vac companies charged hourly to determine pricing.

Research was completed, the pricing that was approved by Bawlf and Rosalind was \$ 210.00. per hour. This pricing has been implemented.

5. New Member consideration: At the meeting the group expressed support for having Donalda join at no additional cost. They would like to see additional members to offset the annual costs.
6. Agreement Renewal: The term to be a 5 – year renewable term.  
Discussion transpired regarding the current flush truck being unavailable for use during the winter months.

The discussion spurred research into a replacement unit. A suitable replacement had been located for \$55 000-\$60 000 however it was sold before approval to purchase; was obtained.

Bashaw Administration began the discussion with member municipalities to

consider pre-approving a funding range to enable purchase when a suitable replacement was located.

Funding proposed as reflected below:

		Percentage	\$55,000.00	\$60,000.00	\$75,000.00	\$100,000.00
Rosalind	188	0.13	\$7,180.56	\$7,833.33	\$9,791.67	\$13,055.56
Bawlf	422	0.29	\$16,118.06	\$17,583.33	\$21,979.17	\$29,305.56
Bashaw	830	0.58	\$31,701.39	\$34,583.33	\$43,229.17	\$57,638.89
	1440		\$55,000.00	\$60,000.00	\$75,000.00	\$100,000.00

This discussion was forwarded via email to participating member administration to discuss with their respective councils.

Responses Received:

*-Village of Rosalind is willing to pay more for our per capita share for the Regional Flush truck. We have increased our budget to \$ 13,000.00.*

*-(Village of Bawlf) Motion 5/18 moved by Mayor J. DeMerchant that the Village is in for the purchase of a new/used flush truck with boiler unit at an approximate cost of \$ 55000-\$60000 that will be split amongst the current members in the agreement (Bashaw, Rosalind, Bawlf). Administration will look into the possibility of utilizing BMTG funds for the purchase. Bawlf council also agrees that a usage fee of \$ 210.00 for external users seems sufficient.*

*-(Town of Bashaw) MOTION #102-2018 MOVED by Councillor Schultz to approve purchase of a Regional Flush truck within the cost range of \$55,000 to \$100,000 contingent upon Bawlf and Rosalind's approvals.*

Discussion/Options/Benefits/Disadvantages:

Outstanding:

1. The Agreement – It has not been generated, as we were awaiting response of additional members. Bashaw Administration will generate the agreement with existing members and then we will add the new members as we receive approvals.
2. Purchase of New Boiler Flush Truck – We have two out of three approvals for the higher range. Bashaw Administration will require clarity on how to proceed. It would appear at this time the approval would be for only \$ 60,000, however Bashaw has approved their full portion (\$57,638.00) of the higher purchase price of \$ 100,000 in their capital budget.
3. This information summary will be provided to the member municipalities to provide information.

Costs/Source of Funding (if applicable)

Each municipality will manage the funding of their per capita portion.

Recommended Action:

1. Purchase of New Boiler Truck – Confirm the price range that is agreeable to all member municipalities.
2. Determine if a meeting is required to come to a decision about the price range.



Dated this \_\_\_\_ day of \_\_\_\_\_.

AGREEMENT FOR REGIONAL SEWER FLUSH TRUCK c/w HYDROVAC UNIT

Between

**TOWN OF BASHAW**  
("Member Municipality / Managing Partner")

- and -

**VILLAGE OF BAWLF**  
**VILLAGE OF ROSALIND**  
("Member Municipality")

WHEREAS, the aforementioned Member Municipalities have joined together to form the REGIONAL MUNICIPALITIES' MEMBERSHIP for the shared ownership of a Regional Sewer Flush Truck Unit and

FURTHERMORE, the intent of the Regional Municipalities' Membership is to share the operational and maintenance costs of the Regional Sewer Flush Truck Unit and

THEREFORE, the Town of Bashaw, as the Managing Partner of the 2009 Municipal Sponsorship Program grant, jointly purchased the Regional Sewer Flush Truck Unit for the Regional Municipalities' Membership.

The REGIONAL MUNICIPALITIES' MEMBERSHIP has agreed to the following:

**1. AGREEMENT:**

- 1.1 This Agreement is the whole Agreement between the Regional Municipalities' Membership and may not be modified, changed, amended and/or waived unless:
  - 1.1.1 a proposal for change is presented to the Member Municipality/Managing Partner and said proposal for change is then forwarded without prejudice to the Regional Municipalities' Membership for consideration in a timely manner;
  - 1.1.2 a vote from the Regional Municipalities' Membership is Called by the Member Municipality/Managing Partner and results in the majority votes in favor of the proposal for change;
  - 1.1.3 the newly developed Agreement drawn by the Member Municipality/Managing Partner must be signed by the recognized Authority of each Member Municipality.
- 1.2 The following Schedules are attached to and form part of this Agreement:
  - Schedule A – List of Member Municipalities
  - Schedule B - Statement of Shareable Costs
  - Schedule C – Member Municipality User Costs

**2. INTERPRETATIONS:**

In this Agreement, unless the context provides otherwise, the following words or phrases shall have the following meanings:

- 2.1 **"Flush Truck"** is the jointly purchased Sewer Flush Truck, Dark Blue/White Roof, 1996 Ford, LN 8000, VIN 1FZW82E2TVA21674



- 2.2 **"Shared Costs"** as per Schedule B
- 2.3 **"Operational Training"** for the operating practices and procedures of the "Flush Truck"
- 2.4 **"Regional Municipalities' Membership"** as per Schedule A
- 2.5 **"Regional Sewer Flush Truck"** shall be described in this Agreement as the "Flush Truck"
- 2.6 **"User Costs"** as per Schedule C

**3. THE RESPONSIBILITIES OF THE REGIONAL MUNICIPALITIES' MEMBERSHIP:**

- 3.1 To ensure any employee required to operate the Flush Truck has a valid Class 3 License with Air Brake Endorsement and successfully completed the Flush Truck operations training session.
- 3.2 To submit payment(s) to the Member Municipality/Managing Partner within thirty (30) days of receipt of invoice.
- 3.3 For the safe operation of the Flush Truck within its jurisdiction.
- 3.4 For cleaning and re-fueling the Flush Truck before returning it.
- 3.5 To report any incidents or accidents or concerns to the Member Municipality/Managing Partner immediately.

**4. THE RESPONSIBILITIES OF THE MEMBER MUNICIPALITY/MANAGING PARTNER:**

- 4.1 To schedule and provide the use of the Flush Truck to the Regional Municipalities' Membership on a request basis, subject to availability.
- 4.2 To provide training opportunities in the operation of the Flush Truck upon the request of any Public Works Staff of the Regional Municipalities' Membership.
- 4.3 To provide housing for the Flush Truck within the Public Works compound.
- 4.4 For the management of the Flush Truck contract and associated clerical duties including, but not limited to, recordkeeping and invoicing in accordance to Schedule B and C of this Agreement, obtaining the insurance in accordance to Section 9 of this Agreement, and the retention of all the required documentation and records (such as repairs/maintenance logs, inspection reports and certification documents, etc.) for the life of the Regional Municipalities' Membership's ownership of the Flush Truck.
- 4.5 To obtain legal services when required.

**5. TERM OF AGREEMENT:**

- 5.1 The term of this Agreement is for five (5) years, renewing for additional five (5) year term. Agreement can be reviewed at the request of any participating members.

**6. TERMINATION OF AGREEMENT:**

- 6.1 Any Member Municipality of the Regional Municipalities' Membership may withdraw from this Agreement at any time by providing 1 year written Notice to the Member Municipality/Managing Partner, submitting full payment of any outstanding debts, and forfeiting the full amount of any Regional Municipalities' Membership fees paid.
- 6.2 The Member Municipality/Managing Partner may terminate this Agreement at any time upon 1 year written Notice to the Regional Municipalities' Membership.

**7. DISPUTE RESOLUTION:**

- 7.1 All claims, disputes, and other matters arising out of this Agreement, or relating to a breach thereof, shall follow the approved dispute resolution steps as agreed upon:



- 7.1.1 Should a Member Municipality identify an issue related to this Agreement that may result in a serious disagreement within the Regional Municipalities' Membership, the Chief Administrative Officer of that Municipality shall approach the Chief Administrative Officer of the other Municipality to consider the issues and attempt to resolve the disagreement;
- 7.1.2 Should the Chief Administrative Officers be unable to resolve the disagreement then the Member Municipalities involved in the dispute shall request a joint meeting with the Chief Administrative Officer of the Member Municipality/Managing Partner to mediate the discussion in an effort to resolve the disagreement;
- 7.1.3 Should the issues remain unresolved the Mayor and Chief Administrative Officers of the Regional Municipalities' Membership shall be Called to a Meeting by the Member Municipality/Managing Partner to discuss the issues and resolve the disagreement;
- 7.1.4 Should an agreeable solution not be found in the aforementioned dispute resolution steps; the Regional Municipalities' Membership may elevate the dispute resolution process and move to a more formal and structured resolution process as follows:
  - 7.1.4.1 Mediation: the Mediator shall be appointed upon the agreement of both parties in dispute - voluntary participation, no risk, non-binding process in an attempt to bring the parties to a resolution; OR
  - 7.1.4.2 Arbitration: upon the agreement of both parties, be referred to a single Arbitrator under the Arbitration Act, and if so referred, the decision of the Arbitrator shall be final, conclusive and binding upon the parties. If the parties are not able to agree on an Arbitrator the Alberta Court of Queens Bench shall select one. All costs associated with the appointment of the Arbitrator shall be shared equally between the two Member Municipalities in dispute unless the Arbitrator determines otherwise in accordance with the Arbitration Act of Alberta.

## **8. INDEMNIFICATION:**

- 8.1 The Regional Municipalities' Membership agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Member Municipality/Managing Partner, its Officers, Directors and Employees against all damages, liabilities or costs arising out of the joint operation of the Flush Truck or disputes related to the coordination of the use of the Flush Truck.
- 8.2 In the furnishing of any services by the Member Municipality/Managing Partner, the Member Municipality/Managing Partner shall not assume any responsibility, obligation or duties in respect to the services.

## **9. INSURANCE:**

- 9.1 The Member Municipality/Managing Partner shall maintain, in full force and effect with the Insurers licensed in the Province of Alberta the following insurance:
  - 9.1.1 Flush Truck Vehicle Insurance;
  - 9.1.2 General Liability Insurance policy of not less than \$2,000,000 per occurrence.
- 9.2 The Member Municipalities of the Regional Municipalities' Membership must be named as additionally insured.
- 9.3 General Liability Certificates providing evidence of the existence of the Policies shall be managed and maintained by the Member Municipality/Managing Partner.

**10. NOTICES:**

10.1 Any notices or other correspondence required to be given to an opposite party shall be deemed to be adequately given if delivered in accordance to the contact information provided in Schedule A of this Agreement.

**11. FORCE MAJEURE:**

11.1 Each party reserves the right, at its option, either to suspend or cancel this Agreement, in whole or in part, at any time, without incurring any costs or damages whatsoever, where such suspension or cancellation is caused by force majeure, including, but not limited to, acts of God, the public enemy of the government, strikes or other labour disputes, fires, floods, freight embargoes, unusually severe weather or other contingencies beyond the control of either party.

**12. SEVERANCE:**

12.1 If any provision herein is found to be invalid for any reason that provision shall be severed from the remainder of this Agreement and all other provisions of this Agreement shall remain valid and enforceable.

**13. GOVERNING LAW:**

13.1 This Agreement shall be deemed to have been made in accordance with the laws of the Province of Alberta except the International Sale of Goods Act, which is specifically excluded. The Courts of Alberta shall have sole and exclusive jurisdiction over any dispute or lawsuit between the parties.

The parties to this Agreement have affixed their corporate seals signed by the hands of their authorized Officers.

\_\_\_\_\_  
Town of Bashaw Mayor

\_\_\_\_\_  
Town of Bashaw Administrator

\_\_\_\_\_  
Village of Bawlf Mayor

\_\_\_\_\_  
Village of Bawlf Administrator

\_\_\_\_\_  
Village of Rosalind Mayor

\_\_\_\_\_  
Village of Rosalind Administrator



**AGREEMENT FOR REGIONAL SEWER FLUSH TRUCK c/w HYDROVAC UNIT**  
**REGIONAL MUNICIPALITIES' MEMBERSHIP**

**SCHEDULE A**

***LIST OF MEMBER MUNICIPALITIES:***

***Member Municipality/Managing Partner:***

Town of Bashaw, Box 510, Bashaw, AB

T0B 0H0

Phone: 780 372-3911

***Member Municipalities:***

Village of Rosalind, Box 181, Rosalind, AB

T0B 3Y0

Phone: 780 375-3996

Village of Bawlf, Box 40, Bawlf, AB

T0B 0J0

Phone: 780 373-3797

**SCHEDULE B**

***SHAREABLE COSTS:***

- A. Shareable Costs that shall be divided equally between the Regional Municipalities' Memberships:  
**Repairs and Capital Expenses (projects in excess of \$1000 shall be decided upon by the majority of Member Municipalities prior to start up)**

- B. Shareable Costs that shall be divided between the Regional Municipalities Members who actually used the Flush Truck between the first day of January and the last day of December in any one calendar year:

***Routine maintenance, certification, annual vehicle insurance and liability insurance costs***

(For example, if the Town of Bashaw used the Flush Truck for 20 hours during one calendar year and the total hours of use for the Flush Truck was 100 hours in one calendar year, then Bashaw would be invoiced for 20% of the total cost of the aforementioned expenses listed in Item B. The other Member Municipalities who used the Flush Truck for the other 80 hours of one calendar year would be invoiced in the same manner; therefore, if a Member Municipality does not use the Flush Truck at all in that one calendar year then that Member Municipality is not invoiced for the costs outlined in Schedule B, item B.)

- C. External users (municipalities that are not Member Municipalities) will pay \$210.00 per hour. Revenue will serve to reduce the annual shareable costs.

**SCHEDULE C**

***MEMBER MUNICIPALITY COSTS:***

Each Member Municipality shall be responsible for the following costs:

1. The cost of cleaning and re-fuelling Flush Truck after use
2. If required, the cost of a qualified Bashaw Public Works Employee to operate the Flush Truck during regular working hours of which shall be invoiced monthly in accordance to the Town of Bashaw Rates approved by Council
3. Any damage caused by willfulness or neglect by a Member Municipality
4. Any amortization cost and/or reserve funding as decided upon by each Member Municipality

Regional Flush Truck Meeting

Wednesday, November 29, 2017

7:00 pm Bashaw Town Office – Council Chambers

Meeting Minutes

In attendance:

Bashaw – Theresa Fuller, Penny Shantz, Lynn Schultz

Rosalind – Nancy Friend, Jim McTavish

Bawlf – Tracy Ormsbee, Leonard Thompson

1. 2016 Costs

Liability/Insurance Annually \$ 1359.07 – these Costs are split equally between member municipalities. (Rosalind, Bawlf and Bashaw)

Repairs/Maintenance \$ 6183.89 – These costs are higher this year, as there was some connections/tubing that was replaced. The costs are split out by percentage of use within the full year.

Revenue: External users have accessed it at \$ 180.00 per hour, this revenue was typically used to reduce the annual Repairs/Maintenance costs)

- Discussion progressed. The group requested that letters of invitation to join the regional Flush Truck agreement be sent to Hay Lakes, Ferintosh, Edberg, Donalds, Clive, Alix and possibly Forestburg.
- The letters to provide breakdowns of costs, and the benefits of participating.

2. Any Issues or changes to the Agreement

- None requested, all members were accepting of current arrangements within the agreement.

3. Capital contributions, saving for replacement, what amounts are realistic.

- The group agreed to contribute \$ 1500 annually toward capital replacement.

4. External Member Price – this was \$ 180.00 per hour, however, not identified anywhere other than Town of Bashaw internal Work orders. One member has requested that non-participating municipalities are not allowed to use it unless they become a member.

- Discussion. The group requested additional information as to what current hydro vac companies charge hourly to determine a suitable pricing for external access. Information to be provided by email to the group. Most thought \$40 less than the average going rate. More information to come specific to current hydro vac company rates.

5. New Member Consideration – Donalda has requested to become a member. Do we have any requirements to join?

The group thought having additional requirements would make it prohibitive to join. Everyone was in agreement they would like to make it appealing to join, as additional members reduce the costs for all.

They were very willing to accept Donalda to participate.

6. Agreement Renewal – Term Length?  
To be a 5-year renewable term length.

Additional questions as to why the current flush truck unit couldn't be accessed in the winter months. The unit currently doesn't have a heated tank or lines, when in winter the tank and lines have the potential to freeze in the lower temperatures. Discussed the possibility of pricing out the replacement unit to have heated tank and lines. Current unit could not be retrofitted in this capacity as it would not be cost effective to do so.

Meeting concluded at around 8:00 pm.



**VILLAGE OF BAWLF**  
**Request for Decision (RFD)**

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>Wednesday June 20, 2018</b>
<b>Originated By:</b>	<b>Tracy M. Ormsbee - CAO</b>
<b>Title:</b>	<b>Sidewalk Repairs/Replacement</b>

**BACKGROUND/PROPOSAL:**

At the April 18, 2018 Regular Council Meeting, the following motion was made:

e) VILLAGE SIDEWALKS Motion 74/18 Moved By Mayor J. DeMerchant to asphalt Alberta Ave. sidewalks from the west side Hanson St. alley down to King Street and to remove heaved sidewalk on the SE corner of Hanson St. and Alberta Ave. and replace with asphalt.

In further discussions with Ed Shepel of Spectre Systems, we have discussed replacing with concrete and not asphalt.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Repairing and replacing the sidewalks back to concrete will be more aesthetically pleasing and the expense will not be over the original \$60K that was approved based on a quote from Spectre that included various repairs within the Village (concrete and asphalt).

**COSTS/SOURCE OF FUNDING (if applicable)**

MSI Grant

**RECOMMENDED ACTION:**

That Bawlf Council approve the sidewalk repairs and replacement change from asphalt to concrete.

## Mayor Report

June 20, 2018

We are finely getting good weather and have started getting the Village cleaned and in shape for the summer. We have a few items that I feel we should have a look so when a person come to our Village it would say here is a good place to live. I know we have started working on some of the streets and alleys but this should be done in order of the priority of worst first.

I have notice a number of residents have for got that when they cut their grass it is the home owner responsibility to keep the alley behind their home mowed also. I believe we need to send out a notice to all residents of our Village a reminder of this.

We also have a number of homes that should have a letter sent to them letting them know that if their yard is in view of other residents from the street or alley it should be kept in a good shape and not a eyesore.

Along Vrolson Street the drainage ditch should also have the grass cut along the road to where the water crosses the road to the west. Also the drainage ditch from the Parking lot behind play school north to the Bus garage should be mowed. And the alley should have some grader and some gravel placed on it.

The intersection at Sanden and Molstad I believe should needs to be lowered and levelled for a much easier crossing for drivers. This would also let the water flow over the intersection and not be 6 to 8 inches deep.

John DeMerchant



## **CAO Report – Tracy M. Ormsbee**

### **Regular Meeting of Council of the Village of Bawlf in the Province of Alberta**

**Wednesday June 20, 2018 – 7:00 pm**

#### **Land/Property Sales**

- Old United Church SOLD – attended Village Lawyer on Mon June 18/18 to sign documents

#### **Bylaw/Protective Services**

- Warnings and fines are still being issued

#### **Administration**

- Preparation of agenda/minutes for June Regular meeting
- Moving forward with amending/creating bylaws and producing various internal policies and procedures to meet with industry standards and new MGA requirements (WIP)
- Completed motion actions from previous Council meetings
- Continuous training for all staff & new Administrative Assistant
- CAO attended the Municipal Leaders Caucus w/ Mayor DeMerchant and Councillors Thompson and Adams– Updates and information sessions on MGA requirements
- Meeting with Sage re: IDP's/ICF's; in attendance was Rosalind Council/CAO, Mayor DeMerchant, Councillors Thompson, Adams and Wells, Camrose County P&D
- Items from 114 Alberta Avenue need to be inventoried and moved to Village PW bays at firehall – planning on finalizing within the next couple/few weeks

#### **HR/Payroll**

- Submitted monthly payroll government remittance; payroll processing
- Hired new staff; Public Works Supervisor

#### **Finance**

- Reviewed May's financial statements, vendor invoicing (payables) and accounts receivables
- Account Reconciliations
- Y/E audit journal entries
- Entering 2018 approved budget into Muniware system

#### **Planning/Development**

- Reviewing/updating Bawlf's Subdivision and Development Appeal Board (SDAB) members and status (WIP)
- Working on MDP (Municipal Development Plan)



- Research/discussions in regards to IDP (Intermunicipal Development Plan) & ICF's
- Review of new LUB as generated by Camrose County to meet new MGA regulations and ease of use by Camrose County P&D for it's member municipalities
- Cannabis legislation; working on survey to the public; part of LUB amendments
- Ongoing discussions with ISL re: wetland assessment; issue has come up where the Village is in contravention with AE in regards to "material recently dumped within a wetland boundary" (this is our stockpile on the north side of the water reservoir plant); I will be delving into this asap (email attached)
- Ongoing research/discussions in regards to the MDP
- Discussions with ISL re: finalizing asset management project

#### **Fire Department**

- Field/bush fire NW of RR183 & 454-May 20th

#### **Disaster/Emergency Management Services**

##### **Public Works**

- Road asphalt repairs and sidewalk repairs/replacement started June 13; some minor issues with CP's contractor but have been working diligently to work out the wrinkles
- East end of Railway Avenue will be re-graded & gravelled
- Camrose County will be laying dust control on Vrolson Rd/RR180 but not on Railway Ave East unless the roadwork is completed prior to their schedule

##### **Water/Sewer/Drainage/Hydrants**

- New hydrant on Alberta Ave installed
- New hydrant on Niblock to be installed
- Sewer blockage dig/repair on Macrae completed
- 2 blowouts on Sanden and Macrae still to be installed
- Possible water leak on Jamieson is still being monitored; 5 holes were hydrovac'd and 4 more will be done the week of June 18<sup>th</sup>; sonar was used on first 5 holes

##### **Health & Safety**

- New changes came into effect June 1<sup>st</sup>; 2 priority mandatory items are 1) Health & Safety Committee, 2) Health & Safety Program must be in place - WIP
- Working on revising relevant Village policies

##### **Community/Economic Development**

- Working on future 2018 ideas (Harvest Supper/Comedy night)

##### **Recreation/Campground**

- Planning on updating the sites and having the campground more esthetically pleasing
- Horse shoe pits need to be repaired
- PW will be working on maintaining the walking trail

**From:** Shauna Kuiper <skuiper@islengineering.com>  
**Sent:** Friday, June 8, 2018 10:57 AM  
**To:** Tracy Ormsbee  
**Cc:** Robyn Gamber  
**Subject:** Wetland Assessment - field observations  
**Attachments:** IMGP0053.jpg

Tracy,

ISL's biologist completed a wetland assessment in Bawlf on May 31 and incidentally observed material recently dumped within a wetland boundary (near Molstad Ave and Jamieson Street). See attached photo.

Activities affecting waterbodies in Alberta, including construction, water diversions and infilling of wetlands require Water Act approval to alter flow of level of water; change the location of water; change the direction of water flow, cause the siltation of water; cause erosion of bed or shore of any waterbody; or any effect on the aquatic environment.

A link to the Water Act is here: <http://www.qp.alberta.ca/documents/Acts/w03.pdf>

If the Village of Bawlf has not received approval under the Water Act for the activity, ISL's biologist highly recommends self-reporting the non-compliance. AEP will look upon the Village more favourably if it is self-reported as opposed to if a public complaint is filed or if an AEP compliance officer happens across it. As well, if the village does intend to develop the area at any point in time, the non-compliance would come to light then as a report is required to be sent into AEP detailing the wetland, and the infilling will be obvious.

Self-reporting involves a few steps:

- 1) Calling the AEP spill line (1-800-222-6514) to get a reference number
- 2) Writing AEP a letter detailing the non-compliance
- 3) AEP will write back and describe the actions that are required to be taken.

We would expect that AEP would require removal of the material and regrading to original contours at a minimum. They potentially may ask for in-lieu fees.

Thanks. I will give you a call on Monday, and we are happy help the Village through this process if needed.  
- Shauna

**Shauna Kuiper, M.Pl. | Senior Planner**  
**ISL Engineering and Land Services Ltd.**  
7909 - 51 Avenue  
Edmonton, AB T6E 5L9  
T: 780.438.9000 F: 780.438.3700  
[skuiper@islengineering.com](mailto:skuiper@islengineering.com) [islengineering.com](http://islengineering.com)

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# Public Works Report

June 14, 2018

- cutting grass
- trimming
- shop cleaning
- equipment repairs (mowers and trimmers)
- organization of shop
- dump trips

The first few days back at the job have been great! There are lots of repairs to make on the equipment and I hope to get everything running smoothly as soon as we can. The North bays of firehall will be clean by the end of today and ready for the Liddle house/shop items to be moved in and organized. I look forward to getting the park/campground area back in shape and plan on trimming a bunch of trees. This will allow us to mow more efficiently and improve the neatness of the park. I have big dreams for over there and hope to get them started this summer. The drainage ditches will need to be mowed/trimmed as they dry up and we will monitor and do this as the summer goes on. I look forward to working with the staff at attaining these goals and running as efficiently as we can.

Justin Jacobsen

# 2018 ACTION LIST

Action #	Date	Motion #	Motion	Staff Member Responsible	Comments	Status
18	Apr 3/18	61/18	b) DISCUSSION WITH PUBLIC WORKS RE: UPCOMING MAINTENANCE IN THE VILLAGE Motion 61/18 Moved By Mayor J. DeMerchant to install a fire hydrant on the South side of Alberta Ave., West of Sanden Street, using MSI funding, to enable proper flushing and maintenance of the water line running West on Alberta Ave. since it is a dead end and does not loop around. CARRIED	Tracy/Terry	Terry to get quotes for hydrants/labour related, Tracy to approve, Terry to order & complete task	WIP
19	Apr 3/18	62/18	Motion 62/18 Moved By Mayor J. DeMerchant to install two water line bleeders/blow offs at the North end of Sanden St. and the North end of Macrae St using funds from the 2018 water budget. CARRIED	Tracy/Terry	Terry to get quotes, Tracy to approve, Terry to order & complete task	WIP
20	Apr 18/18	70/18	a) 2018 TAX RATE BYLAW NO. 635/18 Motion 69/18 Moved By Mayor J. DeMerchant to approve second reading of the 2018 Tax Rate Bylaw No. 635/18. CARRIED Motion 70/18 Moved By Councillor D. Adams to approve third and final reading of the 2018 Tax Rate Bylaw No. 635/18. CARRIED	Ashley	put bylaw on web	Complete
21	Apr 18/18	71/18	b) RESERVE & RESERVE FUND POLICY NO. 45 Motion 71/18 Moved By Councillor L. Thompson to approve the Reserve & Reserve Fund Policy No. 45. CARRIED	Ashley	update policy on web	Complete
22	Apr 18/18	72/18	c) VOLUNTEER POLICY NO. 51 Motion 72/18 Moved By Mayor J. DeMerchant to approve the Volunteer Policy No. 51. CARRIED	Ashley	update policy on web	Complete
23	Apr 18/18	73/18	d) DELEGATION SIDEWALK/WATER CONCERN – LOTS 6.7, BLOCK 5, PLAN LVII Motion 73/18 Moved By Mayor J. DeMerchant that the homeowner will submit detailed information in regards to his property sidewalk concern and the Development Officer will determine, in accordance with the Land Use Bylaw No. 623/17, whether it is a homeowner or Village concern to be rectified. CARRIED	Tracy	Look into Bylaw 623/17 and decide whether this is a village or resident issue and how to rectify	WIP
24	Apr 18/18	74/18	e) VILLAGE SIDEWALKS Motion 74/18 Moved By Mayor J. DeMerchant to asphalt Alberta Ave. sidewalks from the west side Hanson St. alley down to King Street and to remove heaved sidewalk on the SE corner of Hanson St. and Alberta Ave. and replace with asphalt.	Tracy/Terry	Arrange for asphalt to be done as well as heaved sidewalk to be removed	WIP - NOT STARTED YET AND ON JUNE 20, 2018 AGENDA FOR COUNCIL TO APPROVE CONCRETE VS. ASPHALT
25	May 16/18	82/18	a) WATER METER RESERVE POLICY NO. 44 Motion 82/18 Moved By Councillor L. Thompson to adopt the Water Reserve Policy No. 44R, with revised title of "Water Reserve Policy" and revised Purpose description of "water infrastructure repairs, replacement".	Tracy	Update policy on website and copy in Current Policy Binder	Complete
26	May 16/18	83/18	b) APRIL 20, 2018 VILLAGE DRAINAGE/FLOOD Motion 83/18 Moved By Mayor J. DeMerchant that he will draw up a letter to CP Rail, cc'ing Daysland Drainage Board, in regards to increasing the size of the culvert that runs under the railway tracks on the SW corner of Village property, that will be brought to the June 20, 2018 Council meeting for approval. Furthermore, that Public Works and Administration will get price quotes for approval on replacing the North end ditch culvert gate with a more feasible system for proper use.	Tracy/Terry	Mayor to draw up letter to CP; Terry to get quotes for proper gate	
27	May 16/18	84/18	c) BASEMENT MOISTURE AT LOT 22, BLOCK 5, PLAN 0222155 Motion 84/18 Moved By Mayor J. DeMerchant that the Village will hydrovac 5 holes, evenly spaced, from the North end of the above-noted property line to the South for approximately 150 ft. The holes will remain open for a minimum of 2 weeks for intermittent testing (approximately every couple of days) and monitoring but will be covered accordingly for safety. The vac truck should ensure that the initial holes are totally sucked dry and will use water from the County and not Bawlf treated water. Public Works employee, Terry Zapf, shall be allowed to enter the homeowners premises to collect water samples when required.	Tracy/Terry	Contact Bashaw for hydrovac truck availability; proper safeguard for holes; regular water samples	On-Going
28	May 16/18	85/18	d) HARVEST SUPPER/COMEDY NIGHT Motion 85/18 Moved By Councillor L. Thompson to approve for Administration to organize a Harvest Supper/Comedy night on October 27, 2018 pending event budget approval.	Tracy	Research comedians; send letter to Lions for support/assistance	WIP
29	May 16/18	86/18	e) VILLAGE TRUCK ROUTE AND SIGNAGE Motion 86/18 Moved By Mayor J. DeMerchant that "No Commercial Vehicles Over 1 Ton" be installed at all 3 entrances to the Village.	Tracy/Tanya/Terry	Tracy/Tanya to order signs; Terry to install	ON HOLD UNTIL JUNE 20, 2018 COUNCIL MEETING
30	May 16/18	87/18	f) VILLAGE OWNED 17.61 ACRES – A/4311AJ Motion 87/18 Moved By Mayor J. DeMerchant that Administration will draw up a lease agreement between the Village and Nikiforuk Farms that stipulates they can lease the above-mentioned property for one dollar and the Village and/or it's engineers, contractors or anyone else the Village requires, may be allowed access at any time on the land in regards to assessments, surveys, etc.	Tanya	Prepare lease agreement	Draft Completed for CAO to Review





# Giving Back

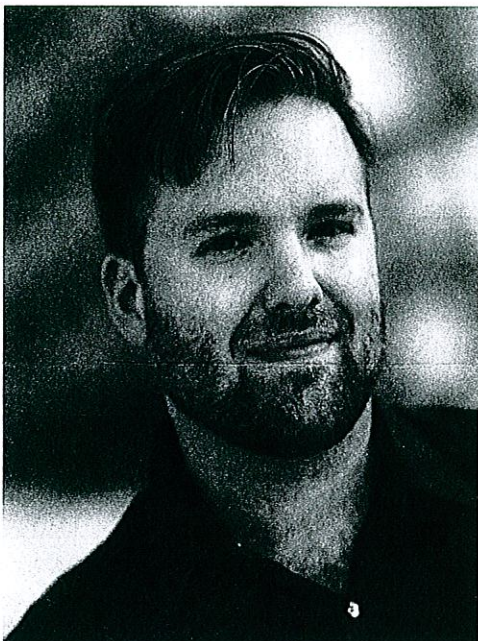
with the **Battle River Community Foundation**

Volume 20, No. 1

Camrose, Alberta

Spring 2018

## Join our annual open house



*Dr. Michael Benusic*

Each spring the Battle River Community Foundation Board welcomes stakeholders and members of the community to join them at a public meeting, in order to share all the good news of the past twelve months.

The Annual Open House features speakers with a variety of perspectives, along with an opportunity to meet the current Board members, celebrate those recently retired and hear reports about how the Foundation's investments have performed.

This year's event will take place on Tuesday, June 19 at 7:00 p.m. at the Norsemen Inn, Camrose. Everyone is invited to attend.

Representatives of donor and grant recipient organizations will speak at the event. In addition, the Foundation is pleased to welcome Dr. Michael Benusic as the featured guest speaker at this special evening. Dr. Benusic is a "home town boy" who was born and raised in the County of Camrose. He attended Sifton School, Camrose Composite High School and both the Camrose and Edmonton campuses of the University of Alberta before attending medical school in Vancouver.

Dr. Benusic completed his family medicine training in Toronto's inner city, has completed his Master of Public Health from Johns Hopkins University in Baltimore and is now enrolled in a Public Health and Preventive Medicine residency at the University of Toronto. At different intervals in his medical journey, Dr. Benusic has returned home to provide clinical care physician coverage to the Smith Clinic and St. Mary's Hospital in Camrose. Dr. Benusic's long-term goal is to become a Medical Officer of Health, in order to influence the wellbeing of an entire region.

Dr. Benusic will share his personal story and his goals, as well as touch on how a small grant from the Battle River Community Foundation helped him stay motivated to succeed.

We look forward to having you with us on June 19!

In accordance with the Alberta Charitable Fund-raising Act, we are pleased to provide the following information:

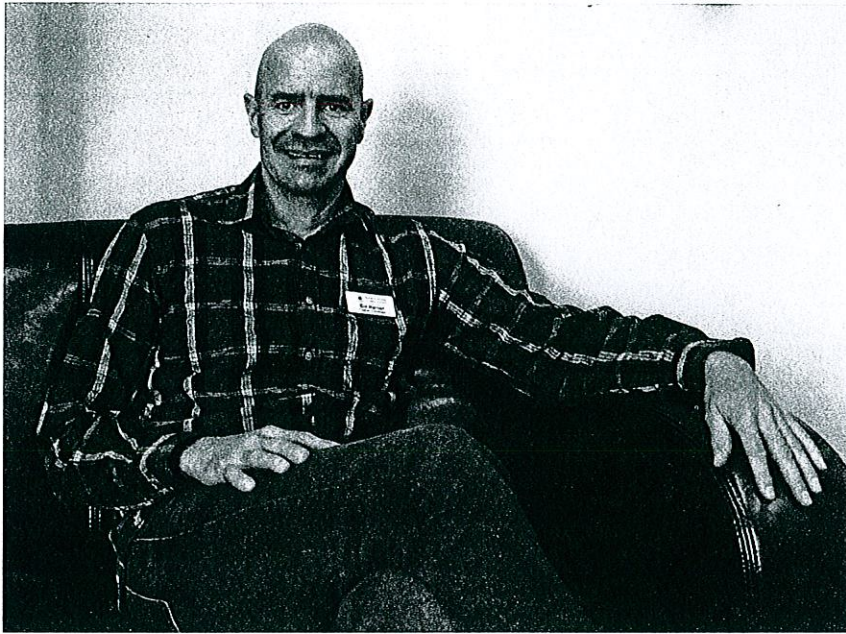
"With this newsletter, the BRCF hopes to raise \$5,000 with costs of \$2,000."

### Inside This Issue

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# Helping people thrive, even with a life-limiting



*Bill Harder, Program Coordinator for the Hospice Society of Camrose and District*

sixty people who regularly give of their time to support those who are in the palliative or end stages of life. Their joint contribution usually totals between two and three hundred hours each and every month.

Volunteers integrate with individuals and families and stay involved with them at every stage of the process. The Hospice Society has no political or religious affiliations, so it is able to support people from all backgrounds. They can offer solace and support, as well as helping families access other resources or services they may need.

Bill acts as the coordinator, to ensure volunteers are properly trained, programs get off the ground and everything continues to run smoothly. He is also the one who prepares grant applications and looks toward the future, in support of the

Board's vision to make a hospice building available to local residents at some point in the future.

According to research, while 90% of Canadians say they would like to die at home, the reality is that about 70% die in hospital. One of the goals of the local Hospice Society is to interact with other agencies and provide support to families, in order to increase the number of people who are able to die at home.

In addition, the Hospice Society has a longer-term plan to create a home-like hospice building, as a "second-best" option so that if people can't remain at home they have another choice.

Being able to receive support from the Battle River Community Foundation has allowed the Hospice Society to provide support, while also considering new and different ideas for the future. "We continue to consider ways we can become more self-sustaining and secure a steady source of operational funding," Bill explains. "But thanks to the Foundation we are also able to provide programs and support those in need right now."

The Hospice Society considers the Foundation to be a collaborator in the wellness of our community and, as Bill says, "we appreciate that it will fund our organization without putting strings on what their grants will cover. They are flexible in letting

We all want to live life to the fullest – even when we have a life-limiting illness, and the Hospice Society exists to help people do exactly that.

Often when we consider the word "hospice" we think of a place for people who are actively dying. While the Hospice Society Program Coordinator, Bill Harder, does agree that "hospice" can mean that, in our local area, it also means helping people to make the most of every single day.

The local Hospice Society offers a variety of programs to support people dealing with grief and life-limiting illnesses. More than eight hundred people took advantage of the available support last year, by participating in one or more of the nine different programs available.

Those programs range from Grief and Bereavement workshops, to a "Death Café" discussion group, a Grief Support Walking Group, a Grief Companion Program and school-based grief support programs, a Men's Cooking Circle, a special program that assists older rural residents to access appropriate resources and support, Palliative Care and End of Life Care.

That's a lot for a small, not-for-profit organization with an eleven-member Board to provide. The organization's first fifteen support volunteers were trained in 2012, through the Canadian Hospice Palliative Care Association. There are now about



us identify what we need and that's very crucial."

"We know the Foundation has many choices of organizations it could support. With the help of the Foundation, we've been able to offer programs and services that have amazing impact on hundreds of local people and we're grateful for that."



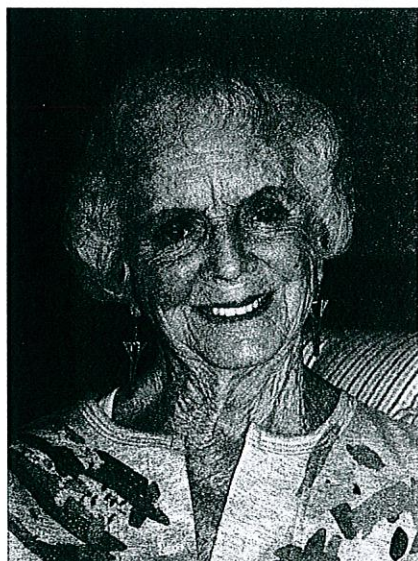
*The Grief Support Walking Group gets exercise and encourages each other*

## Big or small, ongoing donations make a difference

Lorna Holmes Bailey admits she isn't the biggest donor the Battle River Community Foundation has ever seen, but she maybe one of the most dedicated.

"I've been a supporter since the very beginning," Lorna says. "I like the Foundation because it's local and serves such a lovely, big community. I think donations to the Foundation are a very nice way to remember people and also a way to support really good, local causes."

Lorna doesn't usually designate her gifts to a specific fund within the Foundation, unless that request has been made by the family of someone whose memory she is honouring. She'd rather let the BRCF Board decide what causes are most pressing at any given time.



*Lorna Holmes-Bailey*

Lorna and her

late husband Bill Holmes arrived in Camrose about 65 years ago, coming from Red Deer so Bill could take on the role of parts manager at the new GM dealership. Bill later started his own vending machine business, which he operated for about 30 years. The couple raised four children in Camrose – Dave, Lori, Julie and Mike – while also being active community volunteers with the Scouts, the Golf Club, the Curling Club, the United Church, the Winter Games, the Bailey Theatre and more.

Some years after Bill died in 2002, Lorna remarried another active local citizen, Stu Bailey, and together they continued being enthusiastic community supporters until Stu passed away in 2013.

Now, at the age of 86, Lorna is still happy to regularly attend Battle River Community Foundation events and support their fundraising. As an older person, she says she is "at the stage of life where many people I know are dying" and she is pleased to be able to remember them through contributions to the BRCF.

"It's a well-managed organization run by good people whom I trust," she explains. "It's grown so much since the beginning and I am pleased to have played even a little part in that."



# Is your organization eligible to apply for a grant?



## Battle River Community Foundation

TELEPHONE and FAX:  
780-679-0449

Box 1122, Camrose, AB T4V 4E7

EMAIL: [info@brcf.ca](mailto:info@brcf.ca)

WEBSITE: [www.brcf.ca](http://www.brcf.ca)

### BOARD CHAIR

Vivianne Grue, 780-672-9624

### VICE CHAIR

David Ofrim, 780-672-3534

### SECRETARY

Kevin Gurr, 780-672-7701

### TREASURER

Imogene Walsh, 780-672-6131

### DIRECTORS

Tom Chelmick, 780-679-9173

Jim Hampshire, 780-384-2237

Leon Lohner, 780-672-5760

Darryl Schultz, 780-672-7957

Wally Wrubleski, 780-781-7323

### PAST CHAIR

Blain Fowler, 780-672-3142

### CHAIRMAN EMERITUS

Ken Drever, 780-672-4651

### EXECUTIVE DIRECTOR

Dana Andreassen, 780-679-0449

### EXECUTIVE ASSISTANTS

Tom and Melanie Kuntz,  
780-672-7096

The Battle River Community Foundation exists in order to match willing donors with organizations in need of support. None of the fundraising would mean a thing if it wasn't passed along to those groups hard at work to keep our local communities strong.

Since its inception in 1995 the Foundation has been able to grant over five million dollars to support worthwhile projects and initiatives in communities throughout east central Alberta.

Is your organization eligible to be one of those who benefits?

As a locally organized funder, the Battle River Community Foundation has the ability to support projects and organizations in ways that other more traditional funding sources may not. They can, for example, support operating costs and salaries, or small organizations that may not qualify for other forms of financial support.

But what really appeals to the Foundation are those projects which impact large numbers of people, have a definite purpose and that respond to changing community needs. The Foundation Board is drawn to organizations with strong, committed volunteer boards who demonstrate fiscal responsibility and effective management.

If you think your organization fits the criteria and you've got a special project in mind, please visit the Battle River Community Foundation website [www.brcf.ca](http://www.brcf.ca) for more details of what your application should include.

The 2018 deadline for grant applications is August 15. Recipients usually receive their funds in late November or December.

The finished application can be mailed to the Battle River Community Foundation, Box 1122, Camrose, AB T4V 4E7.

*Proud sponsor of this issue of Giving Back...*



**Wild Rose**

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