



## **AGENDA**

### **Regular Meeting of Council of the Village of Bawlf in the Province of Alberta Wednesday, February 16, 2011 – 7:00 p.m. Council Chambers**

#### **1. CALL TO ORDER**

#### **2. DELEGATIONS**

- a) 7:00 p.m. -- Focus Corporation – sanitary sewer project (Allan Yamashita)

#### **3. GENERAL GOVERNMENT**

- a) Agenda

**Motion** to adopt as presented

- b) Minutes of the Regular Meeting of Council held January 19, 2010

**Motion** to adopt as presented

- c) Accounts Payable – for January 14, 2011 – February 10/11

#### **4. BUSINESS ARISING**

- a) Master Rates Bylaw #576/11

**Second Reading**

**Third Reading**

- b) Letter from Owners of Lots 21 – 24 Block 2 Plan LVII (RN57)

#### **5. NEW BUSINESS**

- a) Appointment of Bawlf Public Library Auditor

**Motion**

- b) Sale of Bawlf Community Hall (Old Hall)

**Discussion**

- c) Garbage Collection

**Motion**

- d) Communities in Bloom

**Discussion**

- e) Council Code of Conduct and Values Policy

**Discussion/Motion**

Item #: 3. a)



- f) Fridays Openings of Village Office – Cr. R. Blatz

**Discussion**

- g) Newsletter – Cr. R. Blatz

**Discussion**

**6. STANDING COMMITTEE REPORTS**

- a) Mayor's Report
- b) Administration Report
- c) Recreation & Community Services:
  - Dave Knipe Memorial Library
  - Providence Place
  - Sanden Court
  - Bawlf & District Recreation Association
  - BRAED
  - Shirley McClellan Regional Water Services Commission
  - Regional Children's Centre
  - Protective Services
  - School Council
  - Other

**7. CORRESPONDENCE**

- a) Battle River School Division #31 Memorandum
- b) Atco Electric – Eastern Alberta DC Transmission Line – Preferred Route Option

**8. CONFIDENTIAL ITEMS**

NONE

**9. ADJOURNMENT**





RECEIVED

FEB 09 2011

## Bawlf Sanitary Sewer Relining

Rate	Allan Yamashita - Project Manager		Sandra Segal - Project Engineer		Technician	CAD Operator	Admin Support	Subtotal	Disbursements 15%	Total
	\$	Hours	\$	Hours						
	166		114		85		119			72
<b>Contract Documents</b>										
Specifications, drawing and Tendering	16	4		20	0		4	\$ 5,780	\$ 867	\$ 6,647
Award	8	2		0	0		0	\$ 1,556	\$ 233	\$ 1,789
	8	2		0	0		2	\$ 1,700	\$ 255	\$ 1,955
								Subtotal		\$ 10,391
<b>Construction Supervision (MaCrae Street)</b>										
Startup Meeting	8	2		0	2		1	\$ 1,798	\$ 270	\$ 2,068
Project Administration	12	4		0	4		4	\$ 3,076	\$ 461	\$ 3,537
2 Site Visits	16	0		0	2		1	\$ 2,898	\$ 435	\$ 3,333
Project Closeout	8	0		0	2		1	\$ 1,570	\$ 236	\$ 1,806
								Total MaCrae St		\$ 21,135
<b>Optional</b>										
<b>Construction Supervision (Sanden Street)</b>										
Project Administration	12	4		0	4		4	\$ 3,076	\$ 461	\$ 3,537
2 Site Visits	16	0		0	2		1	\$ 2,898	\$ 435	\$ 3,333
Project Closeout	8	0		0	2		1	\$ 1,570	\$ 236	\$ 1,806
								Total Sanden St		\$ 8,676
<b>Construction Supervision (King Street)</b>										
Project Administration	6	2		0	2		2	\$ 1,538	\$ 231	\$ 1,769
1 Site Visit	8	0		0	2		1	\$ 1,570	\$ 236	\$ 1,806
Project Closeout	8	0		0	2		1	\$ 1,570	\$ 236	\$ 1,806
								Total King St		\$ 5,380

Item: 2.a)



**SCHEDULE OF QUANTITIES : VILLAGE OF BAWLF  
SANITARY SERVICE RELINING 2011**

The Tenderer's attention is directed to the Instructions to Tenderer's information regarding the completion of Schedules.  
The section Numbers shown in the Tender Form refer to the specifications covering measurements and payment for that Item.

ITEM	SECTION	DESCRIPTION	TENDER QUANTITY	UNIT	UNIT PRICE	EXTENSION
UNIT PRICE SCHEDULE "A"- MACRAE STREET (MH 1 - MH 7)						
A1	Spot Repairs					
	MH 1 to MH 2(Pipe Length 77.4 m)					
	Spot Repairs @ 75m	3	l.m.	\$	-	
	MH 5 to MH 6(Pipe Length 81.4 m)					
	Spot Repairs @ 8.2m	3	l.m.	\$	-	
	MH 6 to MH 7(Pipe Length 91.7m)					
	Spot Repairs @ 36m	3	l.m.	\$	-	
A2	Milling					
	MH 1 to MH 2 (Pipe Length 77.4 m) Heavy Encrustation @35.2m	1	ea.	\$	-	
	MH 2 to MH 3 (Pipe Length 122.5 m) Medium Encrustation @5.7m	1	ea.	\$	-	
	MH 3 to MH 2 (Pipe Length 122.5 m) Heavy Encrustation @57.5m	1	ea.	\$	-	
	MH 3 to MH 4 (Pipe Length 123.1 m) Heavy Encrustation @92.8m	1	ea.	\$	-	
	MH 4 to MH 3 (Pipe Length 123.1 m) Heavy Encrustation @5.5m	1	ea.	\$	-	
	MH 4 to MH 5 (Pipe Length 100.8 m) Medium Encrustation @1.7m and @37m; Light Encrustation @ 7.5m	3	ea.	\$	-	
	MH 5 to MH 4 (Pipe Length 100.8 m) Medium Encrustation @19.6m	1	ea.	\$	-	
	MH 5 to MH 6 (Pipe Length 81.4 m) Medium Encrustation @ 1.5m, Heavy Encrustation @ 7.1m	2	ea.	\$	-	
	MH 6 to MH 5(Pipe Length 81.4 m) Light Encrustation 15.6m; Heavy Encrustation @ 16.1m	2	ea.	\$	-	
A3	Full Reline					
	MH 1 to MH 2	77.4	l.m.	\$	-	
	MH 2 to MH 3	122.5	l.m.	\$	-	
	MH 3 to MH 4	123.1	l.m.	\$	-	
	MH 4 to MH 5	100.8	l.m.	\$	-	
	MH 5 to MH 6	81.4	l.m.	\$	-	
	MH 6 to MH 7	91.7	l.m.	\$	-	
A4	Shorty Service Reline					
	No. of Connections from					
	MH 1 to MH 2	3	ea.	\$	-	
	MH 3 to MH 2	7	ea.	\$	-	
	MH 3 to MH 4	4	ea.	\$	-	
	MH 4 to MH 3	1	ea.	\$	-	
	MH 4 to MH 5	2	ea.	\$	-	
	MH 5 to MH 4	1	ea.	\$	-	
	MH 6 to MH 5	2	ea.	\$	-	
	MH 6 to MH 7	2	ea.	\$	-	
A5	Manhole Reline					
	MH 5 to MH 4	1	ea	\$	-	
TOTAL SCHEDULE "A"					\$	-

ITEM	SECTION	DESCRIPTION	TENDER QUANTITY	UNIT	UNIT PRICE	EXTENSION
UNIT PRICE SCHEDULE "B"-SANDEN STREET (MH 11 - MH 17)						
B1	Spot Repairs					
	MH 12 to MH 11 (Pipe Length 105m)					
	Spot Repair @3.2 m and @ 45 m	3	l.m.	\$	-	
	MH 13 to MH 14 (Pipe Length 59.7m)					
	Spot Repair @58m, Broken Pipe @ 2.1m	6	l.m.	\$	-	
B2	Milling					
	MH 11 to MH 12 (Pipe Length 105m) Medium					
	Encrustation @ 1.5m, @ 4.8m and @ 6.2m	3	ea.	\$	-	
	MH 12 to MH 11 (Pipe Length 105m) Medium					
	Encrustation @ 5.9m, @ 7.4m; Heavy Encrustation @ 55.9m	3	ea.	\$	-	
	MH 13 to MH 14 (Pipe Length 59.7m) Medium					
	Encrustation @ 5.2m, @ 6m; Heavy Encrustation @ 20.4m	3	ea.	\$	-	
	MH 14 to MH 13 (Pipe Length 59.7m) Medium					
	Encrustation @ 1.5m, @ 7.3m; Heavy Encrustation @ 9.9m	3	ea.	\$	-	
	MH 14 to MH 15 (Pipe Length 122.5m) Heavy					
	Encrustation @ 1.5m	1	ea.	\$	-	
	MH 15 to MH 14 (Pipe Length 122.5m) Heavy					
	Encrustation @ 1.9m	1	ea.	\$	-	
	MH 15 to MH 16 (Pipe Length 68.9m) Medium					
	Encrustation @ 15.7m	1	ea.	\$	-	
	MH 16 to MH 15 (Pipe Length 68.9m) Medium					
	Encrustation @ 3.9m, @ 11.1m, @ 34.5m	3	ea.	\$	-	
	MH 16 to MH 17 (Pipe Length 51.9m) Medium					
	Encrustation @ 1.5m, Heavy Encrustation @ 4.2 m	2	ea.	\$	-	
	MH 17 to MH 16 (Pipe Length 51.9m) Medium					
	Encrustation @ 22.3m, Heavy Encrustation @ 47.3 m	2	ea.	\$	-	
B3	Full Reline					
	MH 11 to MH 12	105	l.m.	\$	-	
	MH 13 to MH 14	59.7	l.m.	\$	-	
	MH 14 to MH 15	122.5	l.m.	\$	-	
	MH 15 to MH 16	68.9	l.m.	\$	-	
	Mh 16 to MH 17	51.9	l.m.	\$	-	
B4	Shorty Service Reline					
	No. of Connections from					
	MH 12 to MH 11	3	ea.	\$	-	
	MH 13 to MH 14	3	ea.	\$	-	
	Mh 15 to MH 14	1	ea.	\$	-	
	MH 15 to MH 16	1	ea.	\$	-	
	MH 16 to MH 15	3	ea.	\$	-	
	MH 17 to MH 16	1	ea.	\$	-	
B5	Manhole Reline	0	ea.	\$	-	
TOTAL SCHEDULE "B"					\$	-

ITEM	SECTION	DESCRIPTION	TENDER QUANTITY	UNIT	UNIT PRICE	EXTENSION
<b>UNIT PRICE SCHEDULE "C"- KING STREET (MH 8 - MH 10)</b>						
C1	<b>Spot Repairs</b>	MH 8 to MH 9 (Pipe Length 119.8 m)				
		Spot Repairs @102 m and @ 117m	6	l.m.	\$	-
		MH 9 to MH 10(Pipe Length 53m)				
		Spot Repairs @1.5m, @10m and @ 17m	9	l.m.	\$	-
C2	<b>Milling</b>	MH 8 to MH 9 (Pipe Length 119.8m) Medium Encrustation @ 1.5m and @30.2m,	2	ea.	\$	-
		MH 9 to MH 8 (Pipe Length 119.8m) Medium Encrustation @ 23m, @28.4m and @40.4m	3	ea.	\$	-
		MH 9 to MH 10 (Pipe Length 53m) Medium Encrustation @1.5m and @31.9m	2	ea.	\$	-
		MH 10 to MH 9 (Pipe Length 53m) Heavy Encrustation @20.4m	1	ea.	\$	-
C3	<b>Full Reline</b>	MH 8 to MH 9	119.8	l.m.	\$	-
		MH 9 to MH 10	53	l.m.	\$	-
C4	<b>Shorty Service Reline</b>	No. of Connections from				
		MH 8 to MH 9	1	ea.	\$	-
		MH 9 to MH 8	5	ea.	\$	-
		Mh 9 to MH 10	1	ea.	\$	-
C5	<b>Manhole Reline</b>		0	ea.	\$	-
<b>TOTAL SCHEDULE "C"</b>					<b>\$</b>	<b>-</b>

SUMMARY OF UNIT PRICE SCHEDULES

UNIT PRICE SCHEDULE "A" - MACRAE STREET

\$ -

UNIT PRICE SCHEDULE "B" - SANDEN STREET

\$ -

UNIT PRICE SCHEDULE "C" - KING STREET

\$ -

UNIT PRICE SCHEDULE "A"+"B"

\$ -

UNIT PRICE SCHEDULE "A"+"C"

\$ -

UNIT PRICE SCHEDULE "B"+"C"

\$ -

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF TENDERER



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**PART 1.0 - GENERAL**

**.1 SCOPE**

1. This section specifies the requirements for cleaning of sewer mains and removing foreign materials from lines.
2. Contractors that are cleaning sewers are required to provide information which includes detailed specifications, methodology, design and cleaning details.

**.2 RELATED SECTIONS**

Inspection of Sewers :Section 02954

**.3 CONSTRAINTS**

1. The Contractor's cleaning methods shall not shut off the existing services for more than 12 hours. The Contractor shall provide acceptable alternatives to services that are temporarily disrupted.
2. The cleaning shall be undertaken without any excavation unless approved in writing by the Owner.

**PART 2.0 - PRODUCTS**

**.1 MATERIALS**

1. Chemicals such as those used for root control shall be selected in accordance with current environmental protection regulations to minimize negative impacts on the environment.
2. Contractors shall submit a material safety data sheet for each chemical used prior to starting work.

**.2 EQUIPMENT**

1. The equipment required for this work may include one or more of the following:
  1. Rotating Chain Cutter Tool
  2. Rotating Cutter Head Tool
  3. Service Hub Cutter Tool
  4. High-Velocity Jet Nozzles.
  5. CCTV Cameras

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**PART 3.0 - EXECUTION**

**.1 SAFETY PROCEDURES**

1. The Contractor shall pay strict attention to the Alberta Occupational Health and Safety Act and Regulations and other construction safety measures as outlined in Section 00800 - Occupational Health and Safety Requirements, Volume 1 General.
2. Contractors shall provide a copy of their confined space entry procedures prior to commencing work.
3. Supply material safety data sheets for all chemicals to be used to the Owner for approval.

**.2 PRELIMINARY INSPECTION**

1. Obtain all information necessary for the planning and execution of the sewer cleaning.
2. Review all available closed circuit TV (CCTV) tapes and record drawings.
3. If required, inspect sewer by CCTV and by other means prior to starting work. Inspect the interior of the sewer carefully to determine the existence of any conditions that may prevent proper cleaning. (e.g. if roots or solid debris is suspected). The interior of the pipeline shall be carefully inspected to determine the location of any conditions which may prevent proper installation of CIPP into the pipelines, and it shall be noted so that these conditions can be corrected. The Contractor shall be responsible for confirming the locations of all branch service connections prior to installing and curing the CIPP. A video tape and suitable log shall be kept for later reference by the Owner.
4. Employ personnel trained in viewing CCTV in accordance with the Owner's Sewer Physical Condition Classification Manual for locating breaks, obstacles, and service connections.
5. Provide a detailed record of all breaks, severe pipe deformations, significant changes in cross sections between manholes, obstacles and service connections.

**.3 BYPASSING FLOW IN SEWER LINES**

Where high sewer flows prevent adequate cleaning or post cleaning inspection, flows shall be controlled.

**.4 LINE CLEANING**

1. Prior to the installation of cured-in-place liner, Contractor shall thoroughly clean the sewer designated to receive the liner. Cleaning shall constitute removal of all debris, solids, roots and other deposits in the sewer line.
2. Clean the line of obstruction such as solids, roots, sediments, protruding service connections or encrustation to at least 98% of the original capacity so that any subsequent rehabilitation



scheme, such as joint grouting or relining, can proceed.

3. If sewer clearing or obstacle removal methods can not remove an obstruction, a point repair excavation shall be made to uncover and remove or repair the obstruction. The Owner's prior approval must be obtained.
4. The Contractor shall make every effort to identify such locations during the tender period after reviewing the available DVD's, CCTV tapes and record plans. No extra payment shall be made for removal of obstructions that in the opinion of the Owner were adequately identified at the time of tender.

**.5 INSPECTION ON COMPLETION**

1. The Contractor will carry out inspection of the cleaned sewers by television camera or other related means, in accordance with Section 02954 – Inspection of Sewers.
2. The inspection shall be performed after all mains, manholes and service connections have been cleaned along a section.

**.6 CLEAN UP**

1. Upon completion of the sewer cleaning, clean up and restore externally affected areas to the condition that existed prior to commencement of the work.
2. Remove and haul debris to an approved disposal site. Debris and water shall be disposed of in accordance with applicable bylaws and legislation. Where necessary, debris may need to be tested for compliance with environmental law. Contractor shall retain invoices of disposal and such testing, and provide them for payment, if payment terms of the contract allow.

**END OF SECTION**

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**PART 1.0 - GENERAL**

**.1 SCOPE**

- .1 This section specifies requirements for the inspection of gravity sewer lines, including:
  - .1 Closed circuit television (CCTV)
  - .2 Manhole Inspection
- .2 The purpose of the sewer inspection may be for the requirements of a construction completion certificate (C.C.C.)
- .3 The work of this section includes:
  - .1 Supply of all materials, equipment, labour and supervision.
  - .2 Cleaning of sewers immediately before inspection.
  - .3 Inspection of manholes, where specified.
  - .4 All service laterals shall to be CCTV inspected and recorded onto digital format prior to lining and after lining.

**.2 SAFETY PROCEDURES**

- .1 The Contractor shall pay strict attention to the Alberta Occupational Health and Safety Act and Regulations and other construction safety measures

**PART 2.0 - PRODUCTS**

**.1 CLOSED CIRCUIT TELEVISION INSPECTION EQUIPMENT**

- .1 Television equipment shall consist of a self-contained camera and a monitoring unit connected by a coaxial cable. This equipment shall be specifically designed and constructed for such inspection purposes. The camera shall be mounted on adjustable skids, or wheels, or have a height adjustment to facilitate the inspection of different sizes of pipe and to allow for visual judgment of ovality, by centering the camera within the pipe. The camera shall be waterproof and shall have a remote controlled self-contained lighting system capable of producing effective illumination for all sizes of pipe. The lighting system shall be capable of lighting the entire periphery of the pipe.
- .2 For inspection of existing sewers and new sewers the camera shall have pan and tilt capabilities.
- .3 Recorded picture quality and definition shall be to the satisfaction of the Owner.
- .4 Location measurement of defects shall be made by devices having a proven accuracy of plus or minus 1.5% or 2 meters, whichever is greater. Cable markings, if used, shall not be spaced greater than 600 mm along the length of the cable. Distance measurement system used shall be regularly calibrated by the contractor, with records to be made available to the Owner.



- .5 Equipment shall be mounted in appropriate vehicle. Electrical power for the system shall be self-contained and shall not require removal for each set-up. External power sources from public or private residences shall not be permitted. Sound dampening shall be applied to the vehicle and equipment.
  - .6 Stub lines and other locations where access is limited to one manhole shall be televised using a crawler equipped camera.
  - .7 The Owner shall not be responsible for any loss or damage to the Contractor's equipment. The Contractor shall carry all necessary insurance to cover loss, damage, and/or retrieval during inspection. The Contractor shall be responsible for any damages due to sewer back-up or flooding that are caused by his cleaning or inspection operations. The Contractor shall promptly inform the Owner if any such damages occur.
- .2 CCTV INSPECTION REPORTS AFTER RELINING
- .1 A digital video shall be provided accompanied by an inspection report. It shall be a record of the exact location of each leak or fault discovered by the television - e.g. open joints, broken, cracked, deformed or collapsed pipe, presence of grease, roots, debris, accumulation, obstruction, infiltration, water depth variations and other points of significance. The reference location for distance measurements shall be the centerline of the launch manhole (chainage 0+00). If the inspection includes an intermediate manhole, chainage shall be reset to 0+00 in the centre of the intermediate manhole.
  - .2 Each manhole to manhole section of pipe shall be located on the report form in such a way as to be readily identifiable. Identify such items as name of subdivision, street names, manhole numbers, type of pipe, joint length, direction of flows, pipe diameter, manhole depth, inspection date, names of the inspection technician, persons viewing, and videotape identification numbers. Lot and block numbers for all services shall be provided.
  - .3 Two copies of the final CCTV report with corresponding video shall be provided to the Engineer within two weeks after the completion of the inspection. The report shall be submitted on DVD's or external hard drives.
  - .4 All DVD's or hard drives shall be numbered and cross-indexed to the written report. Video footage shall indicate the size of the sewer, the manhole to manhole segment being inspected, plus the street address or location.
  - .5 To insure photographic quality in reports, colour video printers shall be used.

### **PART 3.0 - EXECUTION**

- .1 CLEANING (FOR CCTV INSPECTION)
- .1 Refer also to Section 02953 Cleaning Sewers. Prior to inspection, sewer lines are to be cleaned utilizing low pressure flushing.

- .2 If the amount of debris, roots or encrustation makes it impossible to determine the structural condition of the sewer, Contractor shall undertake high pressure flushing, as directed. Sludge, dirt, sand and other debris resulting from the cleaning operations shall be removed from the downstream manhole of the section being cleaned. Passing material from the section being cleaned to the downstream sewer section shall not be permitted.
- .3 Where the initial CCTV inspection indicates the presence of sags greater than 25% of the internal diameter of the sewer, the Contractor shall high-pressure flush that section of line.
- .4 All debris flushed from the lines shall be removed and the Contractor shall be responsible for the proper disposal of the material.
- .5 Water for flushing is generally available from fire hydrants located near the job site. The Contractor shall make arrangement with the Owner.

.2 CLOSED CIRCUIT TELEVISION INSPECTION

- .1 The CCTV inspection shall provide a full record of the condition of the pipes, manholes, and appurtenances along the designated section of sewer.
- .2 The Contractor shall not attempt a CCTV inspection if water levels in the pipe obstruct the camera's view unless instructed by the Owner/Engineer.
- .3 When required, a small diameter polyethylene rope or similar line shall be installed in the sewer in advance of the inspection in order that the camera traction cable may be drawn through the sewer. This line shall be installed on a manhole to manhole basis with the line being tied off at each individual manhole to facilitate the quick removal of the equipment should the need arise due to mainline sewer blockages or other emergency situations.
- .4 Direct communication shall be established between the monitoring station and the camera towing device operator. No loudspeaker devices shall be allowed.
- .5 The CCTV inspection shall document a complete visual survey of the sewer line from manhole to manhole.
- .6 On completion the Contractor shall provide television reports and digital media as detailed above.

**END OF SECTION**



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**PART 1.0 - GENERAL**

**.1 SCOPE**

This section specifies the requirements for lining of existing sanitary or storm sewers using a cured-in-place pipe (CIPP) lining system and to provide for the repair of isolated cracked and broken pipe sections between manhole locations without requiring excavation via the use of cured-in-place pipe spot liners.

**.2 RELATED WORK DESCRIBED ELSEWHERE**

Cleaning Sewers	: Section 02953
Inspection of Sewers	: Section 02954

**.3 REFERENCED DOCUMENTS**

This specification references

- .1 ASTM F 1216: Standard Practice for Rehabilitation of Existing Pipelines and Conduits by the Inversion and Curing of a Resin- Impregnated Tube.
- .2 ASTM D543 - 06: Standard Practices for Evaluating the Resistance of Plastics to Chemical Reagents
- .3 ASTM D790: Standard Test Methods for Flexural Properties of Unreinforced and Reinforced Plastics and Electrical Insulating Materials
- .4 ASTM D2990: Standard Test Methods for Tensile, Compressive, and Flexural Creep and Creep-Rupture of Plastics
- .5 ASTM D5813: Standard Specification for Cured-in Place Thermosetting Resin Sewer Piping Systems
- .6 ASTM F2561 – 06: Rehabilitation of a Sewer Service Lateral and Its Connection to the Main Using a One Piece Main and Lateral Cured-In-Place Liner (1, 2)
- .7 ASTM F2019 - 03(2009) Standard Practice for Rehabilitation of Existing Pipelines and Conduits by the Pulled in Place Installation of Glass Reinforced Plastic (GRP) Cured-in-Place Thermosetting Resin Pipe (CIPP)
- .8 ASTM F1743-96 and D790.

- which are made a part hereof by such reference and shall be the latest edition and revision thereof. In case of conflicting requirements between this specification and these referenced documents, this specification will govern.

**.4 PRODUCT, MANUFACTURER/INSTALLER QUALIFICATION REQUIREMENTS**

- .1 Sewer products are intended to have a 50-year design life. In order to minimize the Owner's risk, only proven products with substantial successful long term track records will be approved. Products and Installers seeking approval must meet all of the criteria herein to be deemed acceptable for this tender. The contractor to be licensed, certified, or otherwise qualified by the manufacturer to install the system and products proposed.
- .2 Sewer rehabilitation products submitted for approval must provide Third Party Test Results supporting the long-term performance and structural strength of the product and

such data shall be satisfactory to the Owner. Test samples shall be prepared so as to simulate installation methods and trauma of the product. No product will be approved without independent third party testing verification. All testing methods shall be in accordance with ASTM D790, D2990, and D5813.

.5 SPOT REPAIRS

- .1 The cured-in-place pipe shall be fabricated from materials which, when cured, will be able to withstand internal exposure to and corrosive effects of normal sewage effluent liquids and gases containing hydrogen sulfide, carbon monoxide, carbon dioxide, methane, dilute sulfuric acid, and external exposure to soil bacteria and chemical attack which may be due to materials in the surrounding ground or sewage within. Unless otherwise specified, corrosion requirements for sewers carrying domestic residential discharges shall be as specified in ASTM F1216, Appendix X2 and ASTM F1743 Table 2. Unless otherwise specified, corrosion requirements for sewers conveying commercial and industrial discharges shall be as specified in ASTM F1216 and ASTM F1743 with the following exceptions:

- .1 pH ranging from 5 to 12
- .2 total petroleum hydrocarbons up to 200 mg/l
- .3 limitations as set forth in Federal categorical pretreatment standards (40 CFR Chapter I, Subchapter N, Parts 405-471)
- .4 limitations set forth in State pretreatment standards (327 IAC 5-16-2)
- .5 where conflict between standards and requirements of this Specification exists, the more stringent standard shall apply

.6 WORK CONTENT

The work includes for the supply of all equipment, labour, material, and services for the following:

- .1 Engineering services for the design of the proposed liner system.
- .2 Mobilization and demobilization.
- .3 Traffic control and maintenance of access to properties.
- .4 Preparation of sewers for accepting the liner system.
- .5 Reconnecting all existing services to provide integral, structurally sound joints with the relined sewer.
- .6 Providing CCTV inspection of the rehabilitated sewer, including service connections, in accordance with Section 02954 – Inspection of Sewers



.7 Quality control during manufacture and installation

.7 SAMPLES

- .1 CIPP samples for the sewer mains shall be prepared and physical properties tested in accordance ASTM D790 and must meet or exceed the values utilized in the design calculations.
- .2 Wall thickness of samples shall be determined as described in paragraph 8.1.6. of ASTM F1743. The minimum wall thickness at any point shall not be less than 87.5% of the design thickness.
- .3 Visual inspection of the CIPP shall be in accordance with Section 8.6 of the applicable ASTM standard.

.8 CONSTRAINTS

- .1 Prior to commencing work the proposed method of reconnecting services is to be reviewed and approved by the Owner.
- .2 Existing sewer services shall not be shut off for more than 48 consecutive hours and as arranged with the Owner.
- .3 The Contractor shall adhere to the work schedule.
- .4 The rehabilitation scheme shall be executed with no excavation, except as specified. Any excavation required shall be as identified in the tender documents.

.9 ALTERNATIVE PIPE RELINING SYSTEMS

- .1 Alternatives proposed by Contractors shall meet the performance requirements specified in this section.
- .2 Contractors shall submit with their tender; detailed specifications, details of proposed design and construction methodology and test data, all complying with ASTM Standards.
- .3 Contractors shall submit independently verified material testing data to the Owner for approval.
- .4 Contractors shall submit a design, stamped by a professional engineer licensed to practice in the Province of Alberta.
- .5 Alternative proposed shall have a quality of materials and workmanship warranted for a period of two years from the date of construction completion.

- .6 Where relining is specified, rehabilitation methods requiring the destruction of the host pipe, for example pipe bursting, are not permitted unless otherwise indicated.

## **PART 2.0 - PRODUCTS**

### **.1 MATERIALS**

- .1 Tube: The sewn Tube shall consist of one or more layers of absorbent non-woven felt fabric and meet the Section 5 requirements of ASTM F1216. The tube shall be constructed to withstand installation pressures, have sufficient strength to bridge missing pipe, and stretch to fit irregular pipe sections.
- .2 The wet-out Tube shall have a uniform thickness that, when compressed at installation pressures, will meet or exceed the design thickness.
- .3 The Tube shall be sewn to a size that, when installed, will tightly fit the internal circumference and length of the original pipe. Allowance should be made for circumferential stretching during installation.
- .4 The outside layer of the Tube (before wet-out) shall be coated with an impermeable, flexible membrane that will contain the resin and facilitate monitoring of resin saturation during the resin impregnation (wet-out) procedure.
- .5 The Tube shall be homogeneous across the entire wall thickness containing no intermediate or encapsulated elastomeric layers. No material shall be included in the Tube that may cause delamination in the cured CIPP. No dry or unsaturated layers shall be evident.
- .6 The wet-out tube shall have a uniform thickness that, when compressed at installation pressures, will meet or exceed the design thickness.
- .7 The tube shall be sewn to a size that when installed will tightly fit the internal circumference and length of the original pipe. Allowance shall be made for circumferential stretching during installation. Overlapped layers of felt in longitudinal seams that cause lumps in the final product shall not be used.
- .8 The outside layer of the tube, before wet-out, shall be coated with an impermeable, flexible membrane that will contain the resin and facilitate monitoring of resin saturation during the resin impregnation, (wet-out) procedure.
- .9 The tube shall be homogeneous across the entire wall thickness, containing no intermediate or encapsulated elastomeric layers. No material shall be included in the tube that may cause delamination in the cured CIPP liner. No dry or unsaturated layers shall be evident.
- .10 Seams in the tube shall be stronger than the unseamed felt.



- .11 The interior pipe wall surface of the CIPP after installation shall be light and reflective such that a clear, detailed examination with closed circuit television inspection may be made
- .12 The cured-in-place liner shall have sufficient strength to bridge missing pipe and be sized correctly to allow for circumferential stretching, fitting irregular pipe section and insuring that the existing pipe is completely filled during installation.
- .13 The cured-in-place liner shall consist of one or more layers of absorbent flexible needled non-woven or woven felt meeting requirements of ASTM F1216 or ASTM F1743. It shall be capable of carrying resin, withstanding installation pressures and curing temperature, be compatible with the resin system used and be able to cure in the presence or absence of water.
- .14 Resin: The resin system shall be corrosion resistant polyester, vinyl ester, or epoxy and utilize a catalyst system that, when properly cured within the composite, meets the requirements of ASTM F1216, the physical properties herein, and those which are to be utilized in the Design of the CIPP for this project.
- .15 The resin shall produce a CIPP that will comply with the structural and chemical resistance requirements of specification; ASTM D543 - 06 Standard Practices for Evaluating the Resistance of Plastics to Chemical Reagents.
- .16 The resin/liner system shall conform to, ASTM D5813 Section 8.2.2 - 10,000-hour test.
- .17 Furnish certified data that demonstrates the ability of the liner material to resist chemical attack as per ASTM D543 testing.
- .18 Contractors shall submit with their tender; detailed specifications, methodology, design and construction details, and data complying with ASTM Standards.
- .19 Contractors are to supply all material to fabricate a CIPP liner to a size, which when installed, will provide a close-fit with the host pipe with an annulus no greater than the maximum allowable diametric shrinkage due to curing permitted in ASTM D5813.
- .20 For Spot repairs, the liner shall be fabricated to a size that when installed shall neatly and tightly fit in the internal circumference of the existing sewer line being rehabilitated in one continuous length over the area designated to receive the liner.
- .21 The liner length shall conform to the section(s) of deteriorated pipe plus a minimum of two feet beyond joints on either side of the last crack, open joint. Contractor shall verify the length by visual documentation and record the necessary length prior to fabrication and insertion.
- .22 The completed repair shall be of uniform thickness throughout the entire length and circumference except that the finished liner shall have tapered ends to allow for a

smooth transition to and from the host pipe. No overlapping in circumference or length shall be allowed.

- .23 The liner shall be constructed of felt, fiberglass and/or polyester fiber, polypropylene composite, nylon, Kevlar, or a combination thereof meeting manufacturer's standards, and be acceptable to the OWNER. The liner shall form to the internal circumference of the original pipe and be capable of conforming to any off-set joints, bells, and disfigured pipe sections. It shall be capable of carrying resin, and withstanding installation pressures and curing temperatures.
- .24 The resin shall be polyester, vinyl ester, styrene-based thermosetting, or epoxy with proper catalysts that are both corrosion resistant and compatible with the installation process. The resin system shall have physical characteristics, which allow it to adhere to both dry and wet substrates.
- .25 The cured pipe shall conform to the minimum mechanical properties established in ASTM F1216. If so directed by the Owner, Contractor shall furnish prior to use of the materials satisfactory written certification of his compliance with the manufacturer's standards for all materials including the tube, resin and catalyst system, and conformance with methods of the manufacturer's process.

## .2 STRUCTURAL REQUIREMENTS FOR CIPP

- .1 The CIPP shall be designed as per ASTM F1216 – 7B. The CIPP design shall assume no bonding to the original pipe wall.
- .2 The CIPP pipe material to be installed must have undergone long-term testing for flexural creep. Such testing results are to be used to determine the long-term, time dependant flexural modulus to be utilized in the product design. This is a performance test of the materials (Tube and Resin) and general workmanship of the installation and curing. A percentage of the instantaneous flexural modulus value (as measured by ASTM D790 testing) will be used in design calculations to determine required liner thickness. The percentage, or the long-term creep retention value utilized, will be verified by ASTM D2990 testing, as referenced in 6.4. Values in excess of 50% will not be applied unless substantiated by qualified third party test data. The materials utilized for the contracted project shall be of a quality equal to or better than the materials used in the long-term test with respect to the initial flexural modulus used in Design stage.
- .3 The Enhancement Factor 'K' to be used in 'Partially Deteriorated' Design conditions shall be assigned a value less than or equal to 7.
- .4 The cured pipe material (CIPP) shall conform to, or exceed the structural properties, as listed below:



Property	Test Method	Cured Composite per ASTM F1216	Cured Composite Enhanced Resin
Modulus of Elasticity	ASTM D-790 (short term)	1725 MPa	2760 MPa
Flexural Stress	ASTM D-790	31.0 MPa	27.0 MPa

- .5 The required structural CIPP wall thickness shall be based as a minimum, on the physical properties in Section 5.4 and in accordance with the Design Equations in ASTM F1216-7B, and the following design parameters:
- Liner Design Requirements:
  - Design Method= Appendix XI and X2 of ASTM F1216-7b.
  - Fully Deteriorated Gravity Pipe or Partially Deteriorated (as dictated otherwise by site requirements)
  - Ovality =2% (unless a higher value is dictated otherwise by site requirements)
  - Ground Cover= site specific
  - Water Table= 2.0m below surface
  - Soil Density= 1920kg/m<sup>3</sup>
  - Soil Modulus= 6.9MPa (1000psi)
  - Traffic Loading =AASHTO HSS25 (where applicable)
  - Railway Loading= Cooper E-80 (where applicable)
  - Enhancement Factor= 7.0 (P.D. design only)
  - Design Life= 50-years (minimum)
  - Retention factor= 50% (or 50% reduction as per Section 5.2)
  - Design safety factor of 2 (minimum)
  - Poisson's Ratio= 0.30 (P.D. design only)
  - Minimum Pipe DR = 50 (Pipe thickness shall be such that it shall not exceed a DR 50 for all sections)
- .6 A typical segment design is to be attached with the tender submission. Additional design may be necessary during installation if unexpected variations in site conditions are found.
- .7 All liners installed under this contract must be accompanied by a liner thickness design and shall be stamped by a Professional Engineer licensed to Practice in the Province of Alberta.
- .8 Any layers of the tube that are not saturated with resin prior to insertion into the existing pipe shall not be included in the structural CIPP wall thickness computation.
- .9 The newly installed cured-in-place spot repair liner to be used shall be designed for a minimum fifty-year service life under continuous loading conditions. Design of the liner shall be based on the condition of the existing pipe which shall be classified as fully deteriorated. Engineer shall use thickness as specified in specification 1101. The liner shall be designed to withstand all imposed loads, including live loads if applicable and hydrostatic pressure of a minimum of (Engineer shall determine or

otherwise specify groundwater elevation above the invert of the existing sewers to receive lining; however, a minimum of 6 feet is suggested in all cases where the sewer is at least 6 feet deep). The liner shall be designed by a Registered Professional Engineer in the State of Indiana and shall have sufficient wall thickness to withstand the anticipated internal and external pressures and loads which will be imposed after installation. The design of the liner shall include considerations for ring bending, deflection, combined loading, buckling, and ovality. Calculations which determine wall thickness requirements of the liner shall be submitted to the ENGINEER for approval prior to fabrication of the tube. Designs shall be based on the use of the standard flexible pipe equations as detailed in ASTM F-1216. A safety factor of at least 2 shall be utilized and the short-term modulus of elasticity will be reduced by 50 percent in the calculations. The design shall assume no bonding to the host pipe wall.

### .3 TESTING REQUIREMENTS

- .1 Chemical Resistance- All CIPP, with or without plastic coating, shall meet the chemical resistance requirements of ASTM D543-06. CIPP sample for testing shall be of tube and resin system similar to that proposed for actual construction and have third party test results confirming compliance to said standard.
- .2 Hydraulic Capacity- Overall, the hydraulic profile shall be maximized. The CIPP shall have a minimum of the full flow capacity of the original pipe before rehabilitation. Calculated capacities may be derived using a commonly accepted roughness coefficient for the existing pipe material taking into consideration its age and condition.
- .3 CIPP Field Samples- If requested by the Owner, the Contractor shall submit test results from the samples taken from the field installations. The testing shall be provided by an approved third party test facility and the methods shall comply with ASTM D790.
- .4 Long term testing- The contractor shall have performed long-term testing for flexural creep on fiber-reinforced laminates generally in accordance with ASTM D2990. The Owner requires such test results, as the results determine the long-term, time dependent flexural modulus to be utilized in the product design.

## **PART 3.0 - EXECUTION**

### .1 INSTALLATION PROCEDURE

#### .1 Safety

- .1 The Contractor shall strictly observe the Occupational Health and Safety Guidelines with special emphasis on its requirements for working with scaffolding and entering confined spaces.
- .2 Contractors shall provide a copy of their confined space entry procedures prior to commencing work.



- .3 Prior to entering confined access areas such as manholes; evaluate the atmosphere to determine the presence of toxic or flammable vapours or lack of oxygen and take appropriate action.
- .4 Provide material safety data sheets for all chemicals to be used to the Owner for approval.

**.2 Inspection and Cleaning of Sewer Lines**

The inspection and cleaning of the lines, shall be as detailed in Section 02953 - Cleaning Sewers and Section 02954 - Inspection of Sewers.

**.3 Quality Control**

- .1 Contractor shall submit field prepared samples for each inversion. For each continuous section of relining, one sample shall be prepared. For spot relines, one sample for every five spot relines undertaken shall be prepared.
- .2 Samples shall have a minimum length of 250 mm.
- .3 Samples shall be obtained immediately after curing.
- .4 CIPP liner samples shall be prepared and tested in accordance with ASTM F1216 or ASTM F1743. The flexural properties must meet or exceed the values in this section. Samples shall be tested by an independent testing laboratory approved by the Owner. Test results shall be sent directly to the Owner and shall be submitted within ten working days.
- .5 The wall thickness of samples shall be determined as described in ASTM F1743. The minimum wall thickness at any point shall not be less than that of the design thickness.
- .6 Visual inspection of the CIPP liner shall be in accordance with ASTM F1743.
- .7 The Contractor shall provide for maintenance of flow in the affected portions of the sewer system during installation of the cured-in-place spot liner.

**.2 INSTALLATION OF CIPP LINER**

**.1 Job Commencement**

Prior to commencing work, the Contractor shall submit, for the Owner's approval, proposals for the preparation of liners, transportation, handling, installing and curing.

**.2 Processing**

- .1 Prior to resin impregnation, each liner material shall be inspected for defects.

.2 The Contractor shall allow the Owner to inspect the materials and resin impregnation process.

.3 Use a resin and catalyst compatible with the CIPP method.

**.3 Installation**

.1 Prior to installation inform affected residents in writing of the anticipated length of disruption to service, details of alternate service provided, any traffic-related constraints, noise levels to be expected, hours of work and safety concerns.

.2 The Contractor is required to attend any meetings organized with residents to discuss the work.

.3 Public Notification- The Contractor shall make every effort to maintain sewer service usage throughout the duration of the project. In the event that a sewer will be out of service, the maximum amount of time of outage shall be 8 hours for any property served by the sewer. A public notification program, where applicable, shall be implemented, and shall as a minimum, require the Contractor to be responsible for contacting each affected user connected to the sanitary sewer and informing them of the work to be conducted including the expected time and duration of the sewer outage. The Contractor shall provide the following:

.1 Written notice to be delivered to each affected user the day prior to the beginning of CIPP Installation work being conducted on the section, and a local telephone number of the Contractor they can call to discuss the project or any problems that could arise.

.2 Written "Blanket Notice" to be distributed to each affected user to inform them of the approximate project period. This "Blanket Notice" shall be delivered no sooner than 2 weeks and no longer than 12 weeks prior to the actual day of the works.

.4 The Contractor shall arrange for supply of water required.

.5 The liner length shall be adequate to effectively span the distance to be lined. Verify lengths in the field prior to installation.

.6 Individual installations may run over one or more manhole sections if shown on the shop drawings or determined in the field and approved by the Owner.

.7 The saturated lining material shall be inserted through an existing manhole or other approved access point by means of an inversion process, or other approved method. Sufficient force shall be applied to fully extend the lining material to the next designated manhole or termination point. The procedure shall produce an identifiable mark at the service connections.

.8 Lubricants may be used to reduce friction during inversion or insertion. Lubricants shall be approved by the Owner.



.3 REHABILITATION OF MAINS

- .1 CIPP installation shall be in accordance with the applicable aforementioned ASTM standards, with the following modifications:
  1. Resin Impregnation: The quantity of resin used for tube impregnation shall be sufficient to fill the volume of air voids in the tube with additional allowances for polymerization shrinkage and the loss of resin through cracks and irregularities in the original pipe wall.
  2. Tube insertion: The wet-out tube shall be positioned in the pipeline using the inversion or the pull in place method. The tube should be inserted through an existing manhole or approved access point and fully extend to the next designated manhole or termination point.
  3. Temperature gauges shall be placed, where possible, between the liner and the host structure at the invert level of each end to monitor the temperatures during the cure cycle.
  4. Curing shall be accomplished by utilizing hot water or steam under pressure in accordance with the manufacturer's recommended cure schedule.
2. All active laterals shall be fully reinstated within a 24-hour time period from the completion of the installation.

.4 INSTALLATION OF CURED-IN-PLACE SPOT LINER

- .1 The liner delivery and installation shall be such that after curing, the liner shall become part of the host pipe with smooth, tapering transitions.
- .2 The resin impregnated liner shall be inserted through an existing manhole and shall be installed in accordance with ASTM and manufacturer's standards. Carrying devices shall be permitted. Care shall be taken during the inversion/insertion process to avoid gouging and overstressing of the tube, particularly if a carrying device is not used. Use of a lubricant during the inversion/insertion shall be used if recommended by the manufacturer to reduce friction. The lubricant shall be nontoxic, unable to support bacterial growth, and shall not adversely affect the fluid to be transported.
- .3 The resin and tube shall be completely protected during the insertion process. No resin shall be lost by contact with manhole walls or pipe during the insertion. All resin shall be contained within a translucent bladder such that resin shall not be contaminated or diluted by exposure to dirt, debris, or water during the insertion and such that there shall be no resin loss during the insertion process.
- .4 The liner shall then be forced, via air pressure, hydrostatic pressure, inflation bladder or other approved means recommended by the manufacturer to conform to the host pipe.



.5 INCIDENTAL PROCEDURES

1. Sewer Mains- Owner to locate and designate all manhole access points and to provide rights of access and accessibility to these points for the work. If a roadway must be closed to traffic because of the orientation of the sewer, the Contractor shall institute the actions necessary to do this for the mutually agreed time period. The Owner shall be responsible for the provision of water for cleaning, liner installation and all other work items requiring water.
2. The Contractor, when required shall remove all internal debris out of the sewer line that will interfere with the installation and quality of the final CIPP product. The supply of water required for the completion of the work is the responsibility of the Owner. The Contractor is responsible for the proper disposal of material at the owner provided or approved facility.
3. Line Obstructions Laterals- It shall be the responsibility of the Contractor to clear the lateral of obstructions such as solids, encrustation and roots that will prevent the installation and quality of the final CIPP product. The acceptable tolerance of remaining obstruction shall not exceed 5% of the diameter of the pipe. This shall ensure the quality of the CIPP liner is attained. Acceptable obstructions, prior to liner installations, may include dropped or offset joints of no more than 20% of pipe inside diameter. If the pre-installation inspection reveals an obstruction such as a dropped joint, or a collapse that will prevent the installation process that cannot be removed by conventional sewer cleaning equipment and/or methods, then the Contractor shall make a point repair excavation to uncover and remove or repair the obstruction. Such excavation shall be approved in writing by the Owner's representative prior to the commencement of the work and shall be considered as a changed condition and treated as a separate pay item.
4. Diameter changes service lateral – Changes, in pipe size, in nominal increments, shall be accommodated by the appropriate manufacturing of size specific liner material to fit the host pipe and meet the ASTM 1216 and 2561 – 06 guidelines.
5. Grade deficiencies service lateral – The grade in the host lateral pipe shall be free of standing water of depths greater than 1/3 pipe diameter. Where there exist segments in the host lateral pipe that contain standing water, the length of said segment shall not exceed 1.5 meters. In segments where there exists standing water exceeding 1/3 pipe diameter in depth the condition shall be presented to the Owner and alternative repair methods proposed such as pipe replacement by hydro-excavating or open-cut excavation methods. Such work shall be approved in writing by the Owner's representative prior to the commencement of the work and shall be considered as a changed condition and treated as a separate pay item.
6. Line Obstructions Mains- It shall be the responsibility of the Contractor, prior to the installation of the liner, to clear the line of obstructions including but not limited to solids, grease, encrustation and roots that will prevent the installation of CIPP. Obstructions such as mineral/calcite encrustation/deposits/grease deposits in excess of a 10mm tolerance in protruding thickness shall be removed to meet the tolerance specified. This removal shall be performed, via mechanical means-chain flail/ robotic cutter equipment, prior to the installation of the liner. Service laterals protruding into the main by more than 10mm shall be trimmed via mechanical means/robotic cutter and will be paid on a per unit cost basis. If the pre-installation inspection reveals a dropped joint greater than 20% pipe diameter, or ovalities in excess of 10%, or a collapse that will prevent the installation process that cannot be removed by conventional sewer cleaning/robotic equipment/methods, then the Contractor shall make a point repair excavation to uncover and remove or repair the obstruction. Such



excavation shall be approved in writing by the Owner's representative prior to the commencement of the work and shall be considered as a changed condition and treated as a separate pay item.

7. Bypassing Sewage- The Contractor, when required, shall provide for the flow of sewage around the section or sections of pipe designated for repair. The bypass shall be made by plugging the line at an existing upstream manhole then pumping the flow into a downstream manhole or adjacent approved location/system. The pump and bypass lines shall be of adequate capacity and size to handle the flow with sufficient contingency measures in place. The Owner may require, for pre-approval, a detail of the bypass plan to be submitted.
8. Inspection of Pipelines Mains and Laterals- Inspection of pipelines shall be performed by experienced personnel trained in locating breaks, obstacles and service connections by Closed-Circuit Television (CCTV). The interior of the pipeline shall be carefully inspected to determine the location of any conditions that may prevent proper installation of the CIPP, and it shall be noted so that these conditions can be corrected. The Contractor shall provide the Owner a copy of the video and accompanying reports as proof of workmanship and for later reference. All CCTV Pre and Post Liner Installation inspections shall be performed as per NASSCO guidelines and to PACP Standards. All CCTV inspections shall be performed by PACP certified operators.

#### .6 CURING AND COOL DOWN

- .1 After the liner placement is completed, supply all equipment to cure the resin.
- .2 The equipment shall be capable of uniformly raising the liner temperature above that required to effectively cure the resin. Temperature shall be maintained during the curing period recommended by the resin manufacturer.
- .3 Supply a temperature gauge to monitor the incoming and outgoing temperatures of the water, air, or steam.
- .4 Install another temperature gauge between the impregnated CIPP liner and the pipe invert at the remote manhole to determine the temperature during curing.
- .5 Maintain curing temperature until the CIPP liner becomes hard and sound.
- .6 After the curing, a cool down period shall be provided prior to opening the downstream pipe system, reconnection of services, and returning normal flow back to the system.
- .7 The CIPP liner shall be cooled to a suitable temperature before relieving the pressure on the liner.
- .8 Release the pressure gradually to prevent development of a vacuum in the newly installed CIPP liner.

.7 SEALING CIPP LINER AT MANHOLES

- .1 At manhole entrances and exits, the interface between the exterior surface of the liner and the manhole shall be made watertight. The ends of the liner shall be neatly trimmed so the liner fits flush with the manhole interior surface.
- .2 If the CIPP liner fails to make a tight seal at the manhole, the Contractor shall apply a compatible resin mixture seal in accordance with ASTM F1216.

.8 REINSTATEMENT OF SERVICE CONNECTIONS

- .1 After the pipe system is in position, the existing services shall be re-established in accordance with ASTM F1216.
- .2 Unless otherwise approved by the Owner, reconnection of services shall be done without excavation by means of a remote control cutting device or directly where entry is possible.
- .3 A CCTV camera shall be attached to the cutting device for precise location of the service connections.
- .4 Prior to any sewer leads being completely opened to the newly lined sewer, a small diameter relief hole shall be cut through the liner into each lead opening to relieve any water that has accumulated in the leads during the lining process. After the relief holes have been cut for each service, the process of completely opening each lead shall commence.
- .5 All service leads existing prior to CIPP liner installation shall be opened immediately following the lining installation process. The cost of any damages occurring from services that are not re-opened shall be borne by the Contractor.
- .6 The service connections shall be re-established to the same condition as existed prior to the installation of the liner. Sewer connection reinstatement, including catch basin leads, shall be restored to a minimum of 95% of the original cross sectional area of the connection.
- .7 Voids between the liner and the existing sewer wall after connection reinstatement shall be filled with either a non-shrinking, watertight cement grout, an approved polyurethane grout; a resin mixture compatible with the liner system; or other approved grouting product.

.9 SERVICE LATERALS

1. The length of the liner, where applicable, shall be sufficient to extend into the specified portion of the service lateral such that it covers the last connection joint by no less than 300mm of overlapping length. The installation and materials of the liner shall be in accordance with ASTM 2561 -06.



2. A one-piece main and lateral cured in place liner is to be provided and installed into each contract-specified service to be rehabilitated. The main sheet and tube shall consist of one or more layers of needle punched felt or circular knit that meet the requirements of Practice F1216, 2561-06 and Specification D5813, sections 6 and 8. The liner shall consist of a resin impregnated felt material as per the above specifications and must have sufficient structural strength, prevent root intrusion and water infiltration.
3. If excavation is necessary, notification in writing must be made to the owner, or designated representative in advance of the work. The disturbance to the existing landscaping shall be kept to a minimum. Contractor is responsible for restoring site to an equivalent to, or better than, the pre-project condition. Such excavation shall be approved in writing by the Owner's representative prior to the commencement of the work and shall be considered as a changed condition and treated as a separate pay item.

.10 LINER FINISH AND PROJECT COMPLETION

- .1 Ensure that the CIPP liner is continuous over the entire length of installation and is free from visual defects such as foreign inclusions, dry spots, pinholes, lifts, wrinkles and delamination. If any of these conditions are present, remove and replace the CIPP liner in these areas.
- .2 Provide one set of colour CCTV tapes and a written report showing the relined sewer with a clear view of each lateral service. Equipment used for this CCTV record shall be capable of viewing the service from the main to show at least two meters into the service lead. The format of the report shall be approved by the Owner.
- .3 During the warranty period, repair at no cost to the Owner any defects that will affect the integrity or strength of the CIPP liner to the satisfaction of the Owner.

.11 CLEAN-UP

- .1 Upon acceptance of the liner, clean up and restore the affected surface areas to the condition that existed prior to commencement of the work.
- .2 Remove and haul debris to an approved disposal site.

**END OF SECTION**

NE36 45-18-4

NW31 45-17-4

SE36 45-18-4

SE36 45-18-4

SE31

**BAWLF**

NORTH AVE

BROOKS ST

JAMIESON ST

NIBLOCK ST

MARTIN AVE

HANSON ST

SANDEN ST

MOLSTAD AVE

MACRAE ST

ALBERTA AVE

KING ST

RAILWAY AVE

GOVERNMENT ROAD ALLOWANCE

UFT STATION

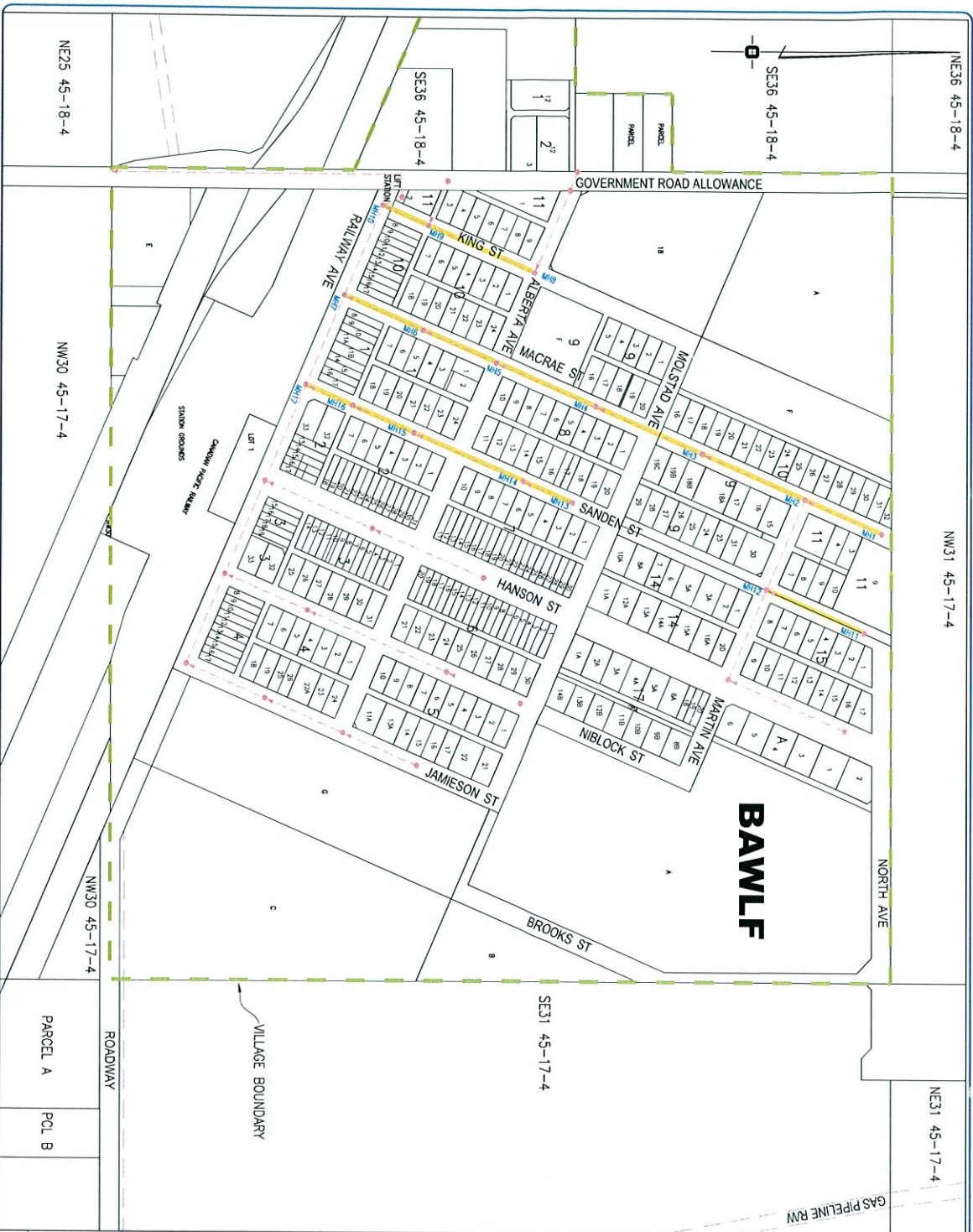
PARCEL

PARCEL

LOT 1

CANADIAN P.R.





# VILLAGE OF BAWLF

## SANITARY SEWER SERVICE RELINING

### LEGEND:

- TOWN BOUNDARY
- SANITARY SEWER MANHOLE & MANHOLE NUMBER
- PROPOSED AREA OF IMPROVEMENT

## OVERALL SANITARY SEWER PLAN FIGURE 1.0

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**Focus**

Engineering - Geomatics - Planning

Project No. 020100727

Date: FEB. 2011

Scale: N.T.S.



# ACCOUNTS PAYABLE FOR JANUARY 14, 2010 - FEBRUARY 10, 2011

473	AMSC INSURANCE SERVICES LTD.	LYNN HORBASENKO	\$	230.72		
		JUSTIN JACOBSEN	\$	223.09		
		MYRNA SCHAPANSKY	\$	91.21		
		MAYORS & COUNCILLORS	\$	230.00		
		FIRE DEPARTMENT	\$	203.10		
		VOLUNTEERS	\$	175.00	\$	1,153.12
474	CAMROSE COUNTY	2011 CDSS REQUISITION	\$	2,389.75		
		2011 PLANNING SERVICES	\$	1,034.00		
		G.S.T.	\$	51.70	\$	3,475.45
475	JUSTIN JACOBSEN	WAGES				
476	PAUL LASLOP	2011 ASSESSMENT SERVICES	\$	3,859.68		
		G.S.T.	\$	14.78	\$	3,874.46
477	MUNIWARE	TECHNICAL SUPPORT	\$	242.42		
		G.S.T.	\$	12.73	\$	267.27
478	NORTHWEST PRINTING	2011 DOG TAGS	\$	249.82		
		G.S.T.	\$	12.49	\$	262.31
479	PARKLAND REGIONAL LIBRARY	50% 2011 REQUISITION	\$	1,241.34		
		G.S.T.	\$	65.18	\$	1,368.58
483	AUMA	2011 MEMBERSHIP	\$	821.05		
		G.S.T.	\$	41.05	\$	862.10
484	ROD BLATZ	SEWER CONTRACT	\$	80.00		
		WATER CONTRACT	\$	258.00		
		SEWER CONTRACT	\$	258.00		
		WATER SAMPLE TRIP	\$	20.00	\$	616.00
485	BROWNLEE LLP	EMERGING TRENDS SEMINAR			\$	100.00
486	DAYSLANDER MOTEL	BUS FREIGHT - WATER SAMPLES	\$	14.40		
		G.S.T.	\$	0.72	\$	15.12
487	DWAYNE DENNIS	SNOW REMOVAL			\$	237.50
488	JAYCE DENNIS	SNOW REMOVAL			\$	45.00
489	HAY'S BURN'N ROD WELDING INC.	SNOW BLADE MODIFICATIONS	\$	773.96		
		G.S.T.	\$	38.70	\$	812.66
490	LYNN HORBASENKO	WAGES				
		MILEAGE TO ROSALIND	\$	16.65		
		OFFICE SUPPLIES	\$	4.00		
		G.S.T.	\$	0.20	\$	20.85
491	JUSTIN JACOBSEN	WAGES				
		USE OF PERSONAL TRUCK	\$	63.00		
		TRUCK & TRAILER RENTAL	\$	500.00		
		CELLULAR PHONE	\$	22.50	\$	585.50
492	LAMB FORD SALES	1/2 TON TRUCK MAINTENANCE	\$	57.17		
		G.S.T.	\$	2.86	\$	60.03
493	RETA PORTER	REMUNERATION			\$	306.32
494	MYRNA SCHAPANSKY	WAGES				
495	DANIEL SCHULTZ	WAGES				
496	STERLING WATER CONDITIONING	RESERVOIR SUPPLIES	\$	180.00		
		G.S.T.	\$	9.00	\$	189.00
497	JODY YUHA	REMUNERATION			\$	205.97
498	AMSC INSURANCE SERVICES LTD.	LYNN HORBASENKO	\$	230.72		
		JUSTIN JACOBSEN	\$	223.09		
		MYRNA SCHAPANSKY	\$	91.21	\$	545.02
499	MUNIWARE	TECHNICAL SUPPORT	\$	254.54		
		G.S.T.	\$	12.73	\$	267.27
	WAGES				\$	8,485.96
					\$	23,755.49





# **MASTER RATES BYLAW**

## **No. 576/11**

**OF THE VILLAGE OF BAWLF, IN THE PROVINCE OF ALBERTA**

**THE PURPOSE OF THIS BYLAW IS TO ESTABLISH RATES, FEES AND CHARGES  
FOR GOODS AND SERVICES PROVIDED BY THE  
VILLAGE OF BAWLF.**

**WHEREAS**, pursuant to the *Municipal Government Act, R.S.A. 2000, Chapter M-26* (hereinafter called the "*Act*") as amended, a municipal council has broad authority to govern and the authority to pass bylaws respecting the municipality, including services provided by or on behalf of the municipality.

**WHEREAS**, the municipal Council deems it appropriated to establish rates, fees and charges for the various licenses, permits, goods and services, provided by or on behalf of the Village of Bawlf.

**NOW THEREFORE**, the Council of the Village of Bawlf duly assembled, hereby enacts as follows:

1. This bylaw shall be cited as the "Master Rates Bylaw".
2. That the rates, fees and charges for municipal licenses, permits, goods and services, are hereby established as identified in Schedule 'A' which is attached to and forming part of this bylaw, and applicable taxes shall be added to these rates.
3. That if any provision of this bylaw is deemed invalid, then such provision shall be severed and the remaining bylaw shall be maintained.
4. That bylaw 570/10 is hereby repealed.
5. That this bylaw comes into force and effect on the day of final passing thereof.

Read a first time this 19th day of January, 2011.

Read a second time this \_\_\_\_ day of \_\_\_\_\_, 2011.

Read a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2011.

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**Mayor**

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**Village Manager**

# **MASTER RATES BYLAW #576/11**

## **SCHEDULE "A"**

### **RATES, FEES AND CHARGES**

#### **SECTION 20 PROTECTIVE SERVICES**

##### **BYLAW SERVICES / ANIMAL CONTROL**

As set by the contractor.

#### **SECTION 30 COMMON SERVICES**

##### **PUBLIC WORKS**

Alberta Road Builders Heavy Construction Rates less 20%.

#### **SECTION 40 UTILITY AND ENVIRONMENTAL SERVICES**

Utility and garbage pick-up charges will be billed on a monthly basis and are due and payable by the last day of the month of billing. Outstanding Utility charges will receive a 5% penalty per month, which will be added to and form part of the utility charges. The Village of Bawlf reserves the right to disconnect or discontinue services due to default of utility payments.

##### **WATER UTILITY**

Monthly Rate	\$35.00
Deposit	\$50.00
Connection Fee	\$25.00
Inactive Services	\$15.00/month
Bulk Water Sales	\$4.40 per cubic meter

##### **SEWER SERVICE**

Monthly Rate	\$30.00
Deposit	\$50.00
Connection Fee	\$25.00
Inactive Services	\$15.00/month

##### **GARBAGE SERVICES**

Monthly Rate	\$12.00
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##### **RECYCLING SERVICES**

Monthly Rate	\$ 5.40
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#### **SECTION 50 COMMUNITY SERVICES**

##### **CEMETERY**

Plot	\$100.00
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**MASTER RATES BYLAW #576/11**  
**SCHEDULE "A" (CONTINUED)**  
**RATES, FEES AND CHARGES**

**SECTION 60 LAND USE**

**DEVELOPMENT and PLANNING**

Compliance certificate	\$ 50.00
Tax certificate	\$ 20.00
Assessment information (verbal)	\$ 10.00
Development permit	\$ 50.00
Discretionary development permit	\$ 75.00
Development Permit Appeal	\$100.00
Re-zoning application	\$250.00
Road closure application	\$250.00
Land Use Bylaw Amendment Application	\$250.00

**SECTION 70 RECREATION AND CULTURAL**

**CAMPGROUND**

Campsite	\$ 15.00 per night
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**RECREATION**

Fees to be set by the Bawlf & District Recreation Association.

**COMMUNITY HALL**

Rates to be set by the Bawlf & District Lions Club.





ATT. Village of Bawlf Council

In response to your request of our intentions regarding Lots 21-24 Block 2, Plan RN57; we are requesting an extension to further deal with this project.

Our findings to date , have not been cost feasible and we require more time to look into alternatives ways of putting a building on the site. Unfortunately family health issues have prevented us from doing so.

At this time those issues remain very uncertain, so we are not even sure how long it will be before we will have the time to pursue this research. But we believe that we should be able to come to some definite conclusions within the year.

Taking this into account, we are requesting a one year extension to pursue other avenues that may be more cost feasible.

respectfully yours  
Larry and Linda Nikiforuk





Bawlf Public Library  
Box 116  
Bawlf, AB T0B 0J0

February 9, 2011

Village of Bawlf Council  
Box 40  
Bawlf, AB T0B 0J0

Please be advised that the Bawlf Public Library Board requests the approval of Shirley Erickson as auditor to review our 2010 financial records.

Yours truly,

A handwritten signature in cursive script that reads "Julie Ewashko". The signature is written in dark ink and is positioned above the printed name and title.

Julie Ewashko  
Chair  
Bawlf Public Library Board

Item: 5.a)



## MEMORANDUM

**TO:** Village Council  
**FROM:** Village Manager  
**DATE:** February 9, 2011  
**SUBJECT:** Sale of the Bawlf Community Hall (Old Hall)

### **PURPOSE:**

The purpose of this memo is to bring forward discussion points regarding the sale of the Bawlf Community Hall (Old Hall).

### **BACKGROUND:**

At the January 19, 2011 Regular Council Meeting, the Council asked the Administration to research the feasibility of tendering out the sale of the Old Hall.

After searching for an appropriate tender document and not finding one, it seems as though an appropriate option would be to list the old hall for sale with our realtor. The Village Manager discussed this with Dennis Johnson with Coldwell Banker and his belief is that there may be a market for it.

Please see the attached letter and three recent sales of commercial buildings.

### **ALTERNATIVES:**

1. That the Village Council ask the Administration to contact Coldwell Banker with a request to list the Bawlf Community Hall for sale for a price to be determined by Council.
2. That the Village Council decide not to proceed with the sale of the Bawlf Community Hall at this point.

### **RECOMMENDATION:**

It is recommended that the Village Council ask the Administration to contact Coldwell Banker with a request to list the Bawlf Community Hall for sale for a price to be determined by Council.



**BATTLE RIVER REALTY**

4802 - 49 STREET  
CAMROSE, AB T4V 1M9  
BUS: (780) 672-7761  
FAX: (780) 672-7764  
E-MAIL: coldwell@cable-lynx.net

**FAX MESSAGE****FROM: DENNIS JOHNSON**

COLDWELL BANKER BATTLE RIVER REALTY  
CAMROSE, ALBERTA  
PHONE: (780) 672-7761  
FAX: (780) 672-7764 CELLULAR: (780) 679-7911

February 9, 2011

FAX TO: VILLAGE OF BAWLF  
ATTENTION: Lynn Horbasenko, Village Manager

FAX NUMBER: 780-373-3798

**RE: Lots 17-19 Block 7 Plan RN57**

We have considered the options and we believe there could be a market for it. The question becomes what would someone pay and then operate a business from it. It does have some possibilities. What would the zoning allow? Could one renovate and operate a home based business from it (eg. lawn mower repair shop or a bicycle sale/repair business)?

If your council considered bulldozing the building, the question then becomes "what will someone pay for the land (3 lots at 25'x120' each) maybe \$20,000 ?? If one is to deal with the cost of building.....the price becomes pretty significant in a rural community where there is limited population to do business with.

We have enclosed a few other past sales for your information.

Our recommendation would be to have us market it at a price under \$50,000 and see what comes.

Any repairs needed (eg. Leaking roof should be repaired before it is marketed).

We await your reply.

Sincerely,

  
Dennis Johnson

DMJ/sm

Pages Transmitted: 4  
Steve Haugen

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Item: 5.b)

C 220**VENDOR:****JOHN, GEORGE, ART FRENCH****ADDRESS:****5314 - 47 Street, Camrose****LEGAL DESCRIPTION:** Lot 9-12 Blk 6 Plan 6110AB**BUILDING SIZE:****4400 Sq. Ft. (Combination Of Main  
Structure and Two Additions)****LOT SIZE:****100' x 146'****TAXES:****\$629.86 (2004) Land Tax Only Due To Non Use. Zoning M-1****REMARKS:**

**Former Slaughter House/Meat Market.  
Newer Addition (North End) Block  
Construction Could Be Renovated For  
Commercial/Retail Use Slaughter House  
Buildings require extensive renovation to remove  
walk-in coolers and related equipment.  
To Be Purchased "As Is"**

**PRICE:****\$60,000.00 Plus Applicable GST****SHOWING INSTRUCTIONS:** Key @ L/B**SALES AGENT:****DALE BOWAL****BUS. 672-7474****RES: 672-7942**

*Jan/05  
Sold @  
\$55,000*

**RE/MAX**

Real Estate (Camrose)

6022-48 Avenue, Camrose, Alberta T4V 0K3

Bus: (780)672-7474, Fax (780)672-4048

KILLAM OFFICE: 5012-50 Street, Killam, Alberta

Bus: (780)385-3100, Fax (780)385-3905

Website: [www.ReMaxCamrose.com](http://www.ReMaxCamrose.com)email: [ReMax@ReMaxCamrose.com](mailto:ReMax@ReMaxCamrose.com)

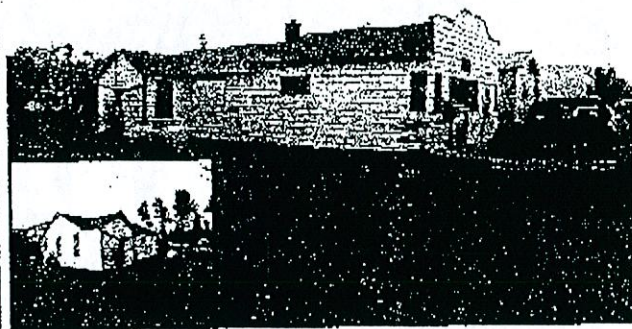
Item: 5.6)



**COLDWELL  
BANKER****COLDWELL BANKER BATTLE RIVER REALTY**

Each office is independently owned and operated

Expect the Best®



N.E. of Camrose on Hwy #617

# Features of this Property

*Nov/03  
Sale @ 22,000*

Address of Property: Main Street KINGMAN, AB  
Lot: 20, 21, SE 22' of 22 Blk: 2 Plan: 7534AA

Owner's Name: PETERSON, Jessie Mary  
Owner's Address: R.R. #2, Kingman, AB  
Owner's Res. Ph: 862-2471 Bus. Ph.  
Tenants: Canada Post, c/o Sharon Krezanoski (mistress)

**DWELLING**

Style: Bungalow  
Bedrooms: 1  
Sq. Ft.:  
Roof: Asphalt  
Ext. Fin.: Wood  
Age: Older

Listing No.: C-360

Price: \$24,900

Poss: Tenants Rights

Zoning: Res./Comm.

**GARAGE**

Size: NIL  
Heated:  
Floor:  
Wired:  
Opener:  
Ext. Fin:

**GROUND**

Lot Size: 72' x 125'  
Garden Area: No  
Fenced: No  
Walks: Front  
Lawns/Shrubs: Yes

**BASEMENT DETAILS**

Back half of bldg. has full  
open basement.

Taxes: \$129.88 '02

Inc'l. local Imp: Until  
Paving:  
Sidewalks:  
Storms/Sewers: paid

ROOM  
SIZES

L.R.  
B.R.

D.R.  
B.R.

Kit.  
B.R.

B.R.

**BATHROOMS**

Main Nil  
M.B.R.  
Extra

Patio Deck:

Fireplace:

Utility Room:

1 st Mtge to Clear Title @ \$ per Int rate % Amt \$ (+ -)  
Mortgage Renewal Date: Remaining Term  
Are taxes included in monthly payment? Yes ( ) No ( ) Info. as of:

**Chattels/Comments:** No chattels. Front half of building is rented to Canada Post Mistress Sharon Krezanoski. Owner carries liability & fire insurance on bldg. @ \$483/year.  
Rent to Canada Post is \$100/mo. plus utilities. Water well at back of building.

R.P.R. Will be done

Agent: Rick Nygaard

Office Phone: 672-7761

Residence Phone: 672-0583

**Coldwell Banker Battle River Realty 4802-49 St. Camrose, AB. T4V 1M9**

Phone: (780) 672-7761 Edmonton Direct: (780) 429-3663 Fax: (780) 672-7764 Email: coldwell@cable-lynx.net

The above information is from sources believed to be reliable but should not be relied upon without verification.

Item: 5.6)





# Battle River Realty

## COMMERCIAL LISTING

*July/03 Sold @ 40,000*

Vendor SHUTTLEWORTH, Glen & Terri		Gross Profit/Vol.	Insurance Bldg \$547	List No. C-326
Property Address RR #1 Ferintosh		Op. Expenses	Utilities	Price: \$49,000 + GST if applicable
Vendor Phone 250-421-1573		Net Prof.	Janit.	D.P.
Showing Inst. L/B		Leased Space 1440 Sq. Ft.	Maint.	Poss. Negotiable
Legal Description Lot 30-32 Block 9 Plan 1891AB		Rent /mo.	Mgmt.	Land Size 75' x 180' 120'
Nature of Invest. Multi-Use; Commercial / Retail	Known as:	Term Feb 1/2003	Taxes \$1100 (2002)	Bldg Size 1440 Sq. Ft. 1690
1 <sup>st</sup> Mtge to: \$/mo - Balance		Clearance	Total	No. Floors 1 (one)
Parking Street		No. Bays	Serv / Imps	No. Suites /
		Age 6 years	Const. 2'x6' wood	
Agent: Gerry Davis		Bus Ph. 672-7761	Res./Cell 672-0246	



### REMARKS

Excellent multi-use building just six years old. Under-slab hot water heating.

A dandy retail/office building with main street location. Three lots. Very attractive.

NOTE: Property is leased to Battle River Rural Electrification Ass'n to Feb. 1/2003 for \$400/mo. plus insurance, utilities and maintenance costs.

**Coldwell Banker Battle River Realty**

4802-49 St., Camrose, AB T4V 1M9

Phone: (780) 672-7761 Edmonton Direct (780) 429-3663 Fax (780) 672-7764

Email: [coldwell@cable-lynx.net](mailto:coldwell@cable-lynx.net)

Web: [www.coldwellbanker.ca](http://www.coldwellbanker.ca)

*Item: 5.6)*



## MEMORANDUM

**TO:** Village Council  
**FROM:** Village Manager  
**DATE:** February 8, 2011  
**SUBJECT:** Garbage Collection

### PURPOSE:

The purpose of this memo is to inform Council of possible arrangements for garbage collection now that the Public Works Director has resigned.

### BACKGROUND:

The Public Works Director resigned effective February 11, 2011. He will pick up the garbage on Friday, February 11<sup>th</sup> and has informed me that he would be willing to cover off garbage collection on a short-term basis, utilizing his personal truck and trailer until we are able to make other arrangements. However, there is a problem with Friday, February 18<sup>th</sup> as he will be on vacation out of the country.

In the past few days, I have been working on possible options. I called the Flagstaff Waste Management Association to research the possibility of contracting a garbage pick-up service through them. They do not contract out the service – they provide garbage collection only for the members of their Association. If we wanted to pursue this option, we would be required to send a letter of request which would be dealt with by the Board at their next meeting. Chances seem slim that we would be accepted into the Association as their weekly collection schedule is full at this time.

I contacted Dennis Ewashko to ask if he would be interested and available to at least pick up the garbage on February 18<sup>th</sup>. (Justin indicated that he would allow Dennis to utilize his truck and trailer for the one pick-up.) Dennis indicated his schedule is full that week. Otherwise, he would consider it.

I contacted Mark Pedersen with Can-Pak Environmental and he indicated that they would be willing to enter into an agreement with us, even on short notice. I explained that we may need pick-up on Friday, February 18 and was told that they could make it work (even if pick up had to occur on Saturday morning that particular week). If we sign an agreement with Can-Pak, they would tie Bawlf in with the Hay Lakes garbage route (which is Thursday pick-up). The cost would be less than \$10 per household per month.

We are at a decision point. Do we continue with the initial plan to purchase a new 1-ton truck and trailer capable of hauling garbage and complete the task in-house or do we look at other alternatives? Do we remove the garbage collection from the Public Works Director's job description and hire a company that specializes in the service? These questions will need to be discussed and resolved.

### ALTERNATIVES:

1. That the Village Council authorize the Administration to enter into a garbage collection agreement with Can-Pak Environmental for under \$10 per household per month and that arrangements be made to have the service begin February 18 or 19, 2010.



2. That the Village continue with the long-term plan of purchasing a new 1-ton truck and trailer and that the garbage pick-up remain in the Public Works Director's job description with the understanding that alternative arrangements will be required to be made until these assets are purchased.

**RECOMMENDATION:**

It is recommended that the Village Council authorize the Administration to enter into a garbage collection agreement with Can-Pak Environmental for under \$10 per household per month and that arrangements be made to have the service begin February 18 or 19, 2010.

*NOTE: On February 9<sup>th</sup>, 2011 Mayor Blatz mentioned to me that he has been speaking with Dwayne Dennis about the possibility of entering into a garbage collection contract with the Village. I have not had any discussions with Dwayne.*

## MEMORANDUM

**TO:** Village Council  
**FROM:** Village Manager  
**DATE:** February 9, 2011  
**SUBJECT:** Communities in Bloom

### PURPOSE:

The purpose of this memo is to ask if Council wishes to participate in the Communities in Bloom program in 2011.

### BACKGROUND:

The Communities in Bloom organization is a non profit organization committed to fostering civic pride, environmental responsibility and beautification through community involvement and the challenge of a national program, with focus on the promotion and importance of green spaces in community settings.

The categories of the Communities in Bloom program are based generally on population size. There is a registration fee associated with participating in the program. In Bawlf's case, the fee would be \$200 (based on a population range of 1-5000).

Please see the attached registration form for more information on the benefits of participating. There is also information on the Communities in Bloom website: <http://arpaonline.ca/program/cib/> The Administration will inquire as to what we may "get" for our \$200 and report at the Council Meeting.

### ALTERNATIVES:

1. That the Village Council discuss the merits of participating in the 2011 Communities in Bloom program and pass an appropriate motion if Council would like the Village to participate.
2. That the Village Council decide not to participate in the Communities in Bloom program for 2011.

### RECOMMENDATION:

n/a

# 2011 ALBERTA PROVINCIAL EDITION REGISTRATION FORM

Deadline for registration: March 31<sup>st</sup> 2011



<b>Municipality (please print)</b>		<b>Total Population</b>	<b>Mayor</b>
<b>Name of Municipal or CiB Contact</b>		<b>Position / Title</b>	
<b>Address</b>		<b>Province</b>	<b>Postal Code</b>
( )	( )		
<b>Phone</b>	<b>Fax</b>	<b>E-mail</b>	
<b>Name of Alternate CiB Contact Person</b>		<b>Position / Title</b>	
<b>Address</b>		<b>Province</b>	<b>Postal Code</b>
( )	( )		
<b>Phone</b>	<b>Fax</b>	<b>E-mail</b>	
<b>Please Indicate How Your Community Will Participate:</b> <b>Competitive:</b> (will compete by population category) <input type="checkbox"/> <b>Non-Competitive:</b> • Friends (evaluated) <input type="checkbox"/> • Friends (non-evaluated) <input type="checkbox"/>			

## The participating municipalities:

- become part of the provincial program and are evaluated by trained volunteer judges;
- receive an invitation to attend the provincial and national awards ceremonies;
- obtain information and evaluation feedback to improve their community

## The benefits of participating are:

- provincial and national visibility;
- opportunities to improve the community's quality of life;
- increase in civic pride and community involvement.

## The participating municipalities:

- Engage their community in the project;
- pay a registration fee based on the population categories:
- **\$200.00** (1 - 5 000), **\$350.00** (5 001 - 20 000), **\$400.00** (20 001 – 50 000), **\$450.00** (over 50 000)
- prepare for the evaluation to take place in July or August;
- provide lodging (one or two nights) for the two judges (billeting is acceptable);
- give recognition, when appropriate, to the local, provincial and national sponsors.

*Upon receipt of this registration form, CiB Alberta will send you the registration invoice, along with information to help you organize your participation.*

\*Submit completed forms by email at [cib@arpaonline.ca](mailto:cib@arpaonline.ca) or fax at 780-451-7915

Item: 5.d)



## MEMORANDUM

**TO:** Village Council  
**FROM:** Village Manager  
**DATE:** February 9, 2011  
**SUBJECT:** Council Code of Conduct and Values Policy

### **PURPOSE:**

The purpose of this memo is to bring forward the attached proposed Council Code of Conduct and Values policy for Council approval.

### **BACKGROUND:**

At the November 24, 2010 Regular Council Meeting, the Village Council passed a motion asking Administration to update the Procedural Bylaw #519/03 to include more details and consequences as outlined in the Municipal Government Act with regard to improper conduct of councillors.

While reviewing Procedural Bylaws of other communities, I learned that some municipalities have passed Code of Conduct policies instead. I found three Council Code of Conduct Policies and used them to create the proposed Council Code of Conduct and Values policy which is attached for Council's review and approval .

### **ALTERNATIVES:**

1. That the Village Council approve the Council Code of Conduct and Values policy as presented with each member of Council agreeing to sign the policy as indicated.
2. That the Village Council propose amendments to the attached Council Code of Conduct and Values policy and that the Administration amend the policy accordingly.

### **RECOMMENDATION:**

It is recommended that the Village Council approve the Council Code of Conduct and Values policy as presented with each member of Council agreeing to sign the policy as indicated.



<b>Date:</b> February 16, 2011	<b>Motion:</b>
<b>Title:</b> Council Code of Conduct and Values	<b>Policy No.</b> 21

**Purpose:**

The purpose of this Code of Conduct and Values is to outline certain basic rules for elected municipal government officials in Bawlf so that they may carry out their entrusted duties with impartiality and dignity, recognizing that the function of Council members is, at all times, service to their community and the public.

To further these objectives, certain principles should govern the conduct of Council members of the Village of Bawlf in order that they shall maintain the highest standards in public office and faithfully discharge the duties of office.

**Background:**

The proper operation of democratic local government requires that elected officials be independent, impartial and duly responsible to the residents. The residents of the Village of Bawlf have a right to expect that its local Municipal Government will conduct its business with integrity and in a professional manner. Therefore, it is imperative that there not be, nor appear to be, any conflict between the private interests of elected officials and appointed board members and their duty to the public. Furthermore, local government decision and policies are to be made through the proper channels of government structure.

**Policy:**

Council Members of the Village of Bawlf shall abide by the following rules and principles, known as the Code of Conduct:

1. GOVERN their conduct in accordance with the requirements and obligations set out in the municipal legislation of the Province of Alberta (Municipal Government Act);
2. COMMIT to ethical, businesslike and lawful conduct, including proper use of authority and appropriate decorum when acting as Council members;
3. AVOID the use of foul language during any and all business when acting as Council members;
4. REPRESENT, as a primary obligation superseding all other interests, the best interests of the community;
5. SERVE in a liaison role when appointed as members of committees or boards;
6. AVOID conflict of interest, by refraining from any conduct of private business or personal services between any Council members and the corporation, except as provided by the Municipal Government Act;
7. NOT USE their positions to obtain employment with the corporation for themselves, family members or close associates;
8. NOT USE confidential information for the personal profit of themselves or any other person;



9. DISCLOSE their affiliations or interest with an organization that may affect their decision making on matters before Council regarding that organization;
10. NOT ATTEMPT TO EXERCISE individual authority over the corporation;
11. RECOGNIZE, when interacting with the Chief Administrative Officer or with staff, the lack of authority vested in a Councillor except when explicitly Council authorized;
12. RECOGNIZE, when interacting with the public, press or other entities, the same limitation and the inability of any Council member to speak for the Council except to repeat explicitly stated Council decisions;
13. AVOID publicly degrading staff, Council members and past Councils;
14. DIRECT any comments on staff performance to the Chief Administrative Officer;
15. AVOID public comment on staff performance;
16. DIRECT any questions regarding staff duties, hours of work, coffee breaks, etc. to the Chief Administrative Officer, not the staff members themselves;
17. RESPECT the confidentiality of issues that are determined by policy of Council to be confidential and not communicate confidential information to anyone not entitled to receive same;
18. PRESERVE the integrity and impartiality of Council;
19. For a period of twelve (12) months after leaving office, abide by the standards of conduct listed above, except those related to confidential information, which shall apply in perpetuity;
20. Members of Council shall not assume that any unethical activities not covered by or specifically prohibited by this Code of Conduct and Values, or any legislation, are therefore condoned.

Council Members of the Village of Bawlf shall abide by the following Values:

1. respect for individuals and each other
2. honesty and integrity
3. openness
4. willingness to listen
5. willingness to participate
6. commitment to the task at hand
7. receptive to new ideas
8. dedication to preparation
9. mutual support through positive feedback
10. speak with one voice

By our signatures below, we vow to subscribe to the above Council Code of Conduct and Values as adopted at the February 16, 2011 Village of Bawlf Regular Council Meeting.

\_\_\_\_\_  
Mayor Gordie Blatz

\_\_\_\_\_  
Deputy Mayor Jody Yuha

\_\_\_\_\_  
Councillor Rod Blatz

\_\_\_\_\_  
Councillor Reta Porter

\_\_\_\_\_  
Councillor Karen Robbins

Dated this \_\_\_\_ day of \_\_\_\_\_, 2011.





## Lynn Horbasenko

From: Don Huestis [dchuestis@telus.net]  
Sent: February-14-11 9:14 AM  
To: Al Radke; Brian Hamblin; Dirk Bannister; Heather Nadeau; Lynn Horbasenko; Nancy Friend; Patrick (Pat) Risk; Patrick (Pat) Risk; Rosemary Wittevrongel; Steven Gerlitz; Theresa Fuller  
Cc: Chuck Jarvis; Colleen Wack; Maureen Eelhart; Michelle Hauser; Murray Holroyd; Peter Krich; Russ Olansky; aflynn@county.camrose.ab.ca; 'Ken Kendall'; 'Murray Castle'; 'Dieter Langer'; Don Rosland  
Subject: Municipal Visits - Camrose Regional Emergency Management Services Liaison Project  
Attachments: Camrose Regional EM\_Fire Questionnaire.doc

Good morning Administrators,

We are the consultants who have been contracted by the Village of Hay Lakes (and its regional exploration partners), to explore the requirements, plausibility and feasibility of establishing a Regional Emergency Management Services Liaison position for the Camrose Region. This exploratory project will endeavour to determine synergies, efficiencies and economies of scale that could potentially improve Fire Services and Emergency Management, both within and without a regionalization concept.

① Rod : Armand - Monday Feb 21 Rel

Our visits will be conducted in two separate parts: Murray Castle will interview each of the Fire Chiefs/Deputy Fire Chiefs within the region over the next two weeks (currently underway), utilizing a fire specific questionnaire; and Don Huestis and/or Ken Kendall will conduct interviews with each municipalities' key leaders. For the municipal visits, it is requested that a member or members of Council (those with fire services or emergency management responsibilities), the CAO, the Director of Emergency Management and the Public Works Foreman/Manager be in attendance. The municipal visits will take approximately 1.5 to 3 hours, dependent upon each municipalities input.

Attached is the questionnaire that will guide discussions around the potential establishment of a regional emergency services/emergency management liaison for the Camrose region. The questionnaire is intended as a guide and there will be plenty of time for discussion/feedback during the interviews. We will also be seeking documentation on bylaws, budgets, mutual aid agreements, etc., that are currently in place. Please ensure that you review and share the questionnaire with your Council, Director of Emergency Management and Public Works Foreman/Manager in advance of our visits.

Recognizing that each municipalities available time is unique, we will be available to conduct these visits at your convenience. We hope to have all visits complete by no later than March 4<sup>th</sup>, 2011 and sooner, if at all possible. For the municipal visits, we are available for the following times frames (and if necessary, we are available for weekend visits):

- 9:00 to 12:00 noon
- 1:00 to 4:00 pm
- 6:30 to 9:30 pm

Reta, Jody, Lynn

Keeping in mind that Monday, February 21<sup>st</sup> is Family Day, please select a date and time frame that meets your needs and get back to me at your earliest convenience to establish a firm meeting date.

Thank you in advance and we are looking forward to working with each and every stakeholder in this important project.

Regards,

***Don Huestis***

Pamadon Resource Limited

Res: (403) 782-0585

Cell: (403) 896-0585

Fax: (403) 782-0589

Email: [padadon@telus.net](mailto:padadon@telus.net)

***Ken Kendall***

Kenneth Kendall Consulting

Res: (403) 782-3693

Cell: (403) 506-5018

Email: [kenkendall86@gmail.com](mailto:kenkendall86@gmail.com)

***Murray Castle***

MSC Consulting Limited

Res: (403) 286-1770

Cell: (403) 993-1773

Email: [mccorm@vahoo.ca](mailto:mccorm@vahoo.ca)



## **MAYORS REPORT FEB 2011**

**JAN 19 Council meeting**

**JAN 26 Providence Place**

**FEB 15 AUMA Mayors Caucus Edmonton**

**FEB 15 Recreation Annual Meeting (not renumerated)**

**FEB 16 Council meeting**



## Report from the Administration

For the period January 14 – February 10, 2011

### Administration:

- Final adjustments have been made on the Village's accounting for the Alberta Municipal Infrastructure Program and Street Improvement Program Grants for 2008 and 2009.
- The final paperwork has been completed for the Village's 2008 Municipal Sponsorship Program Grant. This grant program was terminated after the 2009 grant year.
- The application for the 2011 STEP Grant was submitted on February 2, 2011.
- The deadline for the Summer Career Placement (SCP) grant program will be submitted by the deadline of February 28, 2011.
- Emergency Public Warming System (EPWS) was full and our four registrations were not accepted. We'll have to watch for the next training session.
- Council members are reminded that, as per the Municipal Government Act, individual councillors cannot make decisions or ask administration to complete tasks. Here is the specific wording taken from the document "Now That You've Been Elected – A Handbook for Elected Councillors" (in your Council Orientation binder) → *The MGA provides that councils can only exercise the powers of the municipal corporation in the proper form, either by bylaw or by resolution. What this means for you is that no individual or group of councillors can make a decision or ask administration to take action except within meetings of council where an appropriate bylaw or resolution is passed.*
- The Public Works Director submitted his resignation on Tuesday, February 1<sup>st</sup>, indicating that Friday, February 11, 2011 would be his last day of work.
- Much administration time has been spent on preparing ads to recruit a replacement, assessing how the various components of the position can be taken care of until a new person is hired, and becoming aware of the status of various issues and projects.
- A combined ad for the part-time office assistant and the public works director has been created and will appear in the February 8<sup>th</sup> and 15<sup>th</sup> issues of the Booster with application deadlines of February 21, 2011.
- The auditors from Wilde and Company will be at our office on February 17 & 18. Preparation continues.
- There are two weddings and two family weekend gatherings booked for the hall along with the regular events.
- The tabletop disaster session scheduled for February 16 has been cancelled due to the resignation of the Director of Disaster Services.
- The Village Manager attended the following external meetings:
  - January 6 – CAO Meeting (Rosalind)
  - January 27 – Meeting with Focus Engineering re: Macrae Street Tender (Bawlf)
  - February 10 – Emerging Trends in Municipal Law (Edmonton)
  - February 10 – SMRWSC Meeting (Castor)



### **Development:**

- There were no development permits issued this past month.
- The total number of permits approved so far in 2011: zero.
- No Compliance Certificates were issued this past month. Total compliance certificates issued in 2011: one.
- The Village Manager spoke to the owners of Lots 21-24, Block 2, Plan RN57 during the week of February 1<sup>st</sup> regarding the Village's December letter regarding their intentions for the property. At this time, it sounds like they may wish to request an extension – the request has not formally been submitted yet.

### **Public Works:**

- The Public Works Director completed the daily water and sewer testing, treating and monitoring while the Water & Sewer Contractor was away. The certified coverage was provided by the Town of Daysland for the period January 10-20 inclusive.
- The CAOs of the Village of Bawlf and the Town of Daysland have discussed signing a reciprocal Two Municipality Water & Sewer Coverage Agreement. The paperwork should be developed in the near future.
- Beginning on Saturday, January 22, the lift station alarm has been intermittently calling out false alarms – high noise and high level alarms. (Alarms on Sat 22<sup>nd</sup> - 6:00-7:00 am-3 alarms; Tues 25<sup>th</sup> - 12:30 am & 11:30 pm; Wed 26<sup>th</sup> - 4:15 am & 10:00 am; Thur 27<sup>th</sup> - 7:30 pm; Fri 28<sup>th</sup> – 1:00 am, 3:20 am, 5:00 am, 7:40 am, 9:40 am; Sat 29<sup>th</sup> – 12:30 pm). EC & M checked the pumps on February 3 and repairs were required to the breather valve. The pumps are operational once again.
- On Saturday, Feb 5<sup>th</sup> the left station second level alarm called out and it is believed that the floats are causing problems. We may need to look into a new float system.
- After the PW Director's last day and until a new Public Works Director is hired, the new call out numbers programmed into the auto-dialler will be: the Mayor, then Justin Jacobsen. All other numbers have been removed at this point, based on request.
- The Village Manager and Public Works Director met with Allan Yamashita and Ken Kraemer with Focus Engineering on January 27, 2011 regarding the details of the tender package for the sanitary sewer services along Macrae, Sanden and King Streets. The proposed timeline is:
  - Preliminary drawings and tender document - 2 weeks
  - Review by Village of Bawlf and revisions thereafter - 2 weeks
  - Tender on Alberta Purchasing Connection and local newspaper - 2 weeks
  - Tender review and recommendation on award - 1 week
  - Contractor mobilization 1-2 weeks. Subject to the availability of lining material. Construction time anticipated at 4 weeks. Allow for 6 weeks in the event of unforeseen work.



- The PW Director has checked the lagoon and the liquid appears to be flowing properly between cells. There is a large amount of snow on the berms – it is anticipated that there may not be any freezing of pipes and valves this year.
- The PW Director and the Water & Sewer Operator repaired the potassium pump at the water reservoir.
- Snow plowing and sanding has occurred as required.
- The drainage ditches have drifted in with snow. We may need to clear the snow out prior to the spring thaw.
- The Village half-ton has been freezing up (possible water in the fuel) and the battery has caused issues. It is operational once again.
- There were two extra trips for garbage removal this month.
- The Village ordered 230 green boxes for the recycling program on February 4, 2011. The boxes will be heat stamped with our "Village of Bawlf" logo. It is anticipated that the boxes will arrive at Can-Pak by the end of February (estimated timeline at this point). Can-Pak will deliver them to each household on the next regular pick up Monday and will begin the actual service two weeks after that. Notices of the start date and details on the program will be delivered with the boxes and into the Village residents' mailboxes.

#### **Parks and Facilities:**

- The PW Director has informed the Recreation Board of his resignation. Maintenance of the ice rink will revert back to the Recreation Board effective February 12, 2011.
- The individual utilizing the storage room in the old hall has removed all supplies.
- The Village Manager, the Library Board Chair and the two Library staff members met with Don from Camrose Sheet Metal regarding the temperature in the library. He checked the floor registers, the cold air returns in the ceiling, the furnaces and the furnace filters. All components appear to be in working order. As an experiment, he suggested that we run the fan continually which may stabilize the overall air temperature in all rooms. As of February 9<sup>th</sup>, reports from the Library staff have been positive so we believe this may have solved the heating problem.

#### **By-Law Services:**

- There were no bylaw complaints this month.
- The owner of Lots 5-8, Block 3, Plan LVII received a Compliance Order which was due the third week in January. The Bylaw Officer requires some personal information before he can issue a Provincial Ticket.

#### **Fire Department:**

- No fire report was received this month.
- The four fire policies and two job descriptions recently approved by Council were mailed to the Fire Department via the Deputy Fire Chief on January 27, 2011.  
The Administration is still awaiting the 2010 Emergency Call Summary which will be used to calculate the 2010 suburban revenues.





Feb. 9/11

## Bawlf Public Library

- The library is submitting a letter to have Shirley Erickson approved to do their audit.
- Pastor Bill from Lutheran Church will be having storytimes available in the library, in the near future. Details are being worked on.
- Library board is changing policy 3A to read that 5-7 people are required on the library board instead, of reading 7 people. This is because they have been unable to get any new members for the board. Dawn Butner has withdrawn her application.
- \* - Snow has fallen off the roof in front of the library door causing a very dangerous hazard to anyone coming or going from the library. This needs to be taken care of right away.
- The ants are back and crawling around in full force along the south wall inside the library.
- Since the furnace person came out to adjust things, the temperatures in the library are much improved and very appreciated.

*L. H.*

Item 6.c)



## **PROVIDENCE PLACE**

### **JAN 26 MEETING**

**Reviewed financial reports**

**Water bill problems discussed with Town of Daysland**

**Crawl space moisture problems seem to be corrected with dehumidifiers**

**PHASE 4 updates**

**Charging @ \$2.15 per square foot**

**Require more sales to receive loan from Credit Union**





**PROVIDENCE PLACE**  
**DAYSLAND & DISTRICT AGING IN PLACE FOUNDATION**

**AGENDA**  
**January 26, 2011 Supper – 5:00 pm**

1. Call to order
2. Approval of agenda
3. Resident Council Report
4. Minutes of previous meeting November 30, 2010
5. Business Arising from Minutes
  - Phase IV – Minutes from Design Meeting & Construction Update
  - Update interior designer (Wendy)
  - Response letter regarding water bills
  - Easement from AHS for using joint access road
  -
6. Correspondence
  - AHS home care funding increase
  -
7. Connecting Care and Financial Statement
8. Manager Report
  - Maintenance report, Safety/Fire reports
  - Financial Authorization Requests
9. New Business
  - Suite #429 tub installation
  - Sunroom – Jim Rebus payment?
  -
10. Next Meeting – February 23, 2011
11. Adjournment





**PROVIDENCE PLACE  
DAYSLAND & DISTRICT AGING IN PLACE FOUNDATION BOARD  
Minutes of November 30, 2010**

**PRESENT:** Joe Rau, Gord Blatz, Nick Saik, Ernestine Ferris, Marlene Wolbeck,  
Gene Waldorf, Maureen Schreiber, Mariann Wolbeck, Jay Adams, Doug Mills

**REGRETS:** Arlene Lohner, June Rittammer

**1. CALL TO ORDER**

The meeting was called to order at 5:50 PM by Chairperson Gene Waldorf. Introductions were made; Nick Saik is representing the Daysland Town Council.

**2. APPROVAL OF AGENDA**

Motion by G. Blatz to approve the agenda. **CARRIED**

**3. RESIDENT COUNCIL REPORT - Marlene Wolbeck**

- The last Resident Council was held on November 9, 2010. A bank balance of \$3395.18 was reported. A donation of \$1000 was given to the Handivan society.
- The Octoberfest supper was appreciated Residents gave out Hallowe'en treats to about 100 children.
- A Remembrance Day service led by Rev. K Taylor was held on November 10. Veterans and some residents participated in the service.
- Residents have helped to decorate the building for Christmas. The Providence Place Christmas supper will be on December 3, and will be served by the staff rather than being 'potluck' as in previous years.
- No issues or complaints.

Motion by E. Ferris to accept the Resident Council report. **CARRIED**

**4. MINUTES OF PREVIOUS MEETING**

Amendment to 9. c) – the replacement value of the suite will be increased by \$1880...  
The owner will be reimbursed \$659.19 for renovation costs.

Motion by Mariann Wolbeck to approve the minutes of October 27, 2010 as amended.  
**CARRIED**

**5. BUSINESS ARISING FROM MINUTES**

- **PHASE IV** – The last design meeting was held on October 22. Discussion occurred regarding plumbing issues and ordering of the fire pump. Some development information is now available for presentation to the Town of Daysland. The architect and the site engineer are working on the drainage pattern. Drywall proposals came in \$100,000 over budget; the drywall contract has not yet been assigned. No response received yet from Brian Stevenson, of Corporate Services with Alberta Health Services, regarding the road access shared with the Health Centre. Regarding sales, 13 units have been sold and one more is a possibility. There must be sales of 22 units before the Credit Union will lend



the full amount of the requested loan. Discussion occurred regarding non-resident investors.

Motion by J. Rau: Interest will be paid to non-resident investors at a rate of 4.5% of the suite prices, and will be paid quarterly after the occupancy permit is issued. The terms of the agreement would be reviewed by the Board annually. If a buyer is found for the unit, 30 days notice will be provided to the investor, who at that time must decide to take possession under normal terms or release the unit to the new purchaser. CARRIED

- UPDATE ON INTERIOR DESIGNER [Wendy] – A meeting will be arranged on December 13 with the interior designer and the prospective buyers in order to view the proposed design ideas and color boards.
- LETTER REGARDING WATER BILLS – D. Mills discussed the proposed letter which would be sent to the Town of Daysland regarding water/sewage charges. N. Saik will review the bylaw and discuss the issue with D. Mills.

#### **6. CORRESPONDENCE**

[Marlene Wolbeck left the meeting at 6:45 PM]

Motion by G. Blatz to move In Camera at 6:45 PM regarding a former employee. CARRIED

Motion by G. Blatz to move out of In Camera at 6:58PM. CARRIED

Motion by M. Schreiber to pursue a settlement with a former employee as per the recommendation of legal counsel. CARRIED

#### **7. CONNECTING CARE and FINANCIAL STATEMENTS**

The financial statements to October 30, 2010 show total income of \$834,549.08, and total expenses of \$661,075.04. When other income [interest] and other expenses [interest on loan] are factored in, the net income to October 30 is \$125,351.43.

Motion by N. Saik to accept the financial statements. CARRIED

#### **8. MANAGER REPORT**

J. Adams read the written reports for Facility Manager and Maintenance.

No financial authorization requests.

Motion by J. Rau to accept the reports. CARRIED

#### **9. NEW BUSINESS**

- CRAWL SPACE in PHASE II – The soil has been saturated by all the seasonal rainfall, and water has been seeping in underneath the footings in Phase II. This caused mildew in some suites. Dehumidifiers have been rented and exhaust fans have been installed; this has been working for the past month. Installing the dehumidifiers at a cost of \$1500 apiece is a temporary fix. Three sump holes are in operation.

#### **10. NEXT MEETING**

The next meeting will be on **WEDNESDAY, JANUARY 26, 2011**. The Christmas supper will be combined with the regular meeting.





**11. ADJOURNMENT**

The meeting was adjourned at 7:33 PM on a motion by G. Blatz.

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Chairperson

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Recording Secretary





Sanden Court Meeting

Minutes Tuesday January 25, 2011

**Present:** Chairperson Debra-Lee Kelch, Myrna Gibson, C.A.O. Cindy Fraser, Naomi Porter  
Councillor Reta Porter

Meeting called to order @ 8:10 p.m.

- Reviewed minutes from meeting held Tuesday October 12/2010
- Need to down size previous Budget request to \$19,000.00
- Need to reduce operating & administration costs
- Tenants moving (3)  
One tenant at the end of March and the other two maybe by mid- March
- Policy and Procedure Handbook updated
- Fourth ¼ report reviewed and discussed

Next Meeting: Tuesday April 26, 2011 ( 1<sup>st</sup> quarter for 2011)

Item: 6.c)



Annual Mtg - Jan 15.

Requests \$5000<sup>00</sup> for a  
retired bus from Battle  
Driver

Library \$1000 ✓

Field page \$3500

Booth storage - area

35000

Ball Program 3100 ✓

Fare for Pedersen

Seat Kevin Big

Regs Bryan Berg





Notes from Bawlf Parent Council Meeting  
January 27, 2011

**Bawlf-Rosalind Alignment Update**

Members of the Bawlf and Rosalind communities received a letter dated January 20 indicating the Bawlf and Rosalind – One School, Two Campus pilot project has ended. This decision was made in order to allow both sites and both communities to move forward.

**“Hot” Lunch Committee Update**

The pilot project is working great. It is very well received. The feedback from students, staff and parents has been favorable and the program is generating funds required for field trips etc.

**60<sup>th</sup> Anniversary Committee**

A Chairperson will be confirmed in the next couple of weeks. This celebration will be a one day event celebrating the existing Bawlf School's 60<sup>th</sup> anniversary as well as the 105 anniversary of education in Bawlf.

It was indicated that it would be nice if the committee consisted of a representative from the County, Village of Bawlf as well as the Bawlf School Parent Council executive. A letter will be sent requesting a village representative.

**Presentation on “Think Day” – March 23, 2011**

Mrs. White reviewed the agenda for “Think Day”. Absolute Leadership Development is a not-for-profit organization that exists to empower emerging generations to live with purpose and change their world.

This sounds like it will be an absolutely outstanding day for the students.

**Principal's Report**

- Received a Community Initiatives Grant in the amount of \$11,000.00. This grant will be used to purchase band equipment.
- Mrs. White has sent a letter to the Bawlf Recreation Association requesting that they purchase a bus for school use. The Rosalind Recreation purchased a bus for their community and the school will save a considerable amount on transportation costs for field trips, sporting teams etc. Transportation for these events for Bawlf School last year was \$12,000.00. Mrs. White projects savings of about 1/3.

Item: 6.c)

## **Executive**

The Executive believe that by working with BRSD regarding the school modernization they can:

- Develop a plan to make it happen
- Provide support
- Have an impact, strong voice

## **Battle River Regional School Board Representative Report**

Kendall Severson reported that a "Motion to Consider Closure" was made at the Battle River Regional School Board meeting today for the following schools:

- Rosalind
- Strome
- Lougheed
- Phoenix (Outreach school in Sedgewick)

Public Community meetings have been scheduled for the respective communities.



# Battle River School Division #31



5402-48A Avenue, Camrose, Alberta, Canada T4V 0L3 Phone (780)672-6131 Fax (780)672-6137 www.brsd.ab.ca

January 20, 2010

To: Members of the Bawlf and Rosalind communities

From: Dr. Larry Payne, Superintendent

Re: Change in status of Bawlf / Rosalind Campus

This letter is to inform you that the Board of Trustees of Battle River School Division has voted to end the one school / dual campus pilot project involving Bawlf and Rosalind Schools. The change is effective immediately.

Based on feedback I received, as well as my own observations, I felt that the issue of whether or not to go further with re-aligning the two schools had become so polarizing that it was getting in the way of teaching and learning. Therefore, I recommended to the Board that the dual campus project be halted and that the change in status be immediate, in order to allow both sites and both communities to move forward.

During its three and a half years, the one school / dual campus project resulted in some truly excellent advances being made, particularly in the areas of staff collaboration and professional development. I will continue to support collaboration and cross-school activities between these sites, as I do with all schools.

For the remainder of this school year Ms. Karla Koleba will be Acting Principal of Rosalind School, while Ms. Diana White will continue to be Principal of Bawlf School and Mr. Patrick Whittleton will continue to be Vice Principal. Ms. White will also mentor Ms. Koleba in fulfilling her increased responsibilities.

Thank you to all of those who took the time to voice their opinions about the one school / dual campus model.

Sincerely,

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January 31, 2011

To Landowners, Occupants, Agencies and Interested Parties:

## **Re: Eastern Alberta DC Transmission Line – Preferred Route Option**

ATCO Electric is preparing an application to the AUC to construct a new 500-kilovolt, high voltage direct current (HVDC) transmission line on the eastern side of the province between the Gibbons-Redwater area northeast of Edmonton and the West Brooks area southeast of Calgary. The project includes a converter station at each end of the line to convert power from alternating current (AC) to direct current (DC).

After extensive field study and consultations with landowners and interested parties we have identified a preferred route, converter station sites and some alternative route segments for the project. These are illustrated on the enclosed map along with the routes that are no longer under consideration. **This letter is to advise that any property that you own or have an interest in is not within 800 metres of the preferred route, the alternative route segments or converter station sites for the Eastern Alberta DC Transmission Line.**

ATCO Electric considers a number of factors when selecting a route that we consider to have the least overall impact on people, agriculture, industry and the environment. Among other factors, we strive to:

- Minimize impacts to residences and built-up areas;
- Follow existing property boundaries, power lines and corridors where possible; and
- Minimize impacts on agriculture and environmentally-sensitive areas.

Since June 2010, ATCO Electric has actively consulted with landowners and interested parties on several route options. We have spoken with landowners to identify their concerns and collect additional information on routing constraints. We hosted 14 open houses and consulted one-on-one with over 7,000 people. Your feedback has been instrumental in our route selection process and we would like to thank you for your valuable time and input.

Following a review of the feedback we receive in consultations with landowners within 800 metres of the proposed right-of-ways (ROWS) of the preferred route, converter station sites and alternative route segments we plan to file our Facility Application with the AUC in March 2011.

Once the Application is filed, the AUC will issue a Notice of Application to all parties directly affected by the project. This notification is typically published in the local papers. All affected landowners will have the opportunity to register to present their views on the project at a public hearing at a date and time determined by the AUC. The AUC makes the final decision on the route and location of the facilities and its approval is required before ATCO Electric can begin construction on land where we have reached an



agreement with the landowner for access. If you would like more information on the AUC or the application process, visit [www.auc.ab.ca](http://www.auc.ab.ca).

For more information on our project or to share your comments with us, visit our website at: [www.atcoelectric.com](http://www.atcoelectric.com) or contact the project team using the information provided.

Sincerely,

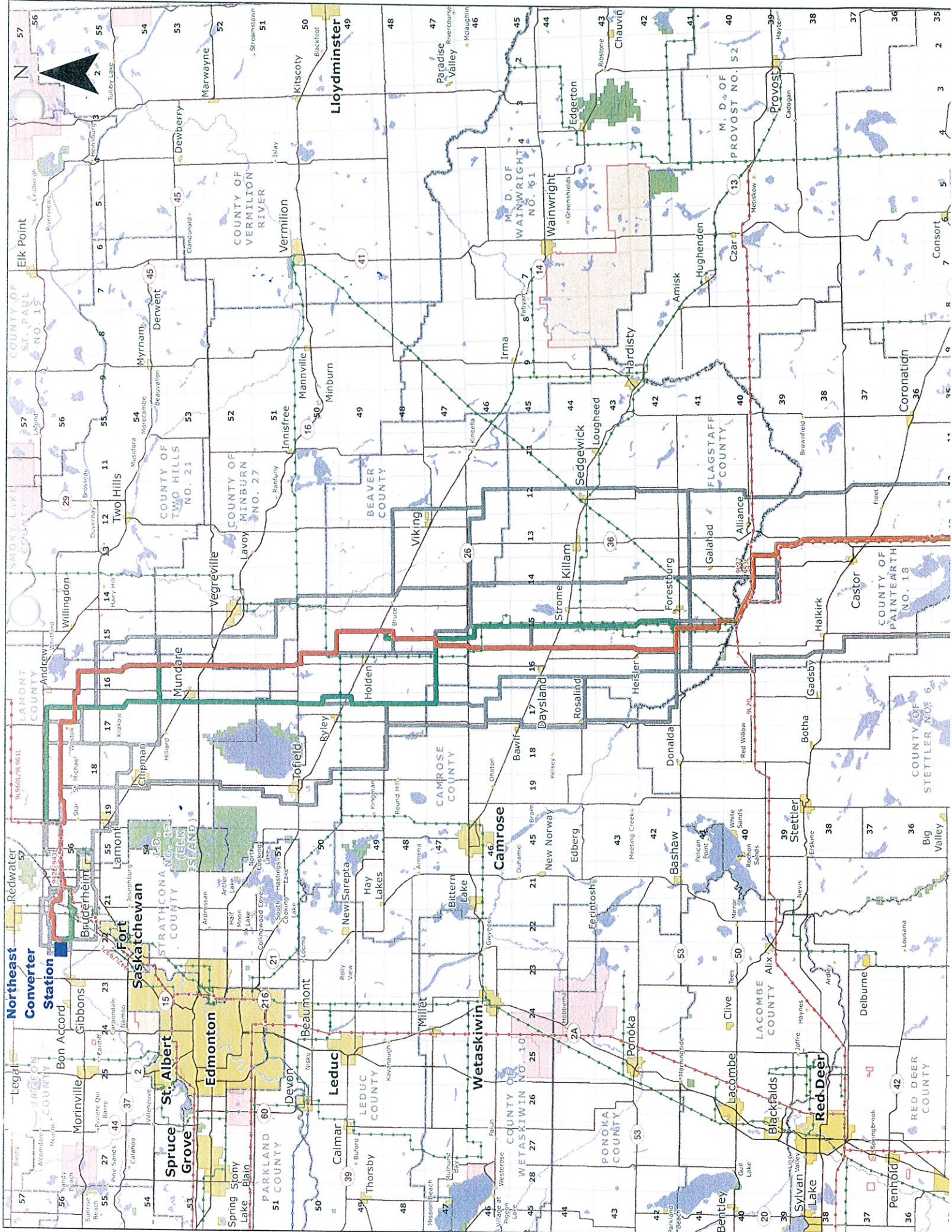
A handwritten signature in black ink, appearing to read "R. Boven". The signature is fluid and cursive, with the first name "R." and the last name "Boven" clearly distinguishable.

**Ray Boven, P. Eng.**

Senior Vice President, HVDC Project

Enclosures









February 3, 2011

Ms. Lynn Horbasenko  
Village Manager  
PO Box 40  
Bawlf, AB T0B 0J0

## RE: FortisAlberta's 2011 Approved Rate Changes and Investment Levels

Dear Ms. Horbasenko:

We would like to wish you a Happy New Year. In addition, we would like to share with you an update about our 2011 distribution rates and investment levels. Since July 2009, FortisAlberta has been providing information updates to our municipal customers specifically around our 2010-11 Distribution Rate Application filing with the Alberta Utilities Commission (AUC). FortisAlberta has recently received approval from the AUC for 2011 distribution rates.

Included with this information is a table below highlighting the financial impact these increases will have on your constituency and your costs for operating your municipal-owned facilities. *Please take these changes into account when estimating your operational budget for 2011.*

Rate Description	Rate Code	Bundled Rate (Percentage Increase/Decrease)	Dollar Impact*
Residential	11	3.8%	\$3.29
Farm	21-23	5.1%	\$10.67
Irrigation	26	-0.9%	\$-41.89
Lighting (Investment Option)	31	16.2%	\$3.38/light
Lighting (No Investment Option)	33	8.9%	\$0.84/light
Small General Service	41	2.4%	\$7.00
Oil and Gas	44-45	2.7%	\$15.46
General Service	61	-3.7%	\$-773.07
Large General Service	63	-4.1%	\$-9914.83

\*Note: These amounts are averages based on the Regulated Rate Option.

You will notice in the table, street lighting has been impacted by a 16.2 per cent rate increase. The increase is a reflection of street lighting costs, increases in investment levels and as a result of the rate design study that was undertaken and reviewed as part of this past application.

A rate design study is important to ensure that each group or rate class of customers pays their appropriate share of the overall distribution cost. Ultimately, one of the objectives of rate design is to ensure that each rate class pays 100 per cent of the costs required to serve them. The current study indicated that other rate classes, like residential and commercial customers paid proportionally more while streetlight services paid less than they should have. These amounts were in a large part corrected in the current application.

Please note that even with this rate increase for street lights, the lighting rate is still only paying approximately 85 per cent of the cost to serve these services. The rate design study was extensively

Item: 7.c)

reviewed and tested as part of the tariff application process. The new rates were originally supposed to be effective in January 2010 but were not approved by the Alberta Utilities Commission until December 2010. Therefore, FortisAlberta will require a one-year adjustment rider to collect for this 2010 revenue shortfall in addition to the revised 2011 rate base.

Customers expect safe, reliable electricity and FortisAlberta is taking steps to ensure we continue to meet their needs. The rate increase is a reflection of capital cost associated with building and maintaining a reliable and safe electric distribution system on behalf of customers. More than 95 per cent of FortisAlberta's distribution rate increases relate to capital investments necessary to maintain a safe and reliable system, build capacity to support new system growth, complete necessary maintenance and invest in automated meters.

The Alberta Utilities Commission (AUC) has also approved an increase in our 2011 Investment Levels. The 2011 maximum investment levels are based on an investment term of 15 years and the rate type as outlined in the table in this letter. This means that FortisAlberta will be investing \$1,572 per fixture.

Type of Service	Rate Code	Maximum Investment Level
Residential	11	\$1,346 per service
Farm	21-23	\$5,380, plus \$770 per kVA of Peak Demand
Irrigation	26	\$5,380, plus \$770 per kVA of Peak Demand
Lighting	31-33	\$1,571 per fixture
Lighting (Yard Lighting)	38	\$765 per fixture
Small General Service	41	\$5,380, plus \$856 per kW of Peak Demand
Oil and Gas	44-45	\$5,380, plus \$856 per kW of Peak Demand*
General Service	61	\$5,380, plus \$856 per kW for the first 150kW, plus \$108 for additional kW, of Peak Demand
Large General Service	63	\$97 per kW of Peak Demand, plus \$107 per metre of Customer Extension
*FortisAlberta invests as required per unmetered to metered service conversion program		
2011 Maximum Investment Levels for Distribution Facilities When the Investment Term is 15 years or more.		

FortisAlberta's new rates will be in effect from January 1, 2011 until December 31, 2011. For many customers, increased electrical consumption during the winter months also affects total costs. For example, the average Alberta home uses almost twice as much electricity in January as in July. We encourage customers to visit [www.fortisalberta.com](http://www.fortisalberta.com) for tips about how to save energy and money.

If you have any questions or would like further background, please contact me at (780) 464-8325.

Sincerely,



On behalf of:  
Rick Burden  
Stakeholder Relations Manager

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