

Report from the Administration

For the period May 14 – June 10, 2010

Administration:

- Set up of the new Muniware accounting program continues with the payables and receivables being entered starting January 2010 to present.
- The deadline for the 2009 municipal audits to be submitted to the province is June 25, 2010. This is later than usual due to the additional work required to include the Tangible Capital Assets data. We have been in touch with our auditors and they are close to having the audit complete.
- Can-Pak Environmental may be close to securing another community for curb side pick-up of recyclable materials. The intent is to have another site on the same route Bawlf would be on to reduce the monthly cost per household. The Can-Pak representative may be interested in attending the July Council meeting to talk about the program and potential costs.
- Camrose & District Support Services has notified their CDSS partners that the counselling program hours have been reduced due to budget restraints.
- Municipal Affairs asked for, and we provided, supplemental information on three of our Operating Municipal Sustainability Initiative projects (information that was not mentioned in the MSI Guidelines).
- The Village Manager took approximately two weeks of overtime off in May.
- The Village Manager attended the following external meetings:
 - May 31 – JR Paine & Associates RE: geotechnical study on Macrae Street - Bawlf
 - June 4 – LGAA Zone 4 Meeting – Hardisty

Development:

- There were two development permits issued this past month for a deck and a new house. The total number of permits approved in 2010: six.
- No Compliance Certificates were issued this past month. No compliance certificates have been issued in 2010.
- Work on the Regional Children's Centre site has been delayed due to the wet weather. Since the development permit was approved, there have been a few slight adjustments to the lot drainage plan as well as the timing of portions of the landscaping.
- A letter has been sent to the Battle River School Division regarding the removal of the old sidewalk on the Macrae Street side of the parcel and that the Village wishes to retain the concrete for lining the berms at the wastewater lagoon. The letter also stated that the replacement of that sidewalk will be considered in the 2011 Budget deliberations.
- A development permit application for Lot 6A, Block 17, Plan 072 0313 was submitted by the deadline of May 13/10. However, the required attachments were not complete and therefore, the permit has not been processed. A letter has been submitted to the owner asking that a plot plan from a certified surveyor be submitted as soon as possible.

- The owners of Lot 4A, Block 17, Plan 072 0313 were to begin construction of their house by June 1, 2010. Their realtor informally told our Office Administrator that they spoke to a builder. The Development Officer also received an email from the realtor stating that the owner would be calling our office on either June 7th or 8th. No call has been received to date. Therefore, the Village will begin proceedings to repurchase the lot as per the restrictive covenant that was part of the purchase agreement.

Public Works:

- The bore holes to analyze the roadway structure of Macrae Street were dug on approximately June 2, 2010. The data will be included in the geotechnical study that the Village commissioned J.R. Paine and Associates to complete.
- The existing Closed Circuit Television (CCTV) video taken on the sewer line along Macrae Street is not sufficient for the purposes of determining the condition of the sewer line along those 3.5 blocks. The camera positioning and the amount of sediment in the lines did not provide an accurate and clear video. Therefore, the lines will be re-videoed in the near future.
- The lift station generator has been shipped to Edmonton and installation will occur as soon as the concrete pad has been poured and sets for a period of time. The alarm system and auto-dialler will be upgraded at that time as well.
- Letters were sent to the homeowners along Hanson Street (between Molstad and Martin Avenues). Five of the fourteen homeowners are opposed to the use of calcium for dust control on this street.
- The dust control product was not applied to Vrolson Road and Railway Avenue while the crews contracted by Camrose County were in the Bawlf area. Do we still want to proceed?
- The Public Works Director position has been advertized in the June Village Voice, the June 8th Booster and on the AUMA and AAMD&C websites with a closing deadline of June 21st.
- The heavy rains of late caused the lift station to back up on June 8th due to surface water entering the sewer system by various means. The water was turned off for approximately three hours that day to prevent additional sewage/wastewater from entering the system and compounding the problem.
- After being submersed in water, the two pumps were not pumping at full capacity on June 8th. The phone fan out system was implemented, asking residents to use as little water as possible to allow the pumps to "catch up". As of the morning of June 9th, the output of the pumps was up to near full capacity again. ECM, the company that has worked on the pumps in the past, is expected on June 10 or 11, 2010.
- The alkaline spot on the field near the lagoon is being monitored. Right now the area in question is under water due to the heavy rains.

Parks and Facilities:

- The two summer students have been busy with the following:
 - 1) Cleaning the facilities at Jubilee Park, the Skating Rink, and the Curling Rink.
 - 2) Cleaned the recycling area and took the material to Centra Cam.

- 3) Planted grass at the Bawlf Community Centre.
 - 4) Have been mowing and trimming grass weather permitting.
 - 5) Helped with the repairs at the Lift Station.
 - 6) Have set up the ball diamonds when games have been scheduled.
- The Jubilee Park Campground has been included in the 2010 Alberta Campground Guide.

By-Law Services:

- No complaints were filed at the Village Office.
- The Bylaw Officer spotted two unattached trailers and issued warnings accordingly.

Fire Department:

- There were no fire calls this past month.
- Fire practice scheduled for June 7th was cancelled due to the heavy rain.