

## Report from the Administration

For the period March 13 – April 16, 2009

### **Administration:**

- Disaster Services Director and Deputy Director - no interest has been expressed by anyone to step into either of these two positions. Has Council heard of anyone who may be interested in either position? Should we place another ad in the next newsletter? Other ideas on recruitment?
- The Village submitted applications to the Building Canada Fund – Communities Component (BCF-CC) for the Lift Station Upgrades (\$74,300) and for the water, sewer and paving of Macrae Street (\$1,123,857). If approved, funding would be provided on a 1/3 – 1/3 – 1/3 basis between the three levels of government.
- The Municipal Sustainability Planning (MSP) questionnaire has been distributed through the water bills and to the rural residents in their mailboxes. The deadline for submissions is April 30, 2009. A handful of completed questionnaires have been submitted.
- The Village received the 2009 Education Property Tax Requisition and the total requisition has increased by 6.57% (ie. from \$57,732 to \$61,527).
- On April 16, the province announced an increase of \$9 million for libraries. \$7 million will go directly to local library boards and regional library systems and \$2 million will be allocated to improving technology within the library network.
- The annual Community Garage Sale has been set for Saturday, May 9 from (9:00 a.m. – 4:00 a.m.). We will advertize in the usual newspapers in the surrounding communities and in the May Village Voice. The curling rink will be used for out of town vendors and/or for groups.
- The Annual Village Clean-Up will be held on May 5 (prior to the Garage Sale weekend).
- The Electronic Recycling Association in Edmonton is in need of donations of computers, laptops, and other electronics. The Association refurbishes and distributes this equipment to organizations across Canada. They also host round up events.
- The Village Manager attended the following external meetings this past month:
  - LGAA Conference – March 19 in Red Deer
  - Nexen Webinar – March 25 (on-line information session)

### **Office Renovations:**

- The renovations are going well. There was a one week delay in the taping/mudding so the anticipated completion date has been moved to mid May.
- A window has been ordered to replace the door in the Chambers/Staff Room. All other windows and the doors have been installed.

- The front counter has been ordered and should be delivered and installed at the end of April.
- The rooms have been painted with the undercoat; the final coat will be painted after the flooring has been installed.
- The tile in the entry, washrooms and hallway has been installed. There will be a bit more tiling required after the washroom vanities and front counter are installed.
- The installation of the ceiling tile and flooring are next on the schedule.
- The new furnaces will be installed after the carpets are in to ensure most of the dust will be picked up by the old furnace filters.
- The library will paint their bookshelves in the library area after the linoleum has been installed.
- We placed an ad in the April newsletter requesting bids for janitorial services for the new office.

### **Development:**

- There were no development permits issued this past month.
- The total number of permits approved to date in 2009 is one.
- The old house at 607 Railway Avenue has been demolished and the new owners plan on redeveloping on the site. A demolition permit was provided by the Development Officer.
- The Village applied to the County for a subdivision to create a 15-foot Public Utility Lot adjacent to the main drainage ditch behind the 7 new lots on Niblock Street. The information has been circulated to the neighbouring residents and the County's Planning and Development Officer will have her recommendation ready for the April 22, 2009 Council Meeting.
- As soon as the Village receives approval from the County, Kiriak Surveys will resurvey the lots and prepare a new plan. Kiriak will then send the appropriate documents to Land Titles for registration. The lots could be ready for sale as early as late May or sometime in June.
- The Village Development Officer will be contacting an engineering firm to prepare a lot grading / drainage plan for the entire block.

### **Public Works:**

- The Public Works Director cleared the curbs and ditches of snow to assist with water flow. We hired Town & Country to open the ditch near the school with a backhoe. There were very few problems with the spring thaw this year.
- One of the sewer lift station pumps needed to be shut down before Easter. EC & M from Edmonton replaced the damaged impeller but the problem still existed. The Public Works Director changed the valve and it appears that the pump is in working order once again.
- Approximately every two to three years, the Village's water treatment system is inspected by Alberta Environment's Regional Environmental Protection Officer. On March 5/09, the

Village's system was inspected and received a PASS on both the Primary and Secondary Risk Assessments. A few minor items were pointed out and will be improved upon. (Examples: missing telephone number on reports, a formal plan for the times back-up operators are required, update of the original operations plan to include the updated Code of Practice, and installation of additional posts around one well.)

- The County grader operator graded the gravel roadways the evening of April 15. ie. Macrae Street from Railway to Martin Avenues, Molstad Avenue from Macrae to Hanson Streets, and Hanson Street from Molstad to Martin Avenues.
- The Town of Calmar spearheaded the partnership between Calmar, Breton, Thorsby and Warburg on the installation of water meters. The research they completed for the first phase of the Rural Partnership Grant was related to the types of meters on the market, the number of meters required, specific meter requirements (ie. new versus replacement), the possible sharing of reading equipment and quotations from various companies. The Village Manager is expecting a call back from the Town Manager upon her return from vacation. A verbal update will be provided at the Council Meeting.

### **Parks and Facilities:**

- The Bawlf Area Regional Recreation Agreement appears outdated (signed in 1983). The Village Manager will be reviewing it further.

### **By-Law Services:**

- There were two unsightly premises that were referred to the Bylaw Officer at the end of March and letters have been sent to both property owners:
  - Abandoned truck body on Village property.
  - Old buildings and abandoned vehicles.
- Bylaw Officer found garbage bags ripped open and garbage strewn in a back yard. He spoke to the owner and they will re-bag the garbage.
- Perhaps we should include a short article in the next newsletter telling residents we will once again be expecting people to clean up and maintain their yards all year long.

### **Fire Department:**

- The 2009 Fire Budget was submitted to Camrose County prior to the March 31<sup>st</sup> deadline.
- There have been three fires this past month:
  - April 9 – grass fire spread to sheds and bales
  - April 11 – small shed and grass
  - April 12 – from garbage to a shed