

Report from the Administration

For the period April 17 – May 14, 2009

Administration:

- We received word from the Canada Summer Jobs Grant Program that our application for one summer student was approved but that the funding was reduced from \$5300 to \$2464.
- The Director of Public Works and the Village Manager conducted job interviews for the two summer positions – Village Labourer and Summer Recreation Coordinator. Calvin Elless and Amber Reich, respectively, were hired beginning May 7 and May 11.
- The Village Manager will be meeting with Dallas Dyson, our MSP Coordinator, on Friday May 15th. A verbal update will be provided at the council meeting.
- The new person who will change the messages on the Village entrance sign will take over on June 1, 2009.
- The Office Administrator and Village Manager received a demonstration of the MuniWare software program and are awaiting a quote for the key modules we would need.
- The Village sent a letter to the owners of Lots 21-24, Block 2, Plan RN57 (LVII) offering a one year extension to begin construction. They were asked to reply to the Village by May 8, 2009, indicating either their acceptance or non-acceptance of the offer. The owners have verbally stated that they will accept the extension offer.
- Councillor Yuha learned that the Bawlf Public Library should receive \$6480 in Provincial grants for 2009. They received \$2600 in 2008.
- Two rooms have been booked for the AUMA Convention to be held in November in Calgary.
- The Village Manager attended the following external meetings this past month:
 - Mayors/Reeve/Administrators – April 29 in Bawlf.
 - Grant Application Workshop hosted by MP Kevin Sorenson – May 8 in Stettler.

Office Renovations:

- Two windows will be replaced. One of the Library outside windows appears to have been hit with a rock (or something similar) and one of the inside hallway windows has a fault in it.
- The front counter unit was installed on April 20th or 21st and was not built according to the specifications provided. We compromised on two minor issues but have asked the company to rebuild the countertop.
- All of the plumbing fixtures have been installed.
- The lighting and electrical is nearly completely installed.
- The new furnaces have been installed but the air conditioning has not yet been installed.

- The Seniors have moved the old pews back into their rooms.
- The library will be painting their large bookshelves in the near future.
- Outstanding items include the phone system, exterior signage, window coverings, filing cabinets, storage room shelving, after-hours mail drop, painting touch-ups, a few minor odds and ends, and the final inspection.
- We hope to be in the building within the next week or two.

Development:

- There was one development permit issued this past month.
- The total number of permits approved to date in 2009 is two.
- The old house at 607 Railway Avenue has been demolished and the new owners received a development permit to move in an existing house. They plan to add a full basement and upgrade the shingles and siding. The neighbours were sent a letter indicating that they could appeal if they so wished. No appeals were received and the owners have been notified that they can begin construction.
- Kiriak Surveys has resurveyed the lots and is preparing a new plan for the seven new lots on Niblock Street. When complete, Kiriak will send the appropriate documents to Land Titles for registration. A verbal update will be provided at the council meeting as to when we think the lots will be ready for sale.

Public Works:

- We discovered a leak in one of the berms at the lagoon and immediately pumped water to below the holes in the berm. It is suspected that muskrats created runs in the berm. We followed all necessary procedures required when there is a breach in the system and learned that fairly major repairs and maintenance will be required. The rough cost estimate is \$75,000.
- During the power outage on Monday, May 11th, the sewer lift station required the gas engine to be started manually. The engine ran sporadically, requiring the water system to be turned off for the duration of the power outage. If the sewer pump cannot take the wastewater away, we cannot add more wastewater to the system. All of these problems will be taken care of when the major upgrades at the lift station have been completed (hopefully, later this summer).
- The re-tarring of the water reservoir roof will cost approximately \$5800. The work needs to be completed this year.
- The small equipment is being tuned and readied for the season.
- "Grass clippings only" and "No dumping" signs have been installed in the compost area east of the water reservoir. We hope that residents abide by the signage in order to make the

composting area as efficient as possible. If residents continue to leave bags, garbage or tree branches in these areas, unnecessary additional time and effort will continually be spent cleaning the area prior to rototilling the grass clippings.

- The tracking for the letters of the Village entrance sign is being replaced and the sign should be back up prior to the May long weekend.

Parks and Facilities:

- The approval of one camper being allowed to park on the street in front of the hall during a recent wedding turned into several campers parking on the street. Further discussion is required.
- Jubilee Park has been opened for the season.
- The shale on the ball diamonds has been worked and prepared for the ball season.
- Forty of the 130 trees the Village ordered have arrived and have been planted. Many of the poplars were planted in the park to replace trees that have died in the past few years.

By-Law Services:

- Referrals to the Bylaw Enforcement Officer this past month:
 - Dog off leash.
- The abandoned vehicle parked on village property was removed by the deadline provided to the owner.

Fire Department:

- There have been no fires this past month but there have been two highway calls:
 - April 28 – vehicle rollover
 - April 28 – vehicle in ditch