

Report from the Administration

For the period June 11 – July 9, 2009

Administration:

- The owners of Lots 21-24, Block 2, Plan LVII have signed the agreement and restrictive covenant to build before January 11, 2011.
- One watering violation letter was mailed out this month.
- Implemented an Administrative Policy requesting that staff get prior approval from the Village Manager to work on a Statutory Holiday, with the exception of emergency situations when no prior approval is required.
- The Municipal Sustainability Initiative grant project profiles (capital and operating) have been submitted to Municipal Affairs (July 1 deadline).
- The approved Infrastructure Stimulus Fund grant applications were recently posted on the internet. Neither of the two Village of Bawlf applications appears on that list.
- At the August Council Meeting, the MSP Coordinator will present the roll up of the information gathered during the June 23 community consultation. The second community consultation will be held sometime in the fall.
- The Office Administrator will be on vacation from July 6-17, inclusive.
- The Village Manager attended the following external meetings this past month:
 - June 24 – Mayors/Reeve/Administrators Meeting - Rosalind
 - July 7 – met with Dennis Johnson & Steve Haugen - Camrose

Office Renovations:

- The building is basically complete with just a few minor details needing attention.
- We were not satisfied with the quality of the front faces of the filing system and Wilcor has agreed to replace them.
- Paint touch ups were required and are basically complete.
- One more section of the council table needs to be cut and installed.
- The moving dates will be July 20 & 21. The Administration recommends that the office be closed those two days.
- The window coverings should be installed the first week of August.
- The building signage design needs to be finalized and then ordered.
- The Library Board Chairman asked if the Village would be interested in holding a joint grand opening of the building in conjunction with Library and the Seniors. The Administration feels this would be an excellent idea. The date will be determined after the Library shelving arrives and the board/staff have a better idea of when they will be ready to host a grand opening.

Development:

- There were no development permits issued this past month.
- The total number of permits approved to date in 2009 is four.
- One Demolition Permit was issued this month for the house at Lot 24, Block 1, Plan LVII.
- The total of demolition permits issued in 2009 is two.
- Coldwell Banker has listed the seven new lots on Niblock Street for the agreed upon price of \$34,000 + gst. The agreement to build within 30 months will be registered and become an attachment to the real estate contract.
- A grading plan for the seven new lots on Niblock Street would cost approximately \$5000 (the administration is waiting for a second quote to come in). The benefit would be substantial in that the final grading plan for each lot would be predetermined and provided to the purchasers of the lots in advance of construction. This should prevent houses from being built too low and the surface water for the entire block should then flow as planned.
- The owners of Lot 16 & 17, Block 4, Plan LVII have been reminded that Clause 4 of their Development Permit states that after the footings are poured but before the house is built or brought in, a certificate from an Alberta Land Surveyor is required to certify that the house meets the setback requirements of the Land Use Bylaw. The owners have been notified that construction cannot proceed until this certificate is received by the Development Officer.

Public Works:

- The repairs to lagoon have been completed at an approximate cost of \$55,000 (not including the GST). The budget was approved at \$83,000. Savings were derived from finding clay nearby and generally, less time was required to complete the repairs. Included in this cost are the engineering fees, removal of the faulty valve and blocked weir, installation of a new valve and new weir box, and the equipment and labour costs to build up and pack the clay berms.
- The sewer lines were flushed. Blockages were found in two areas and both required a vac truck to clean them out.
- The Public Works Director discovered problems with one of the pumps at the lift station. After checking a variety of possibilities, Forster Feeder Manufacturing out of Killam was contracted to check the sewage reservoir beneath the lift station building. It turned out that the level of debris and gravel was up to the bottom of the suction tubes, thereby blocking the tubes. As a result, the sewage reservoir was cleaned out. (This is generally required every two to three years.)
- Public Works staff started street sweeping.
- The patching of the roads has begun and will continue when the roads dry up again.

- Old sidewalks are being removed with the old cement being used on the sides of the berms at the sewage lagoon. There are a few more sidewalks to be removed.
- Vrolson Road and Alberta Avenue main stop – the contractor is checking into the effect of the ¾” main stop versus a 1” main stop. Some contractors believe that a ¾” main stop will not affect the water pressure through a 1” line. Now that school is out, if the main stop requires replacing, the contractor will turn off the water in that area of the village and complete the work required.

Parks and Facilities:

- There was another leak in one of the washrooms that required repairs.
- The additional 90 trees arrived from the Bowden Nursery and were planted east of the ball diamonds. Some trees look like they may not live – the staff will be in contact with the nursery if that is the case.

By-Law Services:

- Referrals to the Bylaw Enforcement Officer this past month:
 - Dog off leash.
- In early April, the Bylaw Enforcement Officer sent a letter to the owner of the property at Lot 8, Block 3, Plan LVII with a deadline date to clean up the lot and no progress has been made to date. I believe the Bylaw Officer was unsuccessful in reaching the owner by telephone to discuss the letter. He will now issue an enforcement order which means the owner will be given another deadline (likely 2-3 weeks) to clean up the lot and if the deadline is not met, the Village will have the right to complete the work and charge the costs to the owner.
- A letter was written to the resident who requested that the Village Council consider waiving or reducing her dog fine stating that the Village does not interfere with the processes of the Bylaw Enforcement Officer. Therefore, there will be no change to the fine assessed.

Fire Department:

- There have been four fires and one false alarm this past one-and-one half months:
 - May 26 – grass fire spread to field
 - May 30 – false alarm
 - May 31 – rekindled root pile
 - June 11 – underground fire surfaced
 - June 13 – grass fire next to railway track