

Report from the Administration

For the period January 16, 2009 – February 19, 2009

Administration:

- Camrose County forwarded \$3000 to the Village for disbursement to the Regional Children's Centre from the County's 2007 MSI Grant.
- The auditors from Wilde & Company were at the Village Office on January 21 & 22 and the Administrator is continuing to provide additional information as requested.
- The Lions Club requested detailed financial information regarding the construction of the hall – the Administrator went back in the files and found the information they needed.
- Placed an ad in the Village Voice for two volunteers to fill the positions of Director and Deputy Director of Disaster Services. To date, no letters of interest have been submitted.
- The Village has applied to Canada Summer Jobs for one summer student to work from May 4 to August 31, 2009. We will apply for a STEP student as well.
- The Administrator has begun culling the files, deciding what needs to be kept and what can be shredded.
- The Village Manager met with Shari-Anne Doolaeye of Civic Solutions to clarify, if and, how the capital budget affects the tax calculation page of our budget template. Only the portion of the capital expense that is not funded by capital grants is included in the calculations on the tax calculation tab.
- Provided our assessor with a copy of Bylaw #565/09, the Municipal Assessor Bylaw. He required an updated bylaw to allow him access to the online assessment programs.
- The Village Manager attended:
 - Mayors/Reeve/Administrators Meeting in Bittern Lake on January 21
 - CAO Meeting in New Norway on January 22
 - Joint Councils Meeting in Daysland on February 2
 - Zone 4 LGAA Meeting in Killam on February 13

Office Renovations:

- The Office Renovations tender submission deadline was Monday, January 26 at 2:00 p.m. One tender was submitted by Town and Country Construction (Ben Gendreau).
- The Office Renovation Sub-Committee met with Ben Gendreau at 5:30 p.m. on January 26 to discuss further details of the tender document submitted.
- Council held a special meeting on January 28 and passed a motion to hire Ben Gendreau as the Job Superintendent for the office renovation project.

- The Village Administration applied for and received a building permit from the City of Camrose and notified our insurance company of the renovations that would be occurring in the former Seniors Centre.
- The Library and the Seniors were required to remove nearly everything from the rooms in order that construction could begin. Both groups met their deadlines.
- The Village Manager has been communicating regularly with the Job Superintendent on the various details and the renovation is progressing well. A few minor changes have been made (ie. washrooms were made smaller and a storage room has been added, added a second outside window to the seniors pool room (north wall), added two hallway windows, and added a security system).
- The Village Manager met with the Emergency Management Field Officer for the East Central Region to inquire about the need for an Emergency Operations Centre (EOC) in the new Village Office. I informed him that the new hall was wired for generator power in the event of a power outage and he confirmed that the hall would be an appropriate location for both the reception centre and the EOC in the event of a disaster. Therefore, equipping the new Council Chambers for generator power, lighting and heat in the event of a disaster will not be required.

Development:

- There were no development permits issued this past month.
- The total number of permits approved to date in 2009 is still zero.
- In the near future, we will contact a surveyor to resurvey the seven new lots to include the 15' public utility lot along the back property line.
- Called our realtor with the price Council set for the seven new lots.

Public Works:

- Sanding of the streets when they become icy has been a bit of an issue lately, especially after the rain a couple of weeks ago. We usually call on Carillion to sand our streets when required but they often cannot get to Bawlf for 3 or 4 days after we call them. The Public Works Director received a quote for a sand spreader that would run off the tractor PTO. The cost would be approximately \$1700.
- We received a rough quote of approximately \$69,000 for the sewer lift station upgrades. More work is required on securing additional quotes and possible grants.
- The residents at Lot 4, Block A, Plan 812-2458 attended the January 22, 2009 Council Meeting and brought a sample of what their water filter had filtered out of the water to their house. After examination and discussions with Alberta Environment, the Public Works Director learned that the particulate in the sample was manganese, the substance that we put into the water system. It is not harmful. The residents' water filter obviously works very well! The Public Works Director spoke with the owners to explain the situation

and offered to send water from their house as one of our weekly water samples that is tested. We have done that and have not received a failure notice.

Parks and Facilities:

- There is nothing new to report.

By-Law Services:

- There were no bylaw complaints made in January and no violations were observed during the four patrols.

Fire Department:

- There have been no fires this past month and no false alarms.
- There is no news on a replacement fire truck.