

Report from the Administration

For the period January 15 – February 11, 2010

Administration:

- 2010 Provincial Budget highlights:
 - Municipal Sustainability Initiative grant amounts should remain relatively stable with some funding being deferred to the later years of the program. The Alberta Municipal Infrastructure Program fund has been fully transitioned into the MSI grant.
 - Municipal Sponsorship Program has been eliminated for 2010.
 - The Street Improvement Program grant may be reduced.
 - The federal-provincial-municipal grants (ie. Building Canada Fund and Infrastructure Stimulus programs) have increased.
 - The education portion of the property tax will increase by approximately 4.3%.
- The Office Administrator submitted an application for one summer student through the federal Canada Summer Jobs grant program.
- The Office Administrator's preparation for the auditors is continuing and going well. The auditors will be here March 1 & 2.
- The Village Manager has updated the chart of accounts (code names and numbers) to be consistent across all departments. This information is needed for the new software program.
- Dieter Langer reviewed the Village's Municipal Emergency Plan and made a few recommendations for small amendments. He has provided information for various courses the Director of Disaster Services could register for. The first course he will complete is the Basic Emergency Management course on line.
- The Village received \$25,000 from the Camrose County Recreation Committee through the Legacies Grant Program to assist with the costs of the Village Office/Library/Seniors Clubroom building renovations. A thank you letter was sent under the Mayor's signature.
- The Village received its 2009 New Deal for Cities and Communities (NDCC) Grant (\$31,795) based on the updated Village of Bawlf Five Year Business Plan. The 2010 NDCC grant will be provided subject to the completion of the new Municipal Sustainability Plan that is being coordinated by Dallas Dyson.
- The Village will be employing a work experience student from the Bawlf School from February 12 to approximately June 30, 2010. An interview has been conducted – the student will work with the PW Director on various outdoor tasks and projects.
- The Village Manager attended the following external meetings:
 - January 10 – Municipal Emergency Plan Review Meeting with Dieter Langer and the Disaster Services Director
 - January 28 – Mayors/Reeve/Administrators Meeting – Bashaw

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.

Public Works:

- The lift station project has had a few delays ie. the project changed from the natural gas generator being located outside in a separate building, to being moved inside on a platform over the pit, to being placed just inside the door on the concrete. Last month, Council asked about the maintenance of the generator – yes, it will require one day of servicing every three years or so. An industrial mechanic with expertise in electrical relay contacts would need to be hired. A regular mechanic could also check the motor more often.
- Some snow clearing and sanding was required this past month.
- The Public Works (PW) Director has been assisting the Water & Sewer (W & S) Operator with the daily water tests as often as possible.
- The water distribution pumps were greased in January.
- The bracket of the bobcat blade required repairs this past month.
- The F-150 may have a short – the PW Director will be working on the problem.
- A natural gas heater has been installed in the public works shop.
- The PW Director and the W & S Operator attended a meeting of water and sewer system operators in Edberg on February 11/10. The idea of this group meeting regularly was discussed at a Mayors/Reeve/Administrators meeting.
- The PW Director is registered in the Small Systems Water Certification Course to be held in Edmonton on April 29 & 30, 2010.

Parks and Facilities:

- The Public Works Director is continuing to complete the ice maintenance at the outdoor rink with assistance from the previous ice maker. The ice is now being cleared and flooded first thing in the morning (unless unforeseen circumstances arise).
- There are some boulevard trees that are hanging over a resident's fence and the resident asked if we could get the branches trimmed. The tree trimming company indicated it would be better for them to do this in spring so we will look at hiring them at that time.

By-Law Services:

- There were no bylaw complaints this month.

Fire Department:

- There was one fire call this past month:
 - February 5 – medical – secondary response
- Two sets of new bunker gear arrived but they were not what was ordered. They were returned and the new sets should arrive in 2-3 weeks.
- The Fire Chief looked at a 1991 Ford fire truck sometime last fall. It needed some work. That work has been completed and the truck is now ready for a test drive. The cost would be approximately \$30,000 + GST.