

Report from the Administration

For the period March 12 – April 15, 2010

Administration:

- The Office Administrator has been working with the auditors by providing additional information that they did not gather while they were in Bawlf.
- The final preparations were completed for the final budget meeting on March 31st.
- The Tangible Capital Assets inventory and valuation of all Village assets has been completed. The categories of assets are: Land, Land Improvements, Buildings, Engineered Structures, Vehicles and Equipment, Cultural and Historical. The most detailed and time consuming category was the Engineered Structures (we were required to calculate the lengths and ages of all water and sewer lines, roadways and alleys, sidewalks, and curb and gutter.) A copy has been sent to the auditors and will be included in the 2009 audited financial statement.
- The Municipal Sustainability Initiative (MSI) Operating Grant profiles have been completed and sent in to Municipal Affairs.
- The necessary arrangements have been made at the Kelsey Transfer Station and the Camrose Landfill for the Village Clean Up Event on May 4th.
- The advertizing for the two summer positions has been distributed to Augustana University, the Booster, posters around the Village, and in the Village Voice. To date, we have not received formal confirmation of grant funding for the positions – the notification usually comes in late April.
- The Village Manager attended the following external meetings:
 - March 29 – County Manager of Planning and Development re: Children’s Centre Development Permit – Camrose
 - April 8 – Collaborative Governance Session – Daysland

Development:

- There were no development permits issued this past month.
- The Development Officer has been working with the School Board on the details of the Regional Children’s Centre permit for the first building, the access road and the water and sewer service lines. The permit will be issued in the near future.
- The total number of permits approved so far in 2010: one.
- No Compliance Certificates were issued this past month. No compliance certificates have been issued in 2010.
- There has been a serious inquiry on a new lot along Niblock Street.
- The owners of Lot 4A, Block 17, Plan 072 0313 have been reminded by letter that they must start construction of their house by June 1, 2010.

Public Works:

- A slow water leak at Martin Avenue and Hanson Street was repaired on April 12, 2010.
- The wind and snow/slush storm on April 9th required some clean up of broken tree tops, picking of garbage and some sanding (on Hanson Street especially).
- Curb cleaning has been started and will continue between other more urgent tasks.
- Servicing of the 1-ton and the ½-ton was completed.
- The Village half-ton truck is now being parked in the Village garage behind the fire hall.
- The County is willing to prepare and apply the dust control product on Vrolson Road as they do this work on County roads in the Bawlf area. The County will invoice the Village.
- The generator for the lift station is expected to arrive in Bawlf sometime between May 28-31. Bids are being requested by Banner Engineering for the various phases of work that will be required (ie. gas, power, concrete, etc.).
- Water usage increased for March 10, 11 and 13 - the reasons are unknown.
- There was a slight sewer back-up at a residence on Niblock Street on March 12. The main lines seemed to be clear.
- The sewer lift station called out emergencies on March 11 and March 20 but no problems were found.
- Coverage for water and sewer was provided by Roger Higgins from March 9-12 when the Water & Sewer Operator was away at the Alberta Water and Wastewater Convention.
- An ad to recruit an engineering firm to manage the Macrae Street project has been drafted and will be sent to a few firms in the next few days.

Parks and Facilities:

- Starting to service the mowers and other parks equipment.
- Some clean up in the park was required after the wind storm on April 9th.
- The old hall is no longer being leased out and can therefore be utilized for events or activities not appropriate for the new hall. The Playschool Society program continues until the end of May.

By-Law Services:

- There were no bylaw complaints this month.
- It is the time of year when we want to encourage residents to clean up their yards (front and back). Perhaps we can include a notice in the May Village Voice.

Fire Department:

- There were three fire calls this past month:
 - March 24 – trailer
 - March 31 – garage (Rosalind called in to assist)
 - April 6 – false alarm
- No fire practices held this past month due to the casino.

- The motion Council passed in November approving \$35,000 for the purchase of a certifiable fire truck and that the funding be taken from the Fire Capital Reserve and General Revenues. (There is \$25,000 is the Capital Reserve.)