

## Report from the Administration

For the period December 12, 2009 – January 14, 2010

### **2009 Highlights:**

- The wastewater lagoon developed a leak in one of the berms. An engineer was hired to assess the severity of the situation and the problem areas were repaired immediately.
- The Village purchased a small street sander to avoid having to wait for Carillion to sand the Village Roadways.
- On March 31, the agreement with Centra-Cam to pick up cardboard and newsprint was terminated.
- 120 trees were received and planted in spring.
- The Village Administration Office relocated in July.
- The roof of the water reservoir was repaired.
- The Battle River School Division property east of the school was rezoned from Park to Institutional (to correct a zoning error from many years ago).
- The Grand Opening of the Village Office, Public Library and Seniors Clubroom was held on October 26, 2009.
- A resident satisfaction survey was distributed in Fall 2009.
- The Public Works Director stepped down from his position and the Village hired a new full-time Director effective November 1, 2009.
- Through discussions with the Recreation Board, the maintenance of the outdoor ice rink was added to the job description of the Public Works Director.
- There were twenty-one fire / motor vehicle call outs in 2009.
- Three compliance certificates were issued in 2009.
- Development permits:

	<b>2009</b>	<b>2008</b>	<b>2007</b>
New Homes		5	9
Moved-In Homes	2	1	
Building Additions	2		
Garages/Carports	3	8	2
Fences		3	
Decks	1	2	
Hobby Sheds		1	
Other	1 – office reno		
<b>Total # of Permits</b>	<b>9</b>	<b>20</b>	<b>11</b>
<b>Total Value</b>	<b>\$509,800</b>	<b>\$1,118,400</b>	<b>\$1,737,000</b>

### **Administration:**

- The Village Office was closed from December 24/09 to January 3/10 (inclusive).
- The new municipal software has been ordered and we will be informed of the installation date soon.
- Completed the follow up with Municipal Affairs on the outstanding issues regarding our 2009 MSI Operating Grant Project Profiles (which required amending due to the late change in criteria).
- Updated the Village of Bawlf Five Year Business Plan which was required for the 2009 New Deal for Cities and Communities (NDCC) Grant. For 2010 and beyond, the Municipal Sustainability Plan that is currently being written by Dallas Dyson will be the document required to receive this grant.
- The auditors from Wilde and Company will be at our office on March 1 & 2 this year.
- The Village Manager attended the following external meetings:
  - December 29 – Rosalind Village Office (to research their software program)

### **Development:**

- There were no development permits issued this past month.
- The total number of permits approved so far in 2010: zero.
- No Compliance Certificates were issued this past month. No compliance certificates have been issued in 2010.
- Received the final copy of the lot grading plan for the new lots on Niblock Street. The required finished grade elevations will be provided to the builders as part of the development permit process and will be required to be adhered to.

### **Public Works:**

- The snow has been removed from around the fire hydrants.
- Snow removal and street sanding has occurred as required.
- The Village Manager informed EcoLiner that the Village will likely completely replace the sewer lines along Macrae Street rather than line them with the fibreglass insert. It was mentioned that the Village may be interested in EcoLiner in future years.

### **Parks and Facilities:**

- A snow fence will be installed along the new trees planted near the ball diamonds to protect them from snowmobile and quad traffic.
- The hall rental booking contract was amended along with the general terms and conditions of the hall rental.

- The Public Works Director has been learning the ice making process and works on the ice maintenance first thing every morning (weather permitting).
- On January 6, 2010, the Village Manager met with two representatives from the Recreation Board regarding ice maintenance details, scheduling, etc. A follow up meeting will be held to review the transition.
- One of the two furnaces in the old hall required some minor repairs.

**By-Law Services:**

- There were two bylaw complaints this month:
  - Pet defecation.
  - Dog running at large.
- Dog tag sales are a bit slow. We will post notices on the usual bulletin boards to inform residents that the 2010 tags are now available and when the rates will increase.

**Fire Department:**

- There was one fire call this past month:
  - January 10 – train engine (just west of Bawlf) – no fire suppression required