



AGENDA

Regular Meeting of Council of the Village of Bawlf in the Province of Alberta

Monday, December 19, 2011 – 6:30 p.m.

Council Chambers

1. CALL TO ORDER

* Watch CCTV of sewer lines beginning at 6:30 p.m.*

2. DELEGATIONS

none

3. GENERAL GOVERNMENT

a) Agenda

Motion to adopt as presented

b) Minutes of the Regular Meeting of Council held November 15, 2011

Motion to adopt as presented

c) Accounts Payable – November, 2011

Motion to accept as information

d) Financial Statement – October and November 2011

Motion to accept for information

4. BUSINESS ARISING

a) Council Appointments to Boards

Motion

b) Macrae Street Memorandum from July, 2011 —

Discussion

5. NEW BUSINESS

a) Approval of 2012 Interim Operating Budget

Motion

b) Disaster Services Director

Motion

c) Master Rates Bylaw

Motion

d) MuniWare Agreement

Motion to Sign

e) Printer/Copier/Scanner/Fax

Motion

Item #: 3. a)

- f) Cat Bylaw

Discussion

- g) Landscaping at Lot 25, Block 9, Plan 782-3408

Discussion

- h) Parkland Regional Library Satisfaction Survey

For completion

- i) Straw Bales? – *Councillor Blatz*

Discussion

- j) Fuel Bills for January 1, 2010 inclusive to November 30, 2011 for review – *Councillor Blatz*

Discussion

- k) Shop Equipment – *Councillor Blatz*

Discussion

- l) Macrae Street Videos Made Available for Viewing – *Councillor Blatz*

Discussion

- m) Lift Station Pump Problems

Discussion

n) Skating rink ins
o) letter from T Paul

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
- School Modernization

7. CORRESPONDENCE

- a) Letter from the Honourable Doug Griffiths, Minister of Municipal Affairs

- b) Parkland Regional Library Board Newsletter

- c) EastLink Letter of Termination

- d) Letter of Resignation

- e) CDSS Minutes – October 24, 2011

8. CONFIDENTIAL ITEMS

None

9. ADJOURNMENT



VILLAGE OF BAWLF

Cheque Listing For Council

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Cheque	Date	Name	Invoice	Description	Invoice Amount	Cheque Amount
20100913	2011-11-30	FOSSEN, EINAR	8	MILEAGE TO PICKUP CHLORINE	50.40	1,350.40
20100914	2011-11-30	HORBASENKO, LYNN	29	PAYMENT WAGES		
20100915	2011-11-30	REINKE, FERN	10	PAYMENT REMUNERATION	190.00	190.00
20100916	2011-11-30	ROBBINS,, KAREN	14	PAYMENT REMUNERATION	190.00	190.00
20100917	2011-11-30	SANDEN COURT	3	PAYMENT PROVINCIAL GRANT	3,932.25	3,932.25
20100918	2011-11-30	SCHAPANSKY, MYRNA	27	PAYMENT WAGES		
20100919	2011-11-30	SPARKS, JOCELYN	11 12	PAYMENT WAGES GIFT - T. PAUL	56.23	56.23
20100920	2011-11-30	WILSON, ROBERT & MARGARET	3	PAYMENT OFFICE SUPPLIES - FD	61.48	61.48
20100921	2011-11-30	YUHA, JODY	27	PAYMENT REMUNERATION	190.00	190.00
20100922	2011-11-30	BAWLF COUNTRY STORE	75754 77715	PAYMENT CLEANUP LUNCH F.D. COFFEE FILTERS	38.25 2.89	41.14
200923	2011-11-30	BLATZ, ROD	33 34	PAYMENT REMUNERATION MILEAGE TO CASTOR OCT. 26	130.00 94.50	224.50
20100924	2011-11-30	BORDER PAVING	16808	PAYMENT EMULSION ASPHALT	63.00	63.00
20100925	2011-11-30	CAMROSE BOOSTER	DA147102 DA148160	PAYMENT PUBLIC WORKS DIRECTOR AD. PUBLIC WORKS DIRECTOR AD	164.64 164.64	329.28
20100926	2011-11-30	DAYSLANDER MOTEL	53565	PAYMENT BUS FREIGHT - WATER SAMPLES	15.16	15.16
20100927	2011-11-30	EXOVA	11-673539	PAYMENT YEARLY LAGOON SAMPLE	72.45	72.45
20100928	2011-11-30	SCHAPANSKY, MYRNA <i>Cancelled</i>	28	PAYMENT WAGES		
20100929	2011-11-30	WORKERS COMPENSATION BOARD	18047985	PAYMENT INSURANCE	378.13	378.13
20100930	2011-11-30	WRANGLER HEATING & SERVICES	0237	PAYMENT CHECKED MAIN WATER SERVICE STOC	147.00	147.00
WAGES					7993.84	7993.84
Total					25,476.16	
					- 61.33	
					25,414.83	

Item 3.c)



VILLAGE OF BAWLF

Cheque Listing For Council

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Cheque	Date	Name	Invoice	Description	Invoice Amount	Che Amount
20100892	2011-11-15	A-1 SUPPLY		PAYMENT		13.29
			117356-1	SHOP BINS	3.00	
			119262	PADLOCKS - WELLS	10.29	
20100893	2011-11-15	ALBERTA ANIMAL SERVICES		PAYMENT		546.00
			10561	BYLAW ENFORCEMENT	546.00	
20100894	2011-11-15	BORDER PAVING		PAYMENT		142.80
			38499	COLD MIX	142.80	
20100895	2011-11-15	CAN PAK ENVIRONMENTAL		PAYMENT		2,583.00
			01057	WASTE REMOVAL	2,583.00	
20100896	2011-11-15	DENNIS, TRACEY		PAYMENT		87.93
			13	FIRE DEPARTMENT SUPPLIES	87.93	
20100897	2011-11-15	EC&M ELECTIC NORTHERN LTD.		PAYMENT		892.40
			77525	LIFT STATION REPAIRS	892.40	
20100898	2011-11-15	FORESTER FEEDER MANUFACTURING		PAYMENT		774.37
			13492	CLEAN OUT LIFT STATION	774.37	
20100899	2011-11-15	FOSSEN, EINAR		PAYMENT		1,050.00
			6	WATER OPERATOR	1,050.00	
20100900	2011-11-15	GROUETTE, SHAWN		PAYMENT		390.00
			994211	SUBURBAN REPAIRS	390.00	
20100901	2011-11-15	MUNIWARE		PAYMENT		267.27
			911-38	COMPUTER SUPPORT	267.27	
20100902	2011-11-15	STERLING WATER CONDITIONING LTD.		PAYMENT		396.90
			13363	CHLORINE - RESERVOIR	396.90	
20100903	2011-11-15	STREBS AUTO IND SUPPLY		PAYMENT		327.06
			973179	STARTER - FIRE TRUCK - V.	287.59	
			976885	FUEL CAP SNUFFER TRUCK	39.47	
20100904	2011-11-15	TELUS COMMUNICATIONS INC.		PAYMENT		704.26
			21	PHONE	704.26	
20100905	2011-11-15	UFA		PAYMENT		479.94
			18	FUEL	429.03	
			19	ANTIFREEZE - PARK	42.92	
			20	ACCOUNT FEE	7.99	
20100906	2011-11-15	SCHULTZ, DANIEL		PAYMENT		
			22	WAGES		
20100907	2011-11-15	PAUL, TIFFANY		PAYMENT		
			17	WAGES		
20100908	2011-11-21	KERR, DARYLE		PAYMENT		125.00
			1	MOWING FEE REFUND	125.00	
20100909	2011-11-30	BLATZ, GORDIE		PAYMENT		230.00
			30	REMUNERATION	230.00	
20100910	2011-11-30	CUSTOM WELDING & FAB LTD.		PAYMENT		141.75
			535450	WATER WELL CAPS	141.75	
20100911	2011-11-30	DAYSLAND BACKHOE & TRUCKING		PAYMENT		756.00
			34126	RIP UP NORTH END OF HANSON ST.	756.00	
20100912	2011-11-30	DODSWORTH, SCOTT		PAYMENT		272.00
			3	SNOW REMOVAL	272.00	
20100913	2011-11-30	FOSSEN, EINAR		PAYMENT		1,350.40
			7	WATER & SEWER OPERATOR	1,300.00	

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VILLAGE OF BAULF REVENUE/EXPENSE REPORT

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GL Number	Description	October 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
TAX REVENUE					
1-00-110	TAXES - RESIDENTIAL	(34.59)	247,710.18	0.00	(247,710.18)
1-00-111	TAXES - RESIDENTIAL VACANT	0.00	0.00	4,300.00	4,300.00
1-00-112	TAXES - COMMERCIAL	0.00	22,386.81	0.00	(22,386.81)
1-00-113	TAXES - COMMERCIAL VACANT	0.00	0.00	0.00	0.00
1-00-114	TAXES - INDUSTRIAL	0.00	0.00	0.00	0.00
1-00-115	TAXES - AGRICULTURE	0.00	0.00	0.00	0.00
1-00-116	GRANTS IN LIEU	0.00	3,942.58	0.00	(3,942.58)
1-00-190	TAXES - LINEAR	0.00	3,655.29	0.00	(3,655.29)
1-00-240	GRANTS IN LIEU	0.00	0.00	0.00	0.00
1-00-510	PENALTIES & COSTS ON TAXES	0.00	8,611.79	4,000.00	(4,611.79)
*	TOTAL TAX REVENUE	(34.59)	286,306.55	8,300.00	(278,006.55)
INVESTMENT REVENUE					
1-00-550	RETURN ON INVESTMENTS	12.80	86.43	200.00	113.57
*	TOTAL INVESTMENT REVENUE	12.80	86.43	200.00	113.57
GENERAL REVENUE					
1-12-410	Sale of General Services	32.59	2,090.06	2,500.00	409.94
1-12-590	OTHER REVENUE	0.00	0.00	0.00	0.00
1-12-741	FINES & COSTS	0.00	0.00	0.00	0.00
*	TOTAL GENERAL REVENUE	32.59	2,090.06	2,500.00	409.94
GRANTS					
1-12-730	FEDERAL UNCONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-12-740	PROVINCIAL UNCONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-12-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-12-840	PROVINCIAL CONDITIONAL GRANTS	18,567.00	37,134.00	37,134.00	0.00
1-12-850	COUNTY CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
*	TOTAL GRANTS	18,567.00	37,134.00	37,134.00	0.00
FIRE REVENUE					
1-23-110	SPECIAL TAX - FIRE	0.00	7,000.00	7,040.00	40.00
1-23-410	FIRE FIGHTING FEES CHARGED	0.00	1,105.00	7,000.00	5,895.00
1-23-411	MOTOR VEHICLE ACCIDENT FEES CHARG	2,400.00	2,400.00	1,000.00	(1,400.00)
1-23-412	MUTUAL AIDE PROVIDED	0.00	0.00	500.00	500.00
1-23-430	FIRE EXPENSES RECOVERED	0.00	0.00	1,250.00	1,250.00
1-23-530	FIRE EXPENSES RECOVERED	0.00	0.00	0.00	0.00
1-23-570	FIRE DEPARTMENT DONATIONS	0.00	0.00	0.00	0.00
1-23-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-23-850	COUNTY GRANT - SHARED SERVICE	0.00	11,017.11	11,017.00	(0.11)



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

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GL Number	Description	October 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
1-23-851	FIRE TRAINING - SHARED	0.00	1,000.00	1,000.00	0.00
1-23-852	PAGER MAINTENANCE - SHARED	0.00	500.00	500.00	0.00
1-23-853	FIREFIGHTER INSURANCE - SHARED	0.00	0.00	100.00	100.00
1-23-854	PROTECTIVE EQUIPMENT - SHARED	0.00	0.00	2,000.00	2,000.00
1-23-855	COUNTY OWNED TRUCK	0.00	1,284.89	1,000.00	(284.89)
1-23-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
1-23-921	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
1-23-940	TRANSFER FROM CAPITAL RESERVES	0.00	0.00	0.00	0.00
* TOTAL FIRE REVENUE		2,400.00	24,307.00	32,407.00	8,100.00
BYLAW REVENUE					
1-26-525	DOG LICENSES	0.00	880.00	800.00	(80.00)
1-26-530	BYLAW FINES	0.00	183.00	200.00	17.00
* TOTAL BYLAW REVENUE		0.00	1,063.00	1,000.00	(63.00)
ROADS & STREETS					
1-32-110	SPECIAL TAX - STREET IMPROVEMENT	0.00	24,558.38	25,600.00	1,041.62
1-32-410	SALE OF GOODS & SERVICES	1,869.00	2,402.75	500.00	(1,902.75)
1-32-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-32-840	PROVINCIAL CONDITIONAL GRANTS	0.00	72,440.00	0.00	(72,440.00)
1-32-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
* TOTAL ROADS & STREETS		1,869.00	99,401.13	26,100.00	(73,301.13)
WATER REVENUE					
1-41-410	MONTHLY WATER FEES	6,405.00	61,509.00	73,500.00	11,991.00
1-41-412	BULK WATER SALES	4.40	1,708.04	1,600.00	(108.04)
1-41-511	WATER PENALTIES	388.20	1,822.12	1,500.00	(322.12)
1-41-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
* TOTAL WATER REVENUE		6,797.60	65,039.16	76,600.00	11,560.84
SEWER REVENUE					
1-42-410	MONTHLY SEWER FEES	5,410.00	53,514.00	63,800.00	10,286.00
1-42-511	SEWER PENALTIES	0.00	1,433.91	1,500.00	66.09
1-42-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-42-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-42-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
* TOTAL SEWER REVENUE		5,410.00	54,947.91	65,300.00	10,352.09
WASTE MANAGEMENT REVENUE					
1-43-410	MONTHLY GARBAGE FEES	2,040.00	20,196.00	24,600.00	4,404.00
1-43-412	MONTHLY RECYCLING FEES	907.20	6,334.20	11,000.00	4,665.80
* TOTAL WASTE MANAGEMENT REVENUE		2,947.20	26,530.20	35,600.00	9,069.80



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	October 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
CAMROSE & DISTRICT SUPPORT SER					
1-51-590	REVENUE - OWN SOURCES	0.00	0.00	20,000.00	20,000.00
1-51-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	9,559.00	9,559.00
*	TOTAL CAMROSE & DISTRICT SUPPO	0.00	0.00	29,559.00	29,559.00
CEMETERY REVEUE					
1-56-410	SALE OF CEMETERY PLOTS	0.00	0.00	200.00	200.00
1-56-570	CEMETERY DONATIONS	0.00	20.00	100.00	80.00
1-56-571	CEMETERY MAINTENANCE REVENUE	0.00	0.00	500.00	500.00
*	TOTAL CEMETERY REVEUE	0.00	20.00	800.00	780.00
DEVELOPMENT REVENUE					
1-61-410	DEVELOPMENT PERMITS & CHARGES	0.00	180.00	500.00	320.00
*	TOTAL DEVELOPMENT REVENUE	0.00	180.00	500.00	320.00
LAND SALES					
1-66-410	LAND SALES	0.00	900.00	34,000.00	33,100.00
*	TOTAL LAND SALES	0.00	900.00	34,000.00	33,100.00
PARKS & RECREATION REVENUE					
1-72-110	SPECIAL TAX - RECREATION & PARKS	0.00	4,375.00	4,400.00	25.00
1-72-560	PARK & CAMPGROUND RENTALS	45.00	1,395.00	1,000.00	(395.00)
1-72-570	PARK DONATIONS	0.00	0.00	200.00	200.00
1-72-590	UTILITIES RECOVERED	153.33	2,553.81	0.00	(2,553.81)
1-72-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	2,400.00	2,400.00
1-72-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	2,800.00	2,800.00
1-72-850	COUNTY CONDITIONAL GRANTS	0.00	12,500.00	12,500.00	0.00
*	TOTAL PARKS & RECREATION REVEN	198.33	20,823.81	23,300.00	2,476.19
CULTURE REVENUE					
1-74-560	HALL RENTALS	375.00	7,690.00	0.00	(7,690.00)
1-74-570	HALL DONATIONS	0.00	50.00	0.00	(50.00)
1-74-590	OTHER REVENUE	0.00	0.00	0.00	0.00
1-74-593	SPECIAL EVENT REVENUES	0.00	0.00	0.00	0.00
*	TOTAL CULTURE REVENUE	375.00	7,740.00	0.00	(7,740.00)
RESERVE TRANSFERS					
1-97-920	TRANSFER FROM RESERVES	0.00	0.00	0.00	0.00
*	TOTAL RESERVE TRANSFERS	0.00	0.00	0.00	0.00
**	TOTAL REVENUE	38,574.93	626,569.35	373,300.00	(253,269.35)



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	October 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
COUNCIL EXPENSES					
2-11-130	COUNCIL - PAYROLL DEDUCTIONS	0.00	0.00	400.00	400.00
2-11-150	COUNCIL REMUNERATION	1,640.00	11,383.88	18,100.00	6,716.12
2-11-211	COUNCIL TRAVEL & SUBSISTENCE	72.90	706.05	1,800.00	1,093.95
2-11-214	COUNCIL PROFESSIONAL DEVT	0.00	0.00	1,500.00	1,500.00
*	TOTAL COUNCIL EXPENSES	1,712.90	12,089.93	21,800.00	9,710.07
ADMINISTRATION EXPENSE					
2-12-110	ADMINISTRATION - SALARIES	5,856.65	71,917.32	98,700.00	26,782.68
2-12-130	ADMINISTRATION - PAYROLL DEDUCTION	0.00	4,561.67	0.00	(4,561.67)
2-12-131	EMPLOYEE BENEFITS	1,287.72	3,245.77	0.00	(3,245.77)
2-12-211	TRAVEL & SUBSISTENCE	0.00	887.90	900.00	12.10
2-12-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	1,842.62	2,700.00	857.38
*	TOTAL ADMINISTRATION EXPENSE	7,144.37	82,455.28	102,300.00	19,844.72
OFFICE OPERATIONS					
2-12-215	FREIGHT & POSTAGE	0.00	231.42	900.00	668.58
2-12-217	TELEPHONE	395.86	3,833.90	4,800.00	966.10
2-12-220	ADVERTIZING & PRINTING	119.07	1,746.00	2,700.00	954.00
2-12-225	VILLAGE PROMOTIONS	0.00	400.00	900.00	500.00
2-12-230	PROFESSIONAL & CONSULTING SERVICE	0.00	0.00	0.00	0.00
2-12-231	AUDITING SERVICES	0.00	21,355.00	16,000.00	(5,355.00)
2-12-232	ASSESSMENT SERVICES	0.00	3,859.68	4,400.00	540.32
2-12-233	ASSESSMENT REVIEW BOARD	0.00	79.50	400.00	320.50
2-12-234	LEGAL SERVICES	0.00	150.70	500.00	349.30
2-12-237	MUNICIPAL SOFTWARE	0.00	0.00	0.00	0.00
2-12-250	OFFICE REPAIRS & MAINTENANCE	7.96	985.93	700.00	(285.93)
2-12-253	TECHNICAL SUPPORT	254.54	4,334.92	3,400.00	(934.92)
2-12-258	OFFICE JANITORIAL CONTRACT	0.00	0.00	0.00	0.00
2-12-274	INSURANCE	3.00	14,607.90	14,000.00	(607.90)
2-12-341	LAND TITLES SERVICES	0.00	0.00	200.00	200.00
2-12-510	OFFICE SUPPLIES	783.33	4,303.44	5,900.00	1,596.56
2-12-511	MISCELLANEOUS	0.74	1,766.30	1,300.00	(466.30)
2-12-519	OTHER SERVICES	0.00	0.00	5,400.00	5,400.00
2-12-540	UTILITIES	303.96	1,796.55	2,300.00	503.45
*	TOTAL OFFICE OPERATIONS	1,868.46	59,451.24	63,800.00	4,348.76
ADMIN-CAPITAL					
2-12-762	CAPITAL PURCHASES	0.00	0.00	800.00	800.00
2-12-790	ADMINISTRATION-AMORTIZATION	0.00	0.00	0.00	0.00



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	October 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
* TOTAL ADMIN-CAPITAL		0.00	0.00	800.00	800.00
REQUISITIONS					
2-13-750	REQUISITION - SCHOOL	0.00	55,544.19	74,059.00	18,514.81
2-13-759	DAVE KNIPE MEMORIAL LIBRARY	0.00	0.00	0.00	0.00
* TOTAL REQUISITIONS		0.00	55,544.19	74,059.00	18,514.81
FIRE EXPENSES					
2-23-148	IN-SERVICE TRAINING	0.00	0.00	1,200.00	1,200.00
2-23-159	HONORARIUMS - ANNUAL & HOURLY	0.00	373.61	6,900.00	6,526.39
2-23-211	TRAVEL & SUBSISTENCE	0.00	211.90	1,200.00	988.10
2-23-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	0.00	200.00	200.00
2-23-215	FREIGHT & POSTAGE	0.00	0.00	50.00	50.00
2-23-217	TELEPHONE	84.01	745.17	1,500.00	754.83
2-23-220	ADVERTIZING & PRINTING	0.00	0.00	100.00	100.00
2-23-225	PUBLIC RELATIONS & PROMOTIONS	0.00	0.00	500.00	500.00
2-23-250	FIREHALL REPAIRS & MAINTENANCE	0.00	127.00	500.00	373.00
2-23-251	VILLAGE TRUCK REPAIRS	0.00	621.69	1,000.00	378.31
2-23-252	COUNTY TRUCK REPAIRS	0.00	1,284.89	1,000.00	(284.89)
2-23-253	PAGER REPAIRS	0.00	0.00	1,200.00	1,200.00
2-23-254	PROTECTIVE EQUIPMENT REPAIRS	0.00	1,299.00	6,500.00	5,201.00
2-23-270	CONTRACTED SERVICES	0.00	0.00	100.00	100.00
2-23-274	INSURANCE	0.00	203.10	1,400.00	1,196.90
2-23-510	GOODS & SUPPLIES	104.65	480.74	1,000.00	519.26
2-23-511	MISCELLANEOUS	0.00	0.00	400.00	400.00
2-23-521	FUEL & LUBE	0.00	97.99	800.00	702.01
2-23-540	FIRE HALL POWER	214.33	1,501.28	1,800.00	298.72
2-23-541	FIRE HALL NATURAL GAS	58.68	839.07	1,500.00	660.93
2-23-750	DISPATCH AGREEMENT	0.00	1,178.00	1,200.00	22.00
2-23-751	MUTUAL AIDE RESPONSE CHARGES	0.00	0.00	500.00	500.00
2-23-920	TRANSFER TO RESERVES	0.00	0.00	0.00	0.00
* TOTAL FIRE EXPENSES		461.67	8,963.44	30,550.00	21,586.56
FIRE - CAPITAL					
2-23-762	CAPITAL PURCHASES	0.00	2,500.00	0.00	(2,500.00)
2-23-790	FIRE - AMORTIZATION	0.00	0.00	0.00	0.00
* TOTAL FIRE - CAPITAL		0.00	2,500.00	0.00	(2,500.00)



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	October 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
BYLAW ENFORCEMENT					
2-26-270	BYLAW ENFORCEMENT OFFICER	520.59	4,690.76	6,500.00	1,809.24
2-26-234	LEGAL SERVICES	0.00	930.00	0.00	(930.00)
2-26-510	BYLAW SUPPLIES	0.00	249.82	300.00	50.18
*	TOTAL BYLAW ENFORCEMENT	520.59	5,870.58	6,800.00	929.42
PUBLIC WORKS SALARIES & WAGES					
2-32-110	PW - SALARIES	2,497.97	24,250.21	27,100.00	2,849.79
2-32-130	PW - PAYROLL DEDUCTIONS	0.00	1,443.48	0.00	(1,443.48)
2-32-131	EMPLOYEE BENEFITS	334.64	557.72	0.00	(557.72)
*	TOTAL PUBLIC WORKS SALARIES &	2,832.61	26,251.41	27,100.00	848.59
PUBLIC WORKS OPERATIONS					
2-32-217	TELEPHONE	0.00	39.38	400.00	360.62
2-32-230	PROFESSIONAL CONSULTING	0.00	0.00	0.00	0.00
2-32-250	ROADWAY REPAIRS & MAINTENANCE	0.00	2,046.08	3,000.00	953.92
2-32-270	CONTRACTED SERVICES	0.00	5,094.38	4,000.00	(1,094.38)
2-32-510	GOODS & SUPPLIES	631.02	8,301.00	8,000.00	(301.00)
2-32-511	MISCELLANEOUS GENERAL SERVICES	0.00	0.00	0.00	0.00
2-32-521	FUEL & LUBE	208.11	2,362.88	2,100.00	(262.88)
2-32-540	UTILITIES - STREET LIGHTS	1,041.08	8,977.48	10,200.00	1,222.52
2-32-762	CAPITAL	0.00	0.00	0.00	0.00
2-32-790	PUBLIC WORKS AMORTIZATION	0.00	0.00	0.00	0.00
*	TOTAL PUBLIC WORKS OPERATIONS	1,880.21	26,821.20	27,700.00	878.80
DRAINAGE					
2-37-250	DRAINAGE - REPAIRS & MAINTENANCE	(417.00)	11,733.76	500.00	(11,233.76)
2-37-750	REQUISITION - DRAINAGE	0.00	204.00	200.00	(4.00)
*	TOTAL DRAINAGE	(417.00)	11,937.76	700.00	(11,237.76)
WATER OPERATIONS					
2-41-110	SALARIES & WAGES	0.00	0.00	0.00	0.00
2-41-211	TRAVEL & SUBSISTENCE	0.00	340.65	1,900.00	1,559.35
2-41-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	1,275.42	800.00	(475.42)
2-41-217	TELEPHONE	91.85	809.05	1,200.00	390.95
2-41-230	PROFESSIONAL & CONSULTING SERVICE	0.00	0.00	200.00	200.00
2-41-240	CUSTOMER BILLING	123.90	795.73	600.00	(195.73)
2-41-250	REPAIRS & MAINTENANCE	0.00	8,398.00	14,400.00	6,002.00
2-41-270	WATER - CONTRACT	75.00	5,577.90	5,200.00	(377.90)
2-41-510	GOODS & SUPPLIES	688.08	4,069.10	2,000.00	(2,069.10)
2-41-540	UTILITIES	1,187.06	7,692.43	10,000.00	2,307.57



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

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GL Number	Description	October 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
2-41-750	REQUISITION - SMRWSC	0.00	8,023.98	13,200.00	5,176.02
2-41-762	CAPITAL PURCHASES	0.00	0.00	27,100.00	27,100.00
2-41-790	WATER SYSTEM - AMORTIZATION	0.00	0.00	0.00	0.00
* TOTAL WATER OPERATIONS		2,165.89	36,982.26	76,600.00	39,617.74
SEWER OPERATIONS					
2-42-110	SALARIES & WAGES	22.93	22.93	0.00	(22.93)
2-42-211	TRAVEL & SUBSISTENCE	0.00	89.55	800.00	710.45
2-42-214	MEMBERSHIPS & PROFESSIONAL DEVEL	0.00	1,275.42	0.00	(1,275.42)
2-42-217	TELEPHONE	77.06	607.57	1,100.00	492.43
2-42-230	PROFESSIONAL & CONSULTING SERVICE	0.00	9,458.50	10,400.00	941.50
2-42-240	CUSTOMER BILLING	123.90	736.41	600.00	(136.41)
2-42-250	REPAIRS & MAINTENANCE	2,014.72	4,921.30	1,900.00	(3,021.30)
2-42-270	SEWER - CONTRACT	75.00	4,363.05	5,200.00	836.95
2-42-274	INSURANCE PREMIUMS	0.00	0.00	1,300.00	1,300.00
2-42-510	GOODS & SUPPLIES	116.23	666.16	1,000.00	333.84
2-42-540	UTILITIES	394.10	3,036.79	3,600.00	563.21
2-42-762	CAPITAL	0.00	0.00	29,400.00	29,400.00
2-42-790	WASTE & SEWER AMORTIZATION	0.00	0.00	0.00	0.00
2-42-830	LAGOON DEBENTURE PAYMENTS	0.00	3,840.00	8,330.00	4,490.00
2-42-831	LAGOON DEBENTURE INTEREST	0.00	1,110.00	1,670.00	560.00
* TOTAL SEWER OPERATIONS		2,823.94	30,127.68	65,300.00	35,172.32
WASTE MANAGEMENT					
2-43-270	GARBAGE - CONTRACT	1,574.40	12,249.51	16,700.00	4,450.49
2-43-260	RENTAL OF MACHINERY & EQUIPMENT	0.00	250.00	800.00	550.00
2-43-350	LANDFILL FEES	0.00	48.20	200.00	151.80
2-43-510	GOODS & SUPPLIES	0.00	0.00	0.00	0.00
2-44-350	RECYCLING CHARGES	885.60	7,741.36	13,500.00	5,758.64
* TOTAL WASTE MANAGEMENT		2,460.00	20,289.07	31,200.00	10,910.93
CAMROSE & DISTRICT SUPPORT SER					
2-51-750	REQUISITION - CDSS	0.00	2,389.75	2,600.00	210.25
2-51-770	GRANTS TO ORGANIZATIONS	0.00	5,000.00	20,000.00	15,000.00
2-51-840	CONDITIONAL GRANTS TO CDSS	0.00	0.00	9,559.00	9,559.00
* TOTAL CAMROSE & DISTRICT SUPPO		0.00	7,389.75	32,159.00	24,769.25
CEMETERY OPERATIONS					
2-56-250	CEMETERY REPAIRS & MAINTENANCE	0.00	306.42	300.00	(6.42)
2-56-510	GENERAL GOODS & SERVICES	0.00	107.50	0.00	(107.50)
* TOTAL CEMETERY OPERATIONS		0.00	413.92	300.00	(113.92)



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	October 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
PLANNING & DEVELOPMENT					
2-61-237	MAPPING	0.00	0.00	200.00	200.00
2-66-120	COSTS - LAND SALES	0.00	700.00	2,100.00	1,400.00
2-61-750	REQUISITION - PLANNING	0.00	1,034.00	1,050.00	16.00
*	TOTAL PLANNING & DEVELOPMENT	0.00	1,734.00	3,350.00	1,616.00
PARKS & RECREATION					
2-72-110	RECREATION & PARKS - SALARIES	2,497.98	22,897.36	43,500.00	20,602.64
2-72-115	CSJ & STEP WAGES	0.00	12,769.76	0.00	(12,769.76)
2-72-130	RECREATION & PARKS - PAYROLL DEDUC	0.00	2,054.83	0.00	(2,054.83)
2-72-131	EMPLOYEE BENEFITS	334.63	557.73	0.00	(557.73)
2-72-211	TRAVEL & SUBSISTENCE	0.00	63.00	100.00	37.00
2-72-220	ADVERTIZING & PRINTING	0.00	662.20	600.00	(62.20)
2-72-250	REPAIRS & MAINTENANCE	0.00	1,513.00	1,600.00	87.00
2-72-270	CONTRACTED SERVICES	0.00	1,258.08	500.00	(758.08)
2-72-510	GOODS & SUPPLIES	(337.33)	2,920.63	1,600.00	(1,320.63)
2-72-521	FUEL & LUBE	208.11	2,343.78	2,100.00	(243.78)
2-72-540	UTILITIES - REC BOARD, ETC	358.10	1,998.32	0.00	(1,998.32)
2-72-750	REQUISITIONS - RECREATION	(5,550.00)	(1,500.00)	0.00	1,500.00
2-72-762	CAPITAL PURCHASES	4,050.00	4,050.00	1,500.00	(2,550.00)
2-72-770	GRANTS TO ORGANIZATIONS	1,500.00	14,000.00	16,550.00	2,550.00
2-72-780	RECREATION TRAIL RESERVE	0.00	0.00	0.00	0.00
2-72-790	RECREATION - AMORTIZATION	0.00	0.00	0.00	0.00
4-72-761	RECREATION - TRAIL RESERVE	0.00	0.00	0.00	0.00
*	TOTAL PARKS & RECREATION	(3,061.49)	(65,588.69)	(68,050.00)	(2,461.31)
CULTURE					
2-74-250	REPAIRS & MAINTENANCE - OLD HALL	0.00	64.00	400.00	336.00
2-74-510	GOODS & SUPPLIES	0.00	306.73	0.00	(306.73)
2-74-540	UTILITIES	173.57	2,315.97	3,400.00	1,084.03
2-74-584	SPECIAL EVENTS	0.00	0.00	1,100.00	1,100.00
2-74-750	REQUISITION - PARKLAND LIBRARY	0.00	2,606.78	2,600.00	(6.78)
2-74-761	CONTRIBUTED TO OTHER OPERATING FN	0.00	5,409.00	1,500.00	(3,909.00)
2-74-770	TRANSFER TO OTHER ORGANIZATIONS	0.00	0.00	0.00	0.00
2-74-775	BAWLF PUBLIC LIBRARY APPROPRIATION	0.00	3,000.00	3,000.00	0.00
2-74-831	DEBENTURE INTEREST	0.00	0.00	0.00	0.00
*	TOTAL CULTURE	173.57	13,702.48	12,000.00	(1,702.48)
GENERAL					
2-97-990	GENERAL CONTINGENCY	0.00	2,506.09	2,500.00	(6.09)



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	October 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
* TOTAL GENERAL		0.00	2,506.09	2,500.00	(6.09)
** TOTAL EXPENSES		26,688.70	470,618.97	647,068.00	176,449.03
*** SURPLUS/DEFICIT		(11,886.23)	(155,950.38)	273,768.00	429,718.38



VILLAGE OF BAWLF
REVENUE/EXPENSE REPORT

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ONLY

GL Number	Description	November 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
TAX REVENUE					
1-00-110	TAXES - RESIDENTIAL	0.00	247,710.18	0.00	(247,710.18)
1-00-111	TAXES - RESIDENTIAL VACANT	0.00	0.00	4,300.00	4,300.00
1-00-112	TAXES - COMMERCIAL	0.00	22,386.81	0.00	(22,386.81)
1-00-113	TAXES - COMMERCIAL VACANT	0.00	0.00	0.00	0.00
1-00-114	TAXES - INDUSTRIAL	0.00	0.00	0.00	0.00
1-00-115	TAXES - AGRICULTURE	0.00	0.00	0.00	0.00
1-00-116	GRANTS IN LIEU	0.00	3,942.58	0.00	(3,942.58)
1-00-190	TAXES - LINEAR	0.00	3,655.29	0.00	(3,655.29)
1-00-240	GRANTS IN LIEU	0.00	0.00	0.00	0.00
1-00-510	PENALTIES & COSTS ON TAXES	0.00	8,611.79	4,000.00	(4,611.79)
*	TOTAL TAX REVENUE	0.00	286,306.65	8,300.00	(278,006.65)
INVESTMENT REVENUE					
1-00-550	RETURN ON INVESTMENTS	0.00	86.43	200.00	113.57
*	TOTAL INVESTMENT REVENUE	0.00	86.43	200.00	113.57
GENERAL REVENUE					
1-12-410	Sale of General Services	69.39	2,159.45	2,500.00	340.55
1-12-590	OTHER REVENUE	0.00	0.00	0.00	0.00
1-12-741	FINES & COSTS	0.00	0.00	0.00	0.00
*	TOTAL GENERAL REVENUE	69.39	2,159.45	2,500.00	340.55
GRANTS					
1-12-730	FEDERAL UNCONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-12-740	PROVINCIAL UNCONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-12-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-12-840	PROVINCIAL CONDITIONAL GRANTS	0.00	37,134.00	37,134.00	0.00
1-12-850	COUNTY CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
*	TOTAL GRANTS	0.00	37,134.00	37,134.00	0.00
FIRE REVENUE					
1-23-110	SPECIAL TAX - FIRE	0.00	7,000.00	7,040.00	40.00
1-23-410	FIRE FIGHTING FEES CHARGED	75.00	1,180.00	7,000.00	5,820.00
1-23-411	MOTOR VEHICLE ACCIDENT FEES CHARG	0.00	2,400.00	1,000.00	(1,400.00)
1-23-412	MUTUAL AIDE PROVIDED	0.00	0.00	500.00	500.00
1-23-430	FIRE EXPENSES RECOVERED	0.00	0.00	1,250.00	1,250.00
1-23-530	FIRE EXPENSES RECOVERED	0.00	0.00	0.00	0.00
1-23-570	FIRE DEPARTMENT DONATIONS	0.00	0.00	0.00	0.00
1-23-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-23-850	COUNTY GRANT - SHARED SERVICE	0.00	11,017.11	11,017.00	(0.11)



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

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GL Number	Description	November 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
1-23-851	FIRE TRAINING - SHARED	0.00	1,000.00	1,000.00	0.00
1-23-852	PAGER MAINTENANCE - SHARED	0.00	500.00	500.00	0.00
1-23-853	FIREFIGHTER INSURANCE - SHARED	0.00	0.00	100.00	100.00
1-23-854	PROTECTIVE EQUIPMENT - SHARED	0.00	0.00	2,000.00	2,000.00
1-23-855	COUNTY OWNED TRUCK	0.00	1,284.89	1,000.00	(284.89)
1-23-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
1-23-921	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
1-23-940	TRANSFER FROM CAPITAL RESERVES	0.00	0.00	0.00	0.00
*	TOTAL FIRE REVENUE	75.00	24,382.00	32,407.00	8,025.00
BYLAW REVENUE					
1-26-525	DOG LICENSES	0.00	880.00	800.00	(80.00)
1-26-530	BYLAW FINES	0.00	183.00	200.00	17.00
*	TOTAL BYLAW REVENUE	0.00	1,063.00	1,000.00	(63.00)
ROADS & STREETS					
1-32-110	SPECIAL TAX - STREET IMPROVEMENT	0.00	24,558.38	25,600.00	1,041.62
1-32-410	SALE OF GOODS & SERVICES	(125.00)	2,277.75	500.00	(1,777.75)
1-32-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-32-840	PROVINCIAL CONDITIONAL GRANTS	0.00	72,440.00	0.00	(72,440.00)
1-32-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
*	TOTAL ROADS & STREETS	(125.00)	99,276.13	26,100.00	(73,176.13)
WATER REVENUE					
1-41-410	MONTHLY WATER FEES	6,380.00	67,889.00	73,500.00	5,611.00
1-41-412	BULK WATER SALES	0.00	1,708.04	1,600.00	(108.04)
1-41-511	WATER PENALTIES	359.89	2,182.01	1,500.00	(682.01)
1-41-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
*	TOTAL WATER REVENUE	6,739.89	71,779.05	76,600.00	4,820.95
SEWER REVENUE					
1-42-410	MONTHLY SEWER FEES	5,395.00	58,909.00	63,800.00	4,891.00
1-42-511	SEWER PENALTIES	0.00	1,433.91	1,500.00	66.09
1-42-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-42-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-42-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
*	TOTAL SEWER REVENUE	5,395.00	60,342.91	65,300.00	4,957.09
WASTE MANAGEMENT REVENUE					
1-43-410	MONTHLY GARBAGE FEES	2,052.00	22,248.00	24,600.00	2,352.00
1-43-412	MONTHLY RECYCLING FEES	912.60	7,246.80	11,000.00	3,753.20
	TOTAL WASTE MANAGEMENT REVEN	2,964.60	29,494.80	35,600.00	6,105.20



VILLAGE OF BAYVILLE REVENUE/EXPENSE REPORT

GL Number	Description	November 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
CAMROSE & DISTRICT SUPPORT SER					
1-51-590	REVENUE - OWN SOURCES	0.00	0.00	20,000.00	20,000.00
1-51-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	9,559.00	9,559.00
*	TOTAL CAMROSE & DISTRICT SUPPO	0.00	0.00	29,559.00	29,559.00
CEMETERY REVEUE					
1-56-410	SALE OF CEMETERY PLOTS	0.00	0.00	200.00	200.00
1-56-570	CEMETERY DONATIONS	500.00	520.00	100.00	(420.00)
1-56-571	CEMETERY MAINTENANCE REVENUE	0.00	0.00	500.00	500.00
*	TOTAL CEMETERY REVEUE	500.00	520.00	800.00	280.00
DEVELOPMENT REVENUE					
1-61-410	DEVELOPMENT PERMITS & CHARGES	0.00	180.00	500.00	320.00
*	TOTAL DEVELOPMENT REVENUE	0.00	180.00	500.00	320.00
LAND SALES					
1-66-410	LAND SALES	0.00	900.00	34,000.00	33,100.00
*	TOTAL LAND SALES	0.00	900.00	34,000.00	33,100.00
PARKS & RECREATION REVENUE					
1-72-110	SPECIAL TAX - RECREATION & PARKS	0.00	4,375.00	4,400.00	25.00
1-72-560	PARK & CAMPGROUND RENTALS	45.00	1,440.00	1,000.00	(440.00)
1-72-570	PARK DONATIONS	0.00	0.00	200.00	200.00
1-72-590	UTILITIES RECOVERED	640.76	3,194.57	0.00	(3,194.57)
1-72-830	FEDERAL CONDITIONAL GRANTS	1,967.00	1,967.00	2,400.00	433.00
1-72-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	2,800.00	2,800.00
1-72-850	COUNTY CONDITIONAL GRANTS	0.00	12,500.00	12,500.00	0.00
*	TOTAL PARKS & RECREATION REVEN	2,652.76	23,476.57	23,300.00	(176.57)
CULTURE REVENUE					
1-74-560	HALL RENTALS	1,125.00	8,815.00	0.00	(8,815.00)
1-74-570	HALL DONATIONS	110.00	160.00	0.00	(160.00)
1-74-590	OTHER REVENUE	0.00	0.00	0.00	0.00
1-74-593	SPECIAL EVENT REVENUES	0.00	0.00	0.00	0.00
*	TOTAL CULTURE REVENUE	1,235.00	8,975.00	0.00	(8,975.00)
RESERVE TRANSFERS					
1-97-920	TRANSFER FROM RESERVES	0.00	0.00	0.00	0.00
*	TOTAL RESERVE TRANSFERS	0.00	0.00	0.00	0.00
**	TOTAL REVENUE	19,506.64	646,075.99	373,300.00	(272,775.99)



VILLAGE OF BANNOCKBURN REVENUE/EXPENSE REPORT

GL Number	Description	November 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
COUNCIL EXPENSES					
2-11-130	COUNCIL - PAYROLL DEDUCTIONS	0.00	0.00	400.00	400.00
2-11-150	COUNCIL REMUNERATION	930.00	12,313.88	18,100.00	5,786.12
2-11-211	COUNCIL TRAVEL & SUBSISTENCE	94.50	800.55	1,800.00	999.45
2-11-214	COUNCIL PROFESSIONAL DEVT	0.00	0.00	1,500.00	1,500.00
*	TOTAL COUNCIL EXPENSES	1,024.50	13,114.43	21,800.00	8,685.57
ADMINISTRATION EXPENSE					
2-12-110	ADMINISTRATION - SALARIES	5,971.96	77,889.28	98,700.00	20,810.72
2-12-130	ADMINISTRATION - PAYROLL DEDUCTION	0.00	4,561.67	0.00	(4,561.67)
2-12-131	EMPLOYEE BENEFITS	0.00	3,245.77	0.00	(3,245.77)
2-12-211	TRAVEL & SUBSISTENCE	0.00	887.90	900.00	12.10
2-12-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	1,842.62	2,700.00	857.38
*	TOTAL ADMINISTRATION EXPENSE	5,971.96	88,427.24	102,300.00	13,872.76
OFFICE OPERATIONS					
2-12-215	FREIGHT & POSTAGE	0.00	231.42	900.00	668.58
2-12-217	TELEPHONE	467.79	4,301.69	4,800.00	498.31
2-12-220	ADVERTIZING & PRINTING	113.68	1,859.68	2,700.00	840.32
2-12-225	VILLAGE PROMOTIONS	0.00	400.00	900.00	500.00
2-12-230	PROFESSIONAL & CONSULTING SERVICE	0.00	0.00	0.00	0.00
2-12-231	AUDITING SERVICES	0.00	21,355.00	16,000.00	(5,355.00)
2-12-232	ASSESSMENT SERVICES	0.00	3,859.68	4,400.00	540.32
2-12-233	ASSESSMENT REVIEW BOARD	0.00	79.50	400.00	320.50
2-12-234	LEGAL SERVICES	0.00	150.70	500.00	349.30
2-12-237	MUNICIPAL SOFTWARE	0.00	0.00	0.00	0.00
2-12-250	OFFICE REPAIRS & MAINTENANCE	0.00	985.93	700.00	(285.93)
2-12-253	TECHNICAL SUPPORT	254.54	4,589.46	3,400.00	(1,189.46)
2-12-258	OFFICE JANITORIAL CONTRACT	0.00	0.00	0.00	0.00
2-12-274	INSURANCE	378.13	14,986.03	14,000.00	(986.03)
2-12-341	LAND TITLES SERVICES	0.00	0.00	200.00	200.00
2-12-510	OFFICE SUPPLIES	104.66	4,408.10	5,900.00	1,491.90
2-12-511	MISCELLANEOUS	(236.90)	1,529.40	1,300.00	(229.40)
2-12-519	OTHER SERVICES	0.00	0.00	5,400.00	5,400.00
2-12-540	UTILITIES	0.00	1,796.55	2,300.00	503.45
*	TOTAL OFFICE OPERATIONS	1,081.90	60,533.14	63,800.00	3,266.86
ADMIN-CAPITAL					
2-12-762	CAPITAL PURCHASES	0.00	0.00	800.00	800.00
2-12-790	ADMINISTRATION-AMORTIZATION	0.00	0.00	0.00	0.00

VILLAGE OF BAWLF REVENUE/EXPENSE REPORT



GL Number	Description	November 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
* TOTAL ADMIN-CAPITAL		0.00	0.00	800.00	800.00
REQUISITIONS					
2-13-750	REQUISITION - SCHOOL	0.00	55,544.19	74,059.00	18,514.81
2-13-759	DAVE KNIPE MEMORIAL LIBRARY	0.00	0.00	0.00	0.00
* TOTAL REQUISITIONS		0.00	55,544.19	74,059.00	18,514.81
FIRE EXPENSES					
2-23-148	IN-SERVICE TRAINING	0.00	0.00	1,200.00	1,200.00
2-23-159	HONORARIUMS - ANNUAL & HOURLY	0.00	373.61	6,900.00	6,526.39
2-23-211	TRAVEL & SUBSISTENCE	38.25	250.15	1,200.00	949.85
2-23-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	0.00	200.00	200.00
2-23-215	FREIGHT & POSTAGE	0.00	0.00	50.00	50.00
2-23-217	TELEPHONE	83.99	829.16	1,500.00	670.84
2-23-220	ADVERTIZING & PRINTING	0.00	0.00	100.00	100.00
2-23-225	PUBLIC RELATIONS & PROMOTIONS	0.00	0.00	500.00	500.00
2-23-250	FIREHALL REPAIRS & MAINTENANCE	0.00	127.00	500.00	373.00
2-23-251	VILLAGE TRUCK REPAIRS	663.90	1,285.59	1,000.00	(285.59)
2-23-252	COUNTY TRUCK REPAIRS	37.59	1,322.48	1,000.00	(322.48)
2-23-253	PAGER REPAIRS	0.00	0.00	1,200.00	1,200.00
2-23-254	PROTECTIVE EQUIPMENT REPAIRS	0.00	1,299.00	6,500.00	5,201.00
2-23-270	CONTRACTED SERVICES	0.00	0.00	100.00	100.00
2-23-274	INSURANCE	0.00	203.10	1,400.00	1,196.90
2-23-510	GOODS & SUPPLIES	142.29	623.03	1,000.00	376.97
2-23-511	MISCELLANEOUS	0.00	0.00	400.00	400.00
2-23-521	FUEL & LUBE	66.47	164.46	800.00	635.54
2-23-540	FIRE HALL POWER	0.00	1,501.28	1,800.00	298.72
2-23-541	FIRE HALL NATURAL GAS	0.00	839.07	1,500.00	660.93
2-23-750	DISPATCH AGREEMENT	0.00	1,178.00	1,200.00	22.00
2-23-751	MUTUAL AIDE RESPONSE CHARGES	0.00	0.00	500.00	500.00
2-23-920	TRANSFER TO RESERVES	0.00	0.00	0.00	0.00
* TOTAL FIRE EXPENSES		1,032.49	9,995.93	30,550.00	20,554.07
FIRE - CAPITAL					
2-23-762	CAPITAL PURCHASES	0.00	2,500.00	0.00	(2,500.00)
2-23-790	FIRE - AMORTIZATION	0.00	0.00	0.00	0.00
* TOTAL FIRE - CAPITAL		0.00	2,500.00	0.00	(2,500.00)



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	November 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
BYLAW ENFORCEMENT					
2-26-270	BYLAW ENFORCEMENT OFFICER	520.00	5,210.76	6,500.00	1,289.24
2-26-234	LEGAL SERVICES	0.00	930.00	0.00	(930.00)
2-26-510	BYLAW SUPPLIES	0.00	249.82	300.00	50.18
*	TOTAL BYLAW ENFORCEMENT	520.00	6,390.58	6,800.00	409.42
PUBLIC WORKS SALARIES & WAGES					
2-32-110	PW - SALARIES	1,025.85	25,276.06	27,100.00	1,823.94
2-32-130	PW - PAYROLL DEDUCTIONS	0.00	1,443.48	0.00	(1,443.48)
2-32-131	EMPLOYEE BENEFITS	0.00	557.72	0.00	(557.72)
*	TOTAL PUBLIC WORKS SALARIES &	1,025.85	27,277.26	27,100.00	(177.26)
PUBLIC WORKS OPERATIONS					
2-32-217	TELEPHONE	0.00	39.38	400.00	360.62
2-32-230	PROFESSIONAL CONSULTING	0.00	0.00	0.00	0.00
2-32-250	ROADWAY REPAIRS & MAINTENANCE	992.00	3,038.08	3,000.00	(38.08)
2-32-270	CONTRACTED SERVICES	0.00	5,094.38	4,000.00	(1,094.38)
2-32-510	GOODS & SUPPLIES	197.43	8,498.43	8,000.00	(498.43)
2-32-511	MISCELLANEOUS GENERAL SERVICES	0.00	0.00	0.00	0.00
2-32-521	FUEL & LUBE	198.76	2,561.64	2,100.00	(461.64)
2-32-540	UTILITIES - STREET LIGHTS	0.00	8,977.48	10,200.00	1,222.52
2-32-762	CAPITAL	0.00	0.00	0.00	0.00
2-32-790	PUBLIC WORKS AMORTIZATION	0.00	0.00	0.00	0.00
*	TOTAL PUBLIC WORKS OPERATIONS	1,388.19	28,209.39	27,700.00	(509.39)
DRAINAGE					
2-37-250	DRAINAGE - REPAIRS & MAINTENANCE	0.00	11,733.76	500.00	(11,233.76)
2-37-750	REQUISITION - DRAINAGE	0.00	204.00	200.00	(4.00)
*	TOTAL DRAINAGE	0.00	11,937.76	700.00	(11,237.76)
WATER OPERATIONS					
2-41-110	SALARIES & WAGES	0.00	0.00	0.00	0.00
2-41-211	TRAVEL & SUBSISTENCE	81.90	422.55	1,900.00	1,477.45
2-41-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	1,275.42	800.00	(475.42)
2-41-217	TELEPHONE	91.85	900.90	1,200.00	299.10
2-41-230	PROFESSIONAL & CONSULTING SERVICE	0.00	0.00	200.00	200.00
2-41-240	CUSTOMER BILLING	59.00	854.73	600.00	(254.73)
2-41-250	REPAIRS & MAINTENANCE	275.00	8,673.00	14,400.00	5,727.00
2-41-270	WATER - CONTRACT	1,175.00	6,752.90	5,200.00	(1,552.90)
2-41-510	GOODS & SUPPLIES	402.24	4,471.34	2,000.00	(2,471.34)
2-41-540	UTILITIES	0.00	7,692.43	10,000.00	2,307.57



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	November 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
2-41-750	REQUISITION - SMRWSC	0.00	8,023.98	13,200.00	5,176.02
2-41-762	CAPITAL PURCHASES	0.00	0.00	27,100.00	27,100.00
2-41-790	WATER SYSTEM - AMORTIZATION	0.00	0.00	0.00	0.00
* TOTAL WATER OPERATIONS		2,084.99	39,067.25	76,600.00	37,532.75
SEWER OPERATIONS					
2-42-110	SALARIES & WAGES	0.00	22.93	0.00	(22.93)
2-42-211	TRAVEL & SUBSISTENCE	0.00	89.55	800.00	710.45
2-42-214	MEMBERSHIPS & PROFESSIONAL DEVEL	0.00	1,275.42	0.00	(1,275.42)
2-42-217	TELEPHONE	77.04	684.61	1,100.00	415.39
2-42-230	PROFESSIONAL & CONSULTING SERVICE	0.00	9,458.50	10,400.00	941.50
2-42-240	CUSTOMER BILLING	59.00	795.41	600.00	(195.41)
2-42-250	REPAIRS & MAINTENANCE	1,656.40	6,577.70	1,900.00	(4,677.70)
2-42-270	SEWER - CONTRACT	1,175.00	5,538.05	5,200.00	(338.05)
2-42-274	INSURANCE PREMIUMS	0.00	0.00	1,300.00	1,300.00
2-42-510	GOODS & SUPPLIES	0.00	666.16	1,000.00	333.84
2-42-540	UTILITIES	0.00	3,036.79	3,600.00	563.21
2-42-762	CAPITAL	0.00	0.00	29,400.00	29,400.00
2-42-790	WASTE & SEWER AMORTIZATION	0.00	0.00	0.00	0.00
2-42-830	LAGOON DEBENTURE PAYMENTS	0.00	3,840.00	8,330.00	4,490.00
2-42-831	LAGOON DEBENTURE INTEREST	0.00	1,110.00	1,670.00	560.00
* TOTAL SEWER OPERATIONS		2,967.44	33,095.12	65,300.00	32,204.88
WASTE MANAGEMENT					
2-43-270	GARBAGE - CONTRACT	1,574.40	13,823.91	16,700.00	2,876.09
2-43-260	RENTAL OF MACHINERY & EQUIPMENT	0.00	250.00	800.00	550.00
2-43-350	LANDFILL FEES	0.00	48.20	200.00	151.80
2-43-510	GOODS & SUPPLIES	0.00	0.00	0.00	0.00
2-44-350	RECYCLING CHARGES	885.60	8,626.96	13,500.00	4,873.04
* TOTAL WASTE MANAGEMENT		2,460.00	22,749.07	31,200.00	8,450.93
CAMROSE & DISTRICT SUPPORT SER					
2-51-750	REQUISITION - CDSS	0.00	2,389.75	2,600.00	210.25
2-51-770	GRANTS TO ORGANIZATIONS	0.00	5,000.00	20,000.00	15,000.00
2-51-840	CONDITIONAL GRANTS TO CDSS	0.00	0.00	9,559.00	9,559.00
* TOTAL CAMROSE & DISTRICT SUPPO		0.00	7,389.75	32,159.00	24,769.25
CEMETERY OPERATIONS					
2-56-250	CEMETERY REPAIRS & MAINTENANCE	0.00	306.42	300.00	(6.42)
2-56-510	GENERAL GOODS & SERVICES	0.00	107.50	0.00	(107.50)
* TOTAL CEMETERY OPERATIONS		0.00	413.92	300.00	(113.92)



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

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GL Number	Description	November 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
PLANNING & DEVELOPMENT					
2-61-237	MAPPING	0.00	0.00	200.00	200.00
2-66-120	COSTS - LAND SALES	0.00	700.00	2,100.00	1,400.00
2-61-750	REQUISITION - PLANNING	0.00	1,034.00	1,050.00	16.00
* TOTAL PLANNING & DEVELOPMENT		0.00	1,734.00	3,350.00	1,616.00
PARKS & RECREATION					
2-72-110	RECREATION & PARKS - SALARIES	1,025.86	23,923.22	43,500.00	19,576.78
2-72-115	CSJ & STEP WAGES	0.00	12,769.76	0.00	(12,769.76)
2-72-130	RECREATION & PARKS - PAYROLL DEDUC	0.00	2,054.83	0.00	(2,054.83)
2-72-131	EMPLOYEE BENEFITS	0.00	557.73	0.00	(557.73)
2-72-211	TRAVEL & SUBSISTENCE	0.00	63.00	100.00	37.00
2-72-220	ADVERTIZING & PRINTING	313.60	975.80	600.00	(375.80)
2-72-250	REPAIRS & MAINTENANCE	0.00	1,513.00	1,600.00	87.00
2-72-270	CONTRACTED SERVICES	0.00	1,258.08	500.00	(758.08)
2-72-510	GOODS & SUPPLIES	42.31	2,962.94	1,600.00	(1,362.94)
2-72-521	FUEL & LUBE	198.77	2,542.55	2,100.00	(442.55)
2-72-540	UTILITIES - REC BOARD, ETC	0.00	1,998.32	0.00	(1,998.32)
2-72-750	REQUISITIONS - RECREATION	0.00	(1,500.00)	0.00	1,500.00
2-72-762	CAPITAL PURCHASES	0.00	4,050.00	1,500.00	(2,550.00)
2-72-770	GRANTS TO ORGANIZATIONS	0.00	14,000.00	16,550.00	2,550.00
2-72-780	RECREATION TRAIL RESERVE	0.00	0.00	0.00	0.00
2-72-790	RECREATION - AMORTIZATION	0.00	0.00	0.00	0.00
4-72-761	RECREATION - TRAIL RESERVE	0.00	0.00	0.00	0.00
* TOTAL PARKS & RECREATION		(1,580.54)	(67,169.23)	(68,050.00)	(880.77)
CULTURE					
2-74-250	REPAIRS & MAINTENANCE - OLD HALL	0.00	64.00	400.00	336.00
2-74-510	GOODS & SUPPLIES	0.00	306.73	0.00	(306.73)
2-74-540	UTILITIES	0.00	2,315.97	3,400.00	1,084.03
2-74-584	SPECIAL EVENTS	298.44	298.44	1,100.00	801.56
2-74-750	REQUISITION - PARKLAND LIBRARY	0.00	2,606.78	2,600.00	(6.78)
2-74-761	CONTRIBUTED TO OTHER OPERATING FN	0.00	5,409.00	1,500.00	(3,909.00)
2-74-770	TRANSFER TO OTHER ORGANIZATIONS	0.00	0.00	0.00	0.00
2-74-775	BAWLF PUBLIC LIBRARY APPROPRIATION	0.00	3,000.00	3,000.00	0.00
2-74-831	DEBENTURE INTEREST	0.00	0.00	0.00	0.00
* TOTAL CULTURE		298.44	14,000.92	12,000.00	(2,000.92)
GENERAL					
2-97-990	GENERAL CONTINGENCY	0.00	2,506.09	2,500.00	(6.09)



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	November 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
* TOTAL GENERAL		0.00	2,506.09	2,500.00	(6.09)
** TOTAL EXPENSES		21,436.30	492,055.27	647,068.00	155,012.73
*** SURPLUS/DEFICIT		1,929.66	(154,020.72)	273,768.00	427,788.72

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: December 15, 2011
SUBJECT: Council Representatives on Boards

PURPOSE:

The purpose of this memo is to bring forth new information regarding the need for Council representation on the various boards.

BACKGROUND:

Detailed background information was included in a memorandum dated November 2, 2011 for the November 15th Council Meeting. Council members may want to bring that memo to the December 19th meeting for the continuation of the discussion.

NEW INFORMATION:

I contacted Patricia McNamee, Policy & Legislative Advisor with the Public Library Services Branch of Alberta Municipal Affairs and asked:

"Is the Municipal Council required to appoint a member of council to sit on the local Library Board? I know the council must appoint the members to library board (usually based on the recommendations from the library board) but does the council itself need to have a rep on the board?"

This was Patricia's reply:

"The council appoints all their library board members. Up to 2 may be councilor types. There are no representatives, they are board members who are also councilors. Council does not have to place any councilor types on the library board, although generally in the province there is normally at least one."

I do not have any other new information to provide regarding Council representation the other six boards as listed in the November 2, 2011 memorandum.

pers: X School mod -

✓ Bawlf rec - (1983 agmt.)

pers: X prov. place -

✓ Braed - daytime meetings. cont. membership

pers: X Library -

✓ Shirley McL -

X Sanden Ct.

In Nov:

*motioned { committees abolished
X Bawlf Sch. board
X CDS
X Child Centre
X Sanden*



MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: July 8, 2011 (*reprinted on Dec. 15/11 for the Dec. 19th, 2011 Council Agenda*)
SUBJECT: Sewer Main Lines – Macrae, Sanden and/or King Streets

PURPOSE:

The purpose of this memo is to summarize the data collected regarding the options to begin upgrading our aging sanitary sewer infrastructure and to have Council determine if the Village is ready to proceed on any of the options in 2011.

BACKGROUND:

Here is a summary the preliminary cost estimates gathered to date:

Description of Work	Macrae Street (3.5 blks)	Sanden Street (3 blks)	King Street (1 blk)
1. Relining Sewer Mains:			
Milling – to remove encrustation	\$6900	\$7400	\$1600
Repair separated manhole (1)	\$9500		
Required repairs to main line (known)	\$17,000 (3 spot repairs)	\$30,400 (2 larger spot repairs)	\$28,400 (2 larger spot repairs)
Reline sewer (includes 3 feet up lateral line)	\$139,900	\$80,000	\$39,900
SUB-TOTALS	\$173,300	\$117,800	\$69,900
2. Dig & Replace W&S and complete roadwork:			
Dig and Replace Sewer Main (Forestburg Transit)	\$160,600	\$109,200	\$46,300
Dig and Replace Water Main (Forestburg Transit)	\$139,900	\$95,200	\$40,400
Roadwork /Curb/Gutter – no paving (Forestburg Transit)	\$281,600	\$191,500	\$81,200
SUB-TOTALS	\$582,100	\$395,900	\$167,900
*Roadwork - incl paving (Focus estimates)	\$584,000	~\$500,600	~\$169,000

*Includes 10% contingency, 10% engineering and 3% geotechnical fees.

There has been a fair amount of detail gathered, presented and prepared for Council's review dating back to 2010. The information in this memorandum is provided as a rough reference to the estimated costs of the various components and options. The costs are not firm and final – more work will be required to prepare a more accurate budget after Council makes a decision on which option the Village would like to pursue.

Item #: 4.b)

At the June 13th Council Meeting, Council asked if I could research the option of going to tender for the dig and replace process utilizing the original design drawings prepared by Randy Block. There were the findings that I reported in an email to Council dated June 16th :

- We would be too late to dig and replace the water and sewer mains this summer. Because of the TILMA regulations, we must go through the tender process. It would take until the end of July to prepare the packages and the tender could be awarded by the end of August. Construction wouldn't begin until early Sept and that's too late due to the risks with weather.
- As we discussed last fall, the best time to tender out construction projects is early in the new year – the contractors are looking for work and their bids are usually lower. If you tender out later in the year when their work schedules are booked, the bids tend to be much higher.
- Randy Block's design drawings cannot be used as construction drawings because they were prepared using different materials, technology and processes than are used nowadays. The drawings would have to be redrawn following current regulations and the engineering company must stamp the drawings to verify that the design and specs meet the current standards. No one would be professionally responsible if we were found to have used old drawings and something was to go wrong during construction. (As we discussed, AB Environment regulations have changed in the last 40 years to protect the public.)
- If we only want to test the price of digging and replacing the water and sewer mains and are not sure we that we will want to proceed with construction, then it is recommended that we not go ahead with an actual tender process. Contractors will begin to doubt us if we go to tender and then not follow through with awarding the project. We could likely see much higher prices next time we go to tender or we may not receive any bids at all.
- Engineering costs to take the project through the tender process would be costly, estimated at approximately \$30,000 - \$35,000 (could be more). Then if we don't proceed, we've spent money unnecessarily. If we just want to test the price, tendering isn't the way to go.
- Allan's professional recommendation for a community of our size trying to rehabilitate the sewer lines would be to reline the sewer lines.

Engineering fees will vary, depending on which route the Village chooses. Attached are cost estimates that I received in an email from Focus Corporation on June 23, 2011.

The camera work completed by Ivis Inc. in 2010 = \$4800 for 730 metres (includes 1 hour stand-by time).

ALTERNATIVES:

1. That the Village Council pass a motion to proceed with milling out the encrustation and revideoing of the sanitary sewer lines along Macrae, Sanden and/or King Streets to determine the extent of the repairs that would be required before beginning the relining process.
2. That the Village Council pass a motion to go to tender for the replacement of the sanitary sewer lines and/or the water lines along Macrae, Sanden and/or King Streets, with the knowledge that additional funds will be required to rebuild the road immediately thereafter.
3. That the Village Council pass a motion to proceed with acquiring additional cost estimates to dig and replace the water and sewer lines without a formal tender process as outlined in Option 1 attached.
4. That the Village Council pass a motion to defer discussions to the 2012 budget deliberations.

RECOMMENDATION:

n/a at this time.

See the below for your information on the subject of tendering.

Option 1

No formal tendering. We can contact contractors that can provide prices. We will use the previous plans prepared by Randy Block to prepare the schedule of quantities and prepare a spreadsheet showing the comparative costs for re-construction of MaCrae, Sanden and King based on the costs received. Costs for replacement of the sanitary sewer, watermain, curb and gutter, sidewalk and road reconstruction will be provided.

We would undertake the work on an hourly basis. Expect the cost to be between \$8300 to \$10,400.

	Allan Yamashita	Junior Engineer	Admin Support	Amount plus 5% incidental	Total
	\$ 185.00	\$100.00	\$87.00		
Schedule of Quantities	4	16	2	\$ 188.55	\$2,702.55
Liaison Contractors	4	2	0	\$ 70.50	\$1,010.50
Receipt of costing information and reporting	4	4		\$ 85.50	\$1,225.50
Letter report	8	0		\$ 111.00	\$1,591.00
Meeting with Council	8	0	2	\$ 124.05	\$1,778.05
				Total	\$ 8,300.00 Min \$ 10,400.00 Max

Option 2

Formal public tendering process with detailed design and contract documents prepared on the basis that the project may proceed to construction. Includes for the following engineering work:

- Preliminary engineering survey for MaCrae, Sanden and King St. for surface and underground utilities.
- Meeting with administration during the preliminary, detailed design and post tendering.
- Detailed design. New plan profiles for each of MaCrae, Sanden and King St.
- Contract documents with schedule of quantities, schedule for each of MaCrae, Sanden and King Streets that includes for sanitary sewer replacement, watermain replacement, road reconstruction (includes curb, gutter and sidewalk).
- Tendering administration
- Attending Council meeting.
- No contract award or construction supervision is included.

Order of magnitude cost should all the construction proceed is in the order of \$3.0 M.

Our fee breakdown as follows below.

We would undertake the engineering for a maximum fee of \$92,500, work on an hourly basis with the cost not exceeding \$92,500.

	Allan Yamashita	Project Engineer	CAD	Field Survey	Admin Support	Amount plus 7.5% incidental	Total	
	\$185.00	\$128.00	\$119.00	\$175.00	\$87.00			
Preliminary Engineering	8	24		24	5	\$ 3,169	\$ 12,356	
Project Management	24	4				\$2,851	\$ 7,803	
Preliminary meeting	8					\$ 111	\$ 1,591	
Detailed Design	8	40	180		2	\$ 2,115	\$30,309	
Contract Documents	8	24			8	\$ 394	\$ 5,642	
Schedule of Quantities	8	24				\$ 341	\$ 4,893	
Tendering / Admin	16	8			2	\$ 312	\$ 4,470	
Post Tender Admin.	8	12			4	\$ 252	\$ 3,616	
Council meeting	8				2	\$ 124	\$ 1,778	
Post Council meeting follow up	8					\$ 111	\$ 1,591	
Total	104	136	180	24	23	\$ 9,780	\$ 74,049	
						Total	\$ 74,000	Min
							\$ 92,500	Max

Review the attached and give me a call. If Village Council is seeking a cost and is not prepared to proceed to construction, select Option 1 which has a cost of \$10,400 estimated maximum. If Council is prepared to proceed to construction then select Option 2. The contract documents will be prepared on the basis of proceeding with construction.

Allan

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: December 15, 2011
SUBJECT: Appointment of Disaster Services Director

PURPOSE:

The purpose of this memo is to request that the Village Council approve the appointment of Dr. Robert Wilson as the Village of Bawlf's Director of Disaster Services.

BACKGROUND:

In early Fall 2009, we added the duty of Director of Disaster Services to the Public Works Director's job description. With the resignation of Tiffany Paul, the Village now needs to appoint a new Director.

Dr. Robert Wilson, Fire Chief, has expressed interest and has experience in the disaster services area. He is willing to serve as the Village's Director of Disaster Services.

ALTERNATIVES:

1. That the Village Council approve the appointment of Dr. Robert Wilson as the Village of Bawlf's Director of Disaster Services.
2. That the Village Council not approve the appointment of Dr. Robert Wilson as the Director of Disaster Services and continue the search for someone to fill the position.

RECOMMENDATION:

It is recommended that the Village Council approve the appointment of Dr. Robert Wilson as the Village of Bawlf's Director of Disaster Services.

MASTER RATES BYLAW

No. 579/12

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 576/11 is hereby repealed.
5. That this bylaw comes into force and effect on the day of final passing thereof.

Read a first time this 15th day of December, 2011.

Read a second time this ____ day of _____, 2012.

Read a third time and finally passed this ____ day of _____, 2012.

Mayor

Village Manager

MASTER RATES BYLAW #579/12

SCHEDULE "A"

RATES, FEES AND CHARGES

SECTION 20 - PROTECTIVE SERVICES

BYLAW SERVICES / ANIMAL CONTROL

Dog Tags:

January 1-31:	\$30 (spayed or neutered)
	\$50 (non-spayed or non-neutered)
February 1 – December 31:	\$40 (spayed or neutered)
	\$60 (non-spayed or non-neutered)

All other bylaw fees 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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MASTER RATES BYLAW #579/12
SCHEDULE "A" (CONTINUED)
RATES, FEES AND CHARGES

SECTION 50 - COMMUNITY SERVICES

CEMETERY

Plot	\$100.00
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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.

10/10/2010
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10/10/2010

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November 07, 2011

VILLAGE OF BAWLF
BOX 40
BAWLF, AB T0B 0J0

Re: 2012 Support Agreement

Attention: Lynn Horbasenko

You will find 2 copies of your 2012 Support Agreement please sign and return one copy to MuniWare. There will be no increase to the Support Payment for the 2012.

MuniWare Momentum will be Release for install March 2012. We currently have three clients booked for installation after the release date. Currently we have a client from each province doing some beta testing for us to ensure the overall client satisfaction. We have moved our Release date again in order to accommodate all the added features and enhancements. If at any time you wish to have a preview of the software we would be more than happy to give you a demo. Contact the office at any time to arrange one.

If you have any questions or concerns regarding your Support Agreement or anything else, please contact the office.

Yours truly,

Brandi Whiting

Brandi Whiting
CEO/Director of Operations

Hem 5.d)

MUNICIPAL INFORMATION SYSTEMS INC.

2012 Municipal Software Support Agreement

THIS AGREEMENT MADE THIS _____ DAY OF _____
AT THE _____, IN THE PROVINCE OF ALBERTA.

BETWEEN:

**Municipal Information Systems Inc.
(Hereinafter referred to as "MuniWare")**

-and the-

**VILLAGE OF BAWLF
OF THE SECOND PART**

WHEREAS, MUNIWARE will supply the following support in conjunction with MuniWare software;

1. Phone support between the hours of 7:30 A.M. and 5:30 P.M. Mountain Standard Time Monday through Friday except Statutory Holidays while this support agreement is in force.
2. Minor releases to MuniWare Software include the provision of error corrections and/or updates from time to time at no additional charge while this support agreement is in force. Minor releases or updates are reflected by a change in the second digit of the rev number (right of the decimal), in most cases.
3. Modem/Internet Support for MuniWare Software while this support agreement is in force.
4. Maintenance and Support will be provided only with respect to versions of the Software that are being supported by MuniWare.
5. Custom enhancement will be considered and evaluated with the development of additional upgrades and/or additions to the software for your specific use and will respond to your requests for additional services pertaining to the software (e.g. Data conversion, additional functionality, additional reports, and report-formatting assistance). MuniWare will not undertake additional custom enhancements without first providing you with a cost estimate of the work and receiving a signed work order for the upgrade. In addition MuniWare retains exclusive ownership of all customizations and reserves the right to include customizations in future releases of the software.
6. **ON-SITE ASSISTANCE:** At MuniWare's discretion, MuniWare can decide to provide Maintenance and Support at the Customer Site. In such event Customer will reimburse MuniWare for all related traveling expenses and costs for board and lodging.

Item 5 d)

This Software Support Agreement only includes software that was manufactured exclusively by MUNIWARE and includes our Municipal Information Systems Inc. (MuniWare) product picture. Items not covered under this support agreement include, but is not limited to the following:

1. Accounting procedures including reconciliation and account balancing.
2. Database manipulations including the retrieval of lost or deleted database items.
3. Correcting errors resulting from improper use of the software.
4. Training of new employees or re-training of existing employees.
5. Any work that requires MUNIWARE personnel to be on the client site.
6. Data file conversions.
7. If Patches are not downloaded and installed in correct sequence and date an error may occur due to missing information from a previous patch.
8. MuniWare is not responsible for the installation of our software on computers that do not meet our requirements.
9. Loss of installation CD can be replaced at a cost of \$25.00 plus GST.
10. Improper installation by Municipality or use of the Software that deviates from any operating procedures established by MuniWare in the applicable Documentation.
11. Modification, alteration, addition or attempted modification, alteration or addition of the Software undertaken by persons other than MuniWare or MuniWare's authorized representatives.

If any of the above work is necessary, a separate billing will be issued detailing work performed and billed in ¼ hour segments at the following rates:

Labour (in-house)	\$ 85.00 per hour plus GST
Labour (on-site)	\$ 120.00 per hour plus GST
Travel Time	\$ 50.00 per hour plus GST
Mileage	\$ 0.50 per km plus GST
On / Off Site Training	\$ 750.00 per day plus GST
Subsistence	At Cost

RESPONSIBILITIES OF THE VILLAGE OF BAWLF. MuniWare's provision of Maintenance and Support to the VILLAGE OF BAWLF is subject to the following:

1. The VILLAGE OF BAWLF shall provide MuniWare with access to Customer's Personnel and Equipment during normal business hours. This access must include the ability to dial-in to the Equipment on which the Software is operating and to obtain the level of access necessary to support the Software.
2. The VILLAGE OF BAWLF agrees to make available on the Server a Modem that can be used in conjunction with Bomgar if you are not on high speed internet.

3. The VILLAGE OF BAWLF shall provide supervision, control and management of the Use of the Software. In addition, the VILLAGE OF BAWLF shall implement procedures for the protection of information and the implementation of backup facilities in the event of errors or malfunction of the Software.
4. The VILLAGE OF BAWLF shall document and promptly report all errors or malfunctions of the Software to MuniWare. MuniWare shall take all steps necessary to carry out procedures for the rectification of errors or malfunctions within a reasonable time after such procedures have been received from the VILLAGE OF BAWLF.
5. The VILLAGE OF BAWLF shall maintain a current backup copy of all programs and data.
6. The VILLAGE OF BAWLF agrees not to use or transfer the prior versions of the software but to destroy or archive in the proper manner.
7. The VILLAGE OF BAWLF shall properly train its personnel in the Use and application of the Software and the Equipment on which it is used.
8. The VILLAGE OF BAWLF must return a signed Municipal Software Support Agreement prior to agreement commencement date in order to receive continued support.

The VILLAGE OF BAWLF agrees to pay a support/maintenance fee of \$254.54 per month for the 2012 calendar year which entitles Customer to all Updates and Minor Updates of the Software which have been released during the same period. The Maintenance Fee is due and payable in full in advance within thirty (30) days after the date of delivery of the Software. Any amounts outstanding after thirty (30) days will be subject to interest of 1% per month, which will be immediately due and payable. Any additional Software purchased subsequent to the signing of this Agreement will be prorated and billed separately. Payments will be due and payable on receipt of MUNIWARE invoice for said support. It is also acknowledged that additional support must be purchased for all MUNIWARE Software owned and in use.

The VILLAGE OF BAWLF may terminate this Agreement by giving 3 months written notice of such termination. Notwithstanding the above termination, this agreement must be renewed each year.

This Agreement will commence on the first day of January 2012.

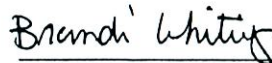
Each party acknowledges that they have read this Agreement they understand the Agreement and agree to be bound by its terms.

VILLAGE OF BAWLF

Chief Elective Officer

Chief Administrative Officer

Municipal Information Systems Inc.



Brandi Whiting
CEO, Director of Operations

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: December 15, 2011
SUBJECT: Printer/Copier/Scanner/Fax Machine

PURPOSE:

The purpose of this memo is to request that the Village Council approve the replacement of the non-functioning all-in-one office machine with a leased option as described below.

BACKGROUND:

In March, 2008 the Village purchased a Brother MFC-9840CDW from Staples for \$850.00. A maintenance/repair contract was not included and the Village was responsible for all costs of repairs and replacement parts. In the 3.75 years, the Village has paid \$1831.00 for replacing the belt unit (4 times), drum unit (4 times) and fuser unit (1 time). There were no repairs required in the first year – therefore, the repairs cost us an average of \$665/year for 2.75 years. The total cost of toner for this period was \$6966 (an average of \$1858/year). Total average annual cost for repairs and toner was \$2523/year for the 2.75 years when repairs became a necessity.

Recently, the paper feeding mechanism has malfunctioned making the machine inoperable. Brother was not able to diagnose the cause over the phone and indicated that the machine would need to be taken to the one service centre in Edmonton. Neither Brother nor the service centre was able to provide any estimate of costs to repair.

We are at a crossroads – do we continue to repair this machine, do we purchase a new one or do we enter into a lease agreement on another machine? Leasing costs for a basic machine would be \$98/month (based on a 5.5 year lease) and a maintenance agreement would cost \$130/month. This equals \$2736/year. Included in the maintenance agreement would be the cost of toner, repairs, parts and labour.

The value of the additional \$213/year would come in the way of receiving service almost immediately and not having to make arrangements and cover the cost of transporting the machine to a service centre. The regular maintenance contract should prevent the regular requirement of repairs.

ALTERNATIVES:

1. That the Village Council approve the Village entering into a 5.5 year lease contract at a rate of \$98/month and a maintenance contract of \$130/month for the lease of a Kyocera FS-2126MFP printer/copies/scanner/fax machine.
2. That the Village Council approve one of the other options mentioned in the body of the memo.

RECOMMENDATION:

It is recommended that the Village Council approve the Village entering into a 5.5 year lease contract at a rate of \$98/month and a maintenance contract of \$130/month for the lease of a Kyocera FS-2126MFP printer/copies/scanner/fax machine.

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: December 15, 2011
SUBJECT: Cat Bylaw

PURPOSE:

The purpose of this memo is to bring a sample cat bylaw to Council for review and discussion in light of the recent complaint that council members received via email.

BACKGROUND:

Attached is the Town of Strathmore's Cat Bylaw for Council's review.

Two foreseeable hurdles that the Village would need to overcome are enforcement and trapping. Alberta Animal Services confirmed that they would enforce a cat bylaw if we had one. However, enforcement would only occur during the one hour per week as per the current contract. Trapping during that one hour may not produce the results we may be looking for.

The Village could increase the number of patrols during the spring and summer months, if it so wished. Current patrol costs are \$130.00 per hour.

Staff at Alberta Animal Services believe that a community education program is a critical piece and they would assist us in implementing that as well.

RECOMMENDATION:

It is recommended tThat the Village Council discuss the issue at hand and whether or not a cat bylaw would solve the problem.

Alliana

check other municipalities in Camrose area.

**BY-LAW NO. 95-18
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

**BEING A BY-LAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF
ALBERTA TO RESTRAIN AND REGULATE THE RUNNING AT LARGE OF
CATS.**

WHEREAS the Town of Strathmore has deemed it advisable to pass a Bylaw dealing with problem cats;

AND WHEREAS Section 7 of the Municipal Government Act, R.S.A. 1994, Chapter M-26.1, as amended, allows Council to pass Bylaws respecting wild and domestic animals and activities in relation to them;

NOW THEREFORE, the Council of the Town of Strathmore enacts as follows:

TITLE

101. This Bylaw may be cited as the "Cat Control Bylaw".

DEFINITIONS

201. In this Bylaw:

- a) "Animal Control Officer" means a Bylaw Enforcement Officer, or other person appointed by Council to assist a Bylaw Enforcement Officer to carry out the provisions of this Bylaw.
- b) "Bylaw Enforcement Officer" means a person appointed as such by resolution of Council, or Special Constable appointed by Alberta Justice.
- c) "Cat" shall mean either the male or female of the feline family.
- d) "Council" means the Council of the Town of Strathmore.
- e) "Owner" means a natural person or body corporate who has legal title to the cat, and included any person who has possession or custody of the cat.
- f) "Running at Large" means a cat which is not under the control of a person and which is upon public or privately owned property other than property in respect of which the owner has a right of occupation.
- g) "Town" means the Municipal Corporation of the Town of Strathmore.

LICENSING

Item 5.f)

301. Every person who owns any cat more than three (3) months old, shall pay to the Town a yearly fee as per Schedule "A". The fees shall become due and payable on the first day of January in each year and shall be for the period of January 1st to December 31st in each year.
302. The license tag issued upon payment of the set fee shall be attached to the collar worn by such animal at all times. OR the owner will be responsible for having the animal appropriately tattooed and identification provided to the Town. The tattoo option will require a one time license fee to be paid. (As per schedule "A")

RUNNING AT LARGE

401. The owner of a cat shall ensure that the cat is not running at large.
402. Where a cat is running at large, the owner or occupant of that property on which the cat is running at large may make a complaint to the Bylaw Enforcement Officer.

IMPOUNDMENT

501. A Bylaw Enforcement Officer may capture and impound any cat running at large with respect to which a complaint under this Bylaw has been made.

OBSTRUCTION

601. No person, whether or not he is the owner of a cat which is being or has been pursued or captured shall interfere with or attempt to obstruct a Bylaw Enforcement Officer who is attempting to capture or who has captured a cat which is subject to impoundment pursuant to the provisions of this Bylaw.
602. If the Bylaw Enforcement Officer knows the name and current address of the owner of any impounded cat, he shall serve the owner with a copy of the Notice in Schedule "B" of this Bylaw, either personally or by leaving or mailing it to the current address of the owner.
603. An owner of a cat to whom a Notice is mailed pursuant to the provisions of Section 602 is deemed to have received a Notice within forty-eight (48) hours of the time it is mailed.

RECLAIMING

701. The owner of any impounded cat may reclaim the cat by paying to the Town the costs of impoundment as set out in Schedule "C" of this Bylaw.

SALE OR DESTRUCTION

801. The Bylaw Enforcement Officer may sell or euthanize an impounded cat once the following conditions have been met:

- a) the cat has been retained for:
 - (i) five (5) days, excluding statutory holidays, after the owner has received notice or is deemed by Section 603 to have received notice that the cat has been impounded, or
 - (ii) four (4) days, excluding statutory holidays, if the name and current address of the owner is not known.

802. Notwithstanding Section 801, the Bylaw Enforcement Officer may:

- a) retain a cat for a longer period; or
- b) euthanize a cat after a shorter period; if in his opinion the circumstances warrant.

803. The purchaser of a cat pursuant to the provisions of this Bylaw shall obtain full right and title to the cat and the right and title of the former owner of the cat shall cease there upon.

804. The purchaser of a cat must pay for the care and sustenance of the cat and purchase a license for the cat. The requirement to purchase a license only applies if the purchaser and cat reside in the Town.

PENALTIES

901. Where a Bylaw Enforcement Officer believes that a person has contravened any provision of this Bylaw, he may commence proceedings by issuing summons by means of a violation ticket in accordance with Part 2 of the Provincial Offences Procedure Act S.A. 1988, Chapter P-21.5 and amendments.

902. The specified penalty payable in respect of a contravention if a provision of this Bylaw is the amount shown in Schedule "D" of this Bylaw in respect of that provision.

903. Notwithstanding Section 902:

- a) where any person contravenes the same provisions of this Bylaw twice within one twelve month period, the specified penalty payable in respect of the second contravention is double the amount shown in Schedule "D" of this Bylaw in respect of that provision, and

Bylaw #95-18
Town of Strathmore
Page 5

Schedule "A" of Bylaw #95-18

Fees for licenses:

A.101. Neutered male or spayed female cat	\$ 5.00
A.102. Male cat that has not been neutered or female cat that has not been spayed	\$10.00
A.103. Replacement tag	\$ 1.00
A.104. One time license fee for a tattooed cat	\$10.00

TOWN OF STRATHMORE

Schedule "B" of Bylaw #95-18

You are hereby notified that a cat bearing identification showing your name and address, was impounded on _____, A.D. 19__ pursuant to the provisions of Bylaw #95-18 of the Town of Strathmore, and that unless the said animal is claimed and all impoundment charges are paid, on or before _____, A.D. 19__, the said cat will be sold or euthanized pursuant to the said Bylaw.

Bylaw Enforcement Officer

TOWN OF STRATHMORE

Schedule "C" of Bylaw 95-18

Amount to be paid to Town by owner of cat in order to reclaim or euthanize a cat.

C. 101. Impoundment Fees	\$25.00
C. 102. Care and Sustenance(per day or portion thereof)	\$ 5.00
C. 103. Veterinary Fees (euthanization)	Amount expended.

TOWN OF STRATHMORE

Schedule "D" of Bylaw 95-18

<u>Offence Under</u>	<u>Offence</u>	<u>Amount</u>
Section 402	Running at Large	\$ 25.00
Section 601	Obstruction	\$100.00

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: December 15, 2011
SUBJECT: Landscaping at Lot 25, Block 9, Plan 782-3408

PURPOSE:

The purpose of this memo is to provide all past correspondence between the Village and the owner of Lot 25, Block 9, Plan 782-3408 regarding the landscaping following the repair of the cc. valve at that property.

BACKGROUND:

The attached emails and letters date back to August 2011 and are provided as background information.

After receiving Mr. Ratz's October 11, 2011 letter, I made arrangements to meet with him. We met on October 26th. Because Council had already made a decision on August 17th, I suggested that he approach Council again in person to explain why he feels he should be reimbursed for the landscaping.

RECOMMENDATION:

It is recommended that the Village Council review the background documentation and determine if it wishes to make any changes to the August 17th decision.

Peter & Michelle Ratz
309 Sanden Street
Bawlf, AB
T0B 0J0

ptrrt3@gmail.com

① August 13, 2011

To the Village of Bawlf

Re: Repair of the outside water storm valve, compression fitting and line

Kerry Piro of Wrangler Heating attempted to close the water main valve on August 8, 2011 and was not able to. On August 9th I went to the Village office to request a repair of the ~~water main~~. We have low water pressure in our home and are looking for the cause.

August 9, 2011 the work started and was completed by Ben. A 11' x 9' x 11' hole was dug out to repair the ~~storm valve~~ and repair the plastic water line going to the house which was leaking at the compression fitting.

I loaned my ladder to the town maintenance supervisor, Tiffany for the project. This ladder became damaged when it was used by Ben. it has two broken rungs. Is the Village of Bawlf willing to repair or replace it?

Service line
was installed
in 1982

The hole which was excavated has to be compacted now. We have a contractor starting the landscaping process and he has quoted a cost of around \$1,000. Also fill gravel has to be put under the sidewalk to support it again since the original fill gravel was removed by the back hoe.

I am requesting that the Village of Bawlf either compact the trench or covers the cost for All Season Landscaping to do it in order to return the yard to its original state before the repair of the line

I feel it is the Village's responsibility to restore my yard to the way it was including the cost incurred. If you have any queries about this please contact us at home or leave a message on our answering machine. Ph. 780-373-2454. I Hope you understand and we can solve this small issue.

Sincerely,

Peter & Michelle Ratz

Call Peter - ^{tell} don't landscape - if Village dig, we
do rough grade
Follow up
w/ ladder

Item: 5.9)

Myrna Schapansky

From: Lynn Horbasenko [LHorbasenko@bawlf.com]
Sent: December-13-11 10:44 AM
To: 'Myrna Schapansky'
Subject: FW: August 17 Council Meeting Discussion

Myrna, can you please print this? Thx. ✓

From: Lynn Horbasenko [mailto:LHorbasenko@bawlf.com]
Sent: August-18-11 2:42 PM
To: 'Peter Ratz'
Cc: 'Michelle Ratz'; 'michelle ratz'; 'lukus'
Subject: RE: August 17 Council Meeting Discussion

Thanks for your reply, Peter. I've asked Tiffany to find and purchase a replacement ladder for you once she sees your old one.

Lynn

From: Peter Ratz [mailto:ptrrtz@gmail.com]
Sent: August-18-11 2:03 PM
To: Lynn Horbasenko
Cc: Michelle Ratz; michelle ratz; lukus
Subject: Re: August 17 Council Meeting Discussion

Hi Lynn The ladder is a 16' extension ladder which was wood. I don't know the cost off hand but what ever is the less inexpensive will work for me. You can have the broken ladder which can be repaired and used again. I will ask Lukus to leave it out front and you can pick it up at your liesure. I did talk to the landscaper and he assured me that the ground will not settle after the compaction so I told him to go ahead. This year with the weather being the way it is it was hard to find a landscaper such as Shane so we decided to get this completed. If we do have settling then he has agreed to redo the front yard at his expense. I will forward this my wife Michelle and she can assist you if required. Thanks and regards Peter Ratz

On Thu, Aug 18, 2011 at 3:30 PM, Lynn Horbasenko <LHorbasenko@bawlf.com> wrote:

Hi Peter,

I understand you will be out-of-town for approximately one month. Your son suggested that I email you.

Council discussed your letter last evening and asked me to relay the following to you:

1. Regarding your damaged ladder, the Village will replace it. Contractors usually use their own equipment but if this did not happen in this case, the Village will replace it. Please provide me with the details of the ladder (length, aluminum?, etc.)

2. When the Village completes work near cc. valves, water and/or sewer lines within and near the Village right-of-way, the standard procedure is to return the ground level to the same rough grade (ie. fill in the hole and level the soil as much as possible). The finishing grade and landscaping is left up to the homeowner.

3. The Council passed a motion to supply any additional materials needed to restore the rough grade of the site. I drove past your house this morning and noticed that the work is nearly complete but if you require additional fill and/or gravel for beneath your sidewalk, please let us know.

4. The Council members strongly encourage you to wait with the final landscaping until next year as the ground around a dig usually settles a fair amount. Again, this is a standard procedure that is followed when the Village completes work on and near the Village property within boulevards.

Peter, if you have any questions or require clarification, please contact me by phone or email.
Thank you.

cc. Tiffany Paul, Public Works Director (*hard copy*)

Lynn Horbasenko

Village Manager

Bawlf, AB

780-373-3797

5

a.

To The Village of Bawlf.

Sept.20/2011.

Regarding the Ratz residence:

I am submitting the cost to fill and compact the excavation. It is highlighted and the cost is \$1495.00 The rest is our fees for landscaping. Another issue is our storm pump which is pumping out the ground water from our sump. This is creating a wet spot in the back alley and our neighbor has taken it into his own hands to alter our yard and drainage system. He is concerned about the water pooling on his property in the back alley. To alleviate this problem it would be good to clean out the ditches in the back alley and to have the drainage system working to move the water from the back alleys to the storm sewers. My house is not the only problem it is every new house in Bawlf. I would suggest putting in a 8" galvanized culvert pipe from our drain point and put it under the back alley so it drains into the drainage ditch. Right now it is draining onto the back alley and to our neighbors yard on the opposite side of us. It is of course the village responsibility to work on this problem. Also I did talk to Tiffany regarding the replacement ladder. She said 20' is the smallest and Peavey Mart has them. It is the normal size now. You can have the damaged wooden ladder which can be used for the village service. It is easily repairable and a good strong ladder. Also a thought it would be a suggestion as to have the residents help with the paving costs of the street. In Camrose we had to pay a fee to have our street re-paved. Since all the people in the block agreed to it it was not to expensive. Our portion was around \$1000.00 to \$1200.00. It would increase property value and to also have less dust. This is our goal is to have the lots in Bawlf occupied instead of empty. Higher tax base will benefit all and not so much burden on existing tax payers. These are some of my views .Regards Peter Ratz.

5.g)

b.

[illegible]

5. g)

Myrna Schapansky

From: Lynn Horbasenko [LHorbasenko@bawlf.com]
Sent: December-13-11 10:45 AM
To: 'Myrna Schapansky'
Subject: FW: Pter Ratz

Myrna, can you please print? Thx.

⑦ **From:** Jocelyn Sparks [mailto:jsparks@bawlf.com]
Sent: September-22-11 9:14 AM
To: 'Lynn Horbasenko'; 'Lynn Horbasenko'
Subject: RE: Pter Ratz

Hi Lynn, Peter just called. He won't be around next week, but Michelle will.

Jocelyn Sparks
Village of Bawlf

⑥ **From:** Lynn Horbasenko [mailto:LHorbasenko@bawlf.com]
Sent: Wednesday, September 21, 2011 9:51 PM
To: Myrna Schapansky ; 'Jocelyn Sparks'
Subject: Pter Ratz

I left a message for Peter Ratz at about 5:00 today and he hasn't called back. If he calls, please let him know that I will call him back next week. Thanks!

Lynn

8

October 11, 2011

Peter & Michelle Ratz
Box 73
Bawlf, Alberta
T0B 0J0

Dear Peter & Michelle,

Thank you for the letter you submitted by email dated September 20, 2011. I tried to contact you on September 21st and left another message on your home answering machine on September 28th. Michelle, you and I spoke during the week of October 3rd about the majority of the contents of this letter and I indicated I would follow up by sending you the details in writing.

Your first letter to the Village of Bawlf on August 13, 2011 requesting replacement of your damaged ladder and that the Village either compact the trench or cover the cost for a landscaping company to complete that work was discussed by the Village Council at their August 17, 2011 Council Meeting. I called your home on August 18th to report Council's decision. Peter, your son explained that you wouldn't be home for approximately one month and that email would be the best method to contact you.

I emailed you on August 18, 2011 with the following information from the Council Meeting:

1. The Village will replace your ladder which was damaged during the excavation to repair the cc valve.
2. When the Village is required to excavate within and near the Village right-of-way adjacent to a residential property, the standard procedure is to return the disturbed ground to the same rough grade. Restoring the landscaping and finished grade is the responsibility of the homeowner.
3. The Village Council was willing to supply additional materials, as required, to restore the rough grade. However, I noticed on the morning of August 18th, that your landscaping was nearly complete. I mentioned that if you required additional fill and/or gravel to please let me know. We would have taken required amounts from our existing stock piles should you have needed more.
4. The Council strongly encouraged you to complete your final landscaping the following year to allow the ground to settle. This is the usual process that the Village recommends after instances when a water or sewer line is required to be excavated.

You replied by email on August 18th stating that you decided to go ahead with the final landscaping this summer.

On September 20th, you emailed a letter and attached a copy of an invoice for the fill and compaction of the excavation. As I noted in Point 2 above, the Village covers the cost of materials used to return the excavation to its rough grade only. Compacting, equipment rentals and contracted labour are not costs that would be reimbursable by the Village. It is also beyond the ability of the Village to reimburse you for the fill as you chose to have the work done before hearing back from the Village after the August 17th Council Meeting.

If you require further information, please don't hesitate to contact me. Thank you.

Sincerely,

Lynn Horbasenko
Village Manager

5.5)

Myrna Schapansky

From: Lynn Horbasenko [LHorbasenko@bawlf.com]
Sent: December-15-11 3:35 PM
To: 'Myrna Schapansky'
Subject: FW: December meeting

Myrna, can you please print? Thx.

L

(12) **From:** Lynn Horbasenko [mailto:LHorbasenko@bawlf.com]
Sent: December-13-11 10:42 AM
To: 'Peter Ratz'
Subject: RE: December meeting

Hi Peter,

I will add this item to the December 19th Council Agenda and attach this trail of emails along with all other related correspondence dating back to August.

Lynn

(11) **From:** Peter Ratz [mailto:ptrrtz@gmail.com]
Sent: December-13-11 12:21 AM
To: Lynn Horbasenko
Subject: Re: December meeting

Lynn as you can see this is why I had chosen to do the compacting myself. The village is not the quickest in a response. But it still is the fault of the village and not mine. If Rod Blatz would have checked the cc valve when we told him about the low water pressure problem it wouldnt have come to this. So as I see it the village does owe me the money I spent to fill and compact the hole. I really find it unnecessary to do explain my case and the council should see my point. I will not write another letter because I did explain in detail what happened. But this does show me what we have elected and where we stand as residents of Bawlf. I don't see much growth happening in Bawlf due to the fact that a simple issue can not be looked after. I will persue other options if required. Regards Peter Ratz.

(10) On Mon, Dec 12, 2011 at 4:35 PM, Lynn Horbasenko <LHorbasenko@bawlf.com> wrote:

Hi Peter,

Regarding the ladder - I apologize - Tiffany was to purchase a replacement ladder. She has since resigned and we are looking for a new Public Works Director. I will ensure we take care of that as soon as someone is hired.

Regarding the landscaping - as I explained when we met in October, because Council has already made their decision regarding the issue, I feel your best opportunity for changing their minds is to attend a council meeting and have a discussion regarding the reasons why you are asking

them to reconsider. I understand that it's a busy time of year - perhaps you could attend the January Council Meeting (likely on January 18)?

Or if you would rather try write another letter to Council, I could add it to the December agenda. We are compiling the agenda package this week and would need your letter by Thursday at noon (Dec 15).

Let me know what you plan to do.

Lynn

From: Peter Ratz [mailto:ptrrtz@gmail.com]

Sent: December-11-11 11:20 PM

To: Lynn Horbasenko

Subject: December meeting

Hi Lynn I will not be able to attend the village meetings due to still being at work. I have xmas meetings in Calgary so I would'nt be able to make it home till the 21st or 22nd. I just think it should'nt be necessary for me to explain why I should recieve the money for the compacting of the front lawn. I did explain as to why it was necessary and we all know the cc was not working properly. I just wish that this would have been done when we requested this when we took possession of our home in Novemeber of 2009. But I think you can see why I did do my landscaping because the village is in no hurry to replace my broken ladder and obviously will stall in paying me the \$1500.00 I should be getting back. So I hope to see a ladder in my driveway, a new one and a cheque in my mail box for 1500.00. This is a busy season and we all have important things to do around xmas time. So lets get this small matter cleared up. Thanks for understanding. Regards Peter Ratz



5404 - 56 Avenue
Lacombe, AB T4L 1G1

Ph. (403) 782-3850
Fax. (403) 782-4650

Parkland Regional Library

Cooperation ■ Innovation ■ Service

Memo

To: Municipal Councils

From: Ron Sheppard

Date: November 15, 2011

RE: Satisfaction Survey

Parkland Regional Library is always anxious to assist local libraries in providing your municipal population with the best possible library service. To assist us in that endeavour, please take a few minutes to fill out this client satisfaction survey. These surveys are mandated by Alberta Municipal Affairs and Parkland staff take your responses very seriously. Please send the completed survey by fax or mail to:

Parkland Regional Library
5404 - 56 Avenue
Lacombe, AB T4L 1G1
Fax: 1-800-555-5246 or (403) 782-4650

Please return one completed copy representing your municipality to Parkland Regional Library by December 17th.

Thank you very much for your assistance in this matter.

Hem 5 h)



Municipal Council Satisfaction with Library System Survey – 2011

*Parkland Regional Library appreciates your feedback and comments about our services.
Please circle the response which best describes your reactions to Parkland's service.*

1 = Strongly Dissatisfied 2 = Mildly Dissatisfied 3 = Satisfied 4 = Very Satisfied

1. Is your council satisfied with present services offered by Parkland Regional Library?

1 2 3 (4)

2. Is your council satisfied with the level of communication between Parkland Regional Library and your municipality?

1 2 3 (4)

3. Is your council satisfied with Parkland Regional Library's Strategic Plan for 2010 - 2012?

1 2 (3) 4

4. Is your council satisfied with Parkland's level of requisition?

1 2 (3) 4

5. Would you like copies of PRL Board minutes?

Yes _____ No ☒ _____

6. Do you feel that you understand both the role of regional library systems and what services they offer?

Yes ☒ _____ No _____ Uncertain _____

7. Would your council like a visit from PRL's Director?

Yes

☒ No

If yes, what topics would you like discussed?

Additional Comments:

Please feel free to note areas of special satisfaction or to share criticisms, concern, that you wish Parkland staff to be aware of. Also note that you can contact Parkland's Director at any time.

Name of Municipality: _____

Thank you for your help in completing this survey! Your feedback is VERY important.

Fuel - log book.
Review UFA bills.

Generator } missing
Big Cord } from
Grinder } Shop.
Inventory has been
completed

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: December 15, 2011
SUBJECT: Lift Station Pump Problems

PURPOSE:

The purpose of this memo is to notify Council that the Village has experienced problems at the lift station once again.

BACKGROUND:

The lift station alarm began calling out at 11:00 p.m. on Tuesday, December 13, 2011. The Mayor reset the alarm at 5:30 a.m. on December 14th and noted that Pump #2 was not functioning. The alarm began calling again and I reset the alarm again at 10:15 a.m.. Justin Jacobsen was contracted to assist and found that a valve was not opening or closing properly. When he took things apart, he did not find anything blocking the line or obstructing the valve. He adjusted the spring tension on the bleeder line and recommends that new springs be ordered.

The problems at the lift station seem to be escalating and it is not likely that the situation will get any better if we wait to start rehabilitating it. It is recommended that Council discuss and seriously consider making the decision to begin rehabilitating the critical components of the lift station. The Village could use capital grants to complete the rehabilitation work required.

Included in our Capital Budget discussions was a cost estimate of \$45,000 for a new electrical system (ie. pump controllers, ultrasonic levels sensors, level switches, alarm dialing, SCADA ready system, all engineering costs and installation). We have been on the list for an Alberta Municipal Water/Wastewater Partnership Grant for awhile now and have been told that lift station are not a priority. It is not known if or when funding may be available for lift station rehabilitation. I wonder if a phone call from our Mayor to the Minister of Alberta Transportation would have any impact. Sometimes political pressure could be successful.

RECOMMENDATION:

It is recommended that the Village Council seriously consider starting the process of rehabilitating the various components of the lift station.

Myrna Schapansky

From: Cheri Spence [cspence@auma.ab.ca]
Sent: October-26-11 10:24 AM
To: vilbawlf@syban.net
Subject: FW: Change Request - Village of Bawlf
Attachments: BAWLF 24175.pdf; BAWLF Declared Value Endorsement-Building Valuation.pdf

Good Morning Myrna

Attached please find the completed change request. As per our discussion #17 Skating Rink has not been changed at this time.

Should you believe that you would like to do a "Declared Value" on this item, we will need the following:

- Signed Declared Value Endorsement (I have attached one for you) – what it basically states, is that, in the event of any insurable loss, the Village would only receive up to the maximum limit that was decided on by council. How that works out is if the village decided to only insure the rink for \$100,000, and there was a total loss, the Village would only get up to a maximum of \$100,000 towards the cost of replacing it. If you chose not to replace or rebuild the building for its current use or occupancy, the limit may be lower as the value will be assessed based on an amount equivalent to the actual out of pocket expenses or the limit that is shown on the Declared Value Endorsement, whichever is lower.*
- Minutes from Council meetings agreeing to the decrease in value – the reason for this is because we will not cover the council members should the Village be sued due to these decisions*

Of course, we do not recommend that you decrease the value of the rink. RMS, who does our valuations, has been very close to the actual rebuilding costs on the building that we have had losses on. We definitely rely on their experience in valuating properties. A copy of valuation is attached for review.

If you wish to proceed against these recommendations we will require your response to this email directly, along with the signed Council Minutes and a 'Declared Value endorsement' This change will be effective the date that council approved minutes.

If you have any questions please feel free to contact our office. Thank you and we await your response.



Cheri Spence

General Insurance - Technical Assistant
Alberta Municipal Place
300-8616 51 Ave Edmonton, AB T6E 6E6
Phone: 780.409.4315 Toll-free: 310-AUMA
Fax: 1.780.409.4314
www.auma.ca www.amsc.ca -

*What would Council
like to do?*

Commercial Building Valuation Report

Property Express - Canada

Policy : AUMA 429

10/13/2010

INSURED	Village of Bawlf Box 40 Bawlf, AB T0B 0J0	Effective Date: Expiration Date: Cost as of:	06/2010
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BUILDING	Skating Rink 206 Hanson Street Bawlf, Ab T0B 0J0
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Location Adjustments

Climatic Region:	3 - Cold
High Wind Region:	1 - Minor Damage
Seismic Zone:	1 - Minor Damage, Distant Earthquakes

SECTION 1

SUPERSTRUCTURE

Occupancy:	100% Clubhouse/Recreation Building	Story Height: 10 ft.
Construction Type:	100% Frame (ISO 1)	Number of Stories: 1
Gross Floor Area:	1,200 sq. ft.	Irregular Adjustment: None
Construction Quality:	2 - Average	

Adjustments

User Adjustment Factor:	1.20	
Location factor		
Hillside Construction:	Degree of Slope: Level	Site Accessibility: Good
	Site Position: Unknown	Soil Condition: Good

Fees

Architect Fees:	7% is included
Profit and Overhead:	25% is included

SUMMARY OF COSTS

Reconstruction

SUPERSTRUCTURE

Site Preparation	344
Foundations	50,294
Foundation Walls, Interior Foundations, Slab On Ground	
Exterior	76,814
Framing, Exterior Wall, Structural Floor, Roof	

MS/R costs include labor and material, normal profit and overhead as of date of report. Costs represent general estimates which are not to be considered a detailed quantity survey. These costs include generalities and assumptions that are common to the types of structures represented in the software.

Commercial Building Valuation Report

Property Express - Canada

Policy : AUMA 429

10/13/2010

Interior	32,104
Floor Finish, Ceiling Finish, Partitions	
Mechanicals	67,682
Heating, Cooling, Fire Protection, Plumbing, Electrical, Elevators	
Built-ins	3,572
SUBSTRUCTURE	
TOTAL RC SECTION 1	\$230,809

TOTAL RC BUILDING	Skating Rink	\$230,809
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	Reconstruction	sq. ft.	
VALUATION SUBTOTAL (All Buildings)	\$230,809	1,200	\$192.34
VALUATION ADDITIONS			
Misc. Additional Features			
Debris removal	31,000		
Sprinkler system	5,134		
Total Valuation Additions	\$191,144		
VALUATION GRAND TOTAL	\$421,953	1,200	\$351.63

MS/D costs include labor and material, normal profit and overhead as of date of report. Costs represent general estimates which are not to be considered a detailed quantity survey. These costs include generalities and assumptions that are common in the types of structures represented in the software.

Completing and Understanding the Declared Value Endorsement

- Council must meet and agree to the declared value.
- Council should be made aware of the change that completing the endorsement will make to the policy.
 - The Loss Settlement Policy Condition letter (h) – With Respect to Other Property, subsection (ii) is amended to read :

“... Liability shall in no event exceed the amount actually and necessarily expended for repair, replacement, construction or reconstruction; except with respect to the properties defined as *Declared Value* on the schedule of values Property; in which case the insurer will not be liable for more than the recorded building value as pre-determined by the insured.”
- Approved minutes are to accompany the Declared Value Endorsement showing council approving the decision.
- Declared Value Endorsement must be fully completed with all sections filled out accordingly and signed.
- By submitting the Declared Value Endorsement, in the event of an insurable loss, the amount declared will be the maximum amount payable to rebuild the facility.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY

Declared Value Endorsement

Name of Municipality Issued to _____

This endorsement applies only to items described below; other properties as described on the Declaration(s) page(s) of this policy or properties added by endorsement remain unchanged.

This endorsement modifies the following under the Primary property Insurance Policy MNX 001, as well as the Excess Property Insurance policy as defined by the current policy terms subscribed insurer.

<u>Item Number</u>	<u>Description</u>	<u>Comments</u>
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Condition Clauses Applicable to Coverage

An amount has been selected by you on the above described properties which does not represent the full building replacement value. The adjustment that has been made by you may cause high out of pocket expenses in the event of a loss.

Based on the acceptance of the above, the following Conditions apply:

1. The Loss Settlement Policy Condition letter (h) – With Respect to Other Property, subsection (ii) is amended to read :

"... Liability shall in no event exceed the amount actually and necessarily expended for repair, replacement, construction or reconstruction; except with respect to the properties defined as Declared Value on the schedule of values Property; in which case the insurer will not be liable for more than the recorded building value as pre-determined by the insured.

All other provisions of this policy apply.

Authorized Signing Authority

Position Title

Print Name in full

Date

Please provide Board Meeting Minutes with the Declared Value Endorsement outlining the decision

Bawlf and District Recreation Association

Box 123, Bawlf, Ab

T0B 0J0

Village of Bawlf

Box 40

Bawlf Ab

T0B 0J0

Re: Insurance for Skating Rink

The Village recently submitted a invoice for insurance for the Rec Board's property. In reveiwing this invoice, the Skating Rink is insured for approximately \$496,000. This amount far exceeds the cost of repalcement as we would only construct a simple garage type package if the existing facility was lost. We therefore request the Village reduce the insured value of the Skating Rink to \$100,000.

Sincerely


Bryan Berg
Treasurer

Report from the Administration

For the period November 16 – December 15, 2011

Administration:

- The December Village Voice which was distributed through the mailboxes on December 9 (late due to issues with the printer).
- The Communications Coordinator updated the website by uploading current documents and removing the outdated ones.
- The Municipal Inspectors have been in contact with staff on various items.
- Village Manager contacted Les Kruszewski with Focus Corporation – Lloyd Crowe with Stewart Weir continues to work with AB Transportation regarding some type of compensation or agreement regarding the water and sewer lines running beneath the elevator service road.
- Submitted the Focus Engineering Invoices for the Highway 13 water and sewer line encasing project to Stewart Weir (who will approve and forward to AB Transportation for payment).
- The Communications Coordinator has updated the Resident Action Request Log and filed all completed Action Requests.
- Contacted AB Transportation regarding capital grants and eligibility of specific projects.
- Informed the Bawlf School teacher that no one from council was available to speak to the grade six class about village responsibilities and council roles. She may ask again in January.
- Received confirmation from Fortis Alberta that the increase in electricity rates will be applied to the wires charges only, up to a maximum of 25%.
- Much administrative time was spent on budget preparation – meetings were held December 6 and 12.
- The Office Administrator has been working with the staff at MuniWare on balancing the bank statements back to earlier in the year. The problem has been found and now the books are being updated accordingly.
- The Communications Coordinator submitted her resignation on December 15, providing two weeks' notice.
- The Village Manager attended the following external meetings/events:
 - December 5 – Occupational Health & Safety Legislation (Camrose)
 - December 7 – CAO Meeting (Ferintosh)

Development:

- No development permits were issued this past month.
- The total number of permits approved to date in 2011: two.
- No Compliance Certificates were issued this past month. Total compliance certificates issued in 2011: one.

- The documents for the repurchasing of the vacant lot on Hanson Street have arrived from the property owner's lawyer after many delays by the owner.
- Still need to work with the owners regarding the repurchasing of the commercial lots on Hanson Street.

Public Works:

- Hired three casual bobcat operators for the winter.
- The report and CCTV videos created after the milling of the sewer lines on Macrae, Sanden and King Streets were received by the Village the week of December 12th.
- Attached to last month's Administration report was information on a process called Swagelining for relining pipes. This may be a possibility for rehabilitating the main water lines in Bawlf (rather than digging and replacing the lines). There are good video clips about the process on the website at: www.swagelining.com.
- With the resignation of the Public Works Director, the Village Manager has been dealing with some of the urgent public works issues and following up on the outstanding ones.
- The bobcat tires are in need of replacing. A small hydraulic leak has been taken care of.
- A resident on Macrae Street has been experiencing very low water flow in the house. The rod on the cc. valve was not functioning and subsequently required a dig. The valve was not leaking and it was determined that there is a problem between the main line and the cc. valve.
- Recent issues with the lift station pumps were dealt with on December 15.

Parks and Facilities:

- The Village is looking for a snow shoveller to clear the walks around the Village/Seniors/Library facility.

By-Law Services:

- The Bylaw Enforcement Officer informed Village staff that a fine has been issued for one dog that was barking excessively.

Fire Department:

- Village Manager has met with the Fire Chief regarding budget, repair of existing equipment and the fire fighter honorariums.
- There was one motor vehicle call this month.
- The 2012 fire department budget needs to be forwarded to the County after the Interim Operating Budget is passed.

Providence Place Dec 2011

- . Meeting was held Nov 23
- . Toured the Phase 4 addition (very impressed)
- . First new residents are moving in early January
- . Only 5 units left for sale
- . Only shortfall is no road construction to parkade
- . Reviewed financial reports
- . Will not be attending the Dec 28 meeting

Gordie

SNRWC Meeting Dec 14/2011

- Organization Meeting - No change in executive
- Line to Big Valley to proceed.
- in camera for most of meeting
- Next mtg - Jan 26 6:PM

Rob B

2009/10/14 Meeting

Executive Committee
- Review to Big Lake to proceed
- in course of setting
- that up - to go

11/14/09



LEGISLATIVE ASSEMBLY
ALBERTA

HONOURABLE DOUG GRIFFITHS
MLA, BATTLE RIVER - WAINWRIGHT

November 17, 2011

Gordie Blatz, Mayor
Village of Bawlf
Box 40
Bawlf, AB T0B 0J0

Dear Gordie and Village Councillors:

The last year has seen some interesting challenges and exciting changes occur. Some of you are newly elected and some of you have returned to your role on council, but all of you are getting new experiences and opportunities to improve your communities.

As you know, I have been quite busy during the last year. I had the opportunity to travel from one end of the province to the other, speaking to people, organizations, and community groups about the future of this province and what the opportunities and challenges are in building a better Alberta. Regardless of the immediate outcome, I believe the initiative and work that I put in focused attention on the future of our communities.

I know the tour meant that I was not as visible to you over the last year, but I want to assure you that my ultimate commitment and the reason why I ran, remains strong...to build better communities for our families. I look forward to coming to visit you in the coming few months to catch up on what issues you may have and how we can continue to look for solutions.

Building a better Alberta starts with building better communities.

Feel free to call my office anytime.

Faithfully,

Honourable Doug Griffiths
Minister of Municipal Affairs
MLA, Battle River – Wainwright

201, 1006 4th Avenue, Wainwright AB T9W 2R3 PHONE: (780) 842-6177 FAX: (780) 842-3171
EMAIL: battleriver.wainwright@assembly.ab.ca WEBSITE: www.douggriffiths.ca

Item 7.a)



1 December 2011

Attention:

Village of Bawlf
PO Box 40
Bawlf, Alberta
T0B 0J0

Dear Sir or Madam:

Re: Letter of Termination

Please accept this letter as our written notification to terminate our lease or occupation on lands owned in the town of Bawlf, Alberta.

If you, the leaseholder, are interested in assuming the building, tower(s) and satellite dishes, you may assume ownership upon signature of attached liability release agreement. If applicable, please return completed liability release documents to the following address:

#3, 1004 Parsons Road SW
Edmonton, Alberta
T6X 0J4

Should you have any questions or concerns about this notice please contact John Matheson, Real Estate Specialist, at 902-406-4187 or john.matheson@corp.eastlink.ca.

Yours truly,

Lyle Katerenchuk
Director of Western Operations

Does the
Village want to
assume ownership?

FROM:

- TO -

(together herein, “**EastLink**”)

Hem 7.c)

December 15, 2011

Lynn Horbasenko
Village Manager
Village of Bawlf

Dear Lynn,

Please accept this letter as formal notice of my resignation, effective December 29, 2011. It has been a real pleasure to work with you, and learn from you. Thanks for the support and encouragement you have given to as my manager, you stand out among employers! It has been a pleasure to work with you, Myrna, and Tiffany.

Based in part on the decisions of the recent budget meeting, and the suspicion with which the present Council regards the Administration and by extension the recommendations and requests of the Administration, I have decided to accept a position with an employer that is able to support the development of my skills and my needs as an employee. I appreciate your efforts to advocate for your administrative staff.

Sincerely wishing you and the Village of Bawlf all the best,


Jocelyn Sparks

Item 7.d)

**MINUTES OF THE CAMROSE AND DISTRICT SUPPORT SERVICES REGULAR
BOARD MEETING HELD ON OCTOBER 24, 2011 AT 9:00 A.M. AT CDSS**

PRESENT: John Howard Representing the City of Camrose
Dennis Wishnowski Representing the Participating Villages within the Camrose
County
Vern Peterson Representing the Camrose County
Max Lindstrand Representing the City of Camrose
Doug Lyseng Representing the Camrose County

Margaret Holliston CDSS Director
Margaret Falk CDSS Administrative Assistant
Val Faucher CDSS Financial Manager

John Howard in the Chair

Call to Order John Howard called the meeting to order at 9:00 a.m.

Agenda Dennis Wishnowski: That the agenda be approved as circulated. Carried.
76/2011

77/2011 Doug Lyseng/Dennis Wishnowski.: That the minutes of the September 19, 2011 meeting be
Minutes approved as circulated. Carried.

Business Arising from the Minutes

Prairie Central Margaret Holliston consulted with a Lawyer, whom recommended that Prairie Central FASD
FASD Network Network become a Registered Society. After discussion with Margaret Holliston, the Lawyer
Reg. Society affirmed that CDSS is doing its due diligence as the Prairie Central FASD Network Banker.

Global Budget Board members reviewed and discussed the CDSS Global budget.

78/2011 Doug Lyseng/Dennis Wishnowski: That the CDSS Board approve the 2012 Global Budget in
the amount of \$783,180.00, as per the attached. Carried.

79/2011 Doug Lyseng/Dennis Wishnowski: That the letters drafted to the funded programs should include
the dollar amount, and the rationale for funding allotments as
determined by the CDSS board members. Carried.

The CDSS Board recommended Program Directors be available for questions and/or discussion
during future budget meetings.

Organizational Meeting

Margaret Holliston assumed the position of chair for the election of the CDSS Chair.

Item 7.e)

Nominations for Chair Margaret Holliston called for nominations for the position of CDSS Chair.

80/2011 Max Lindstrand/Dennis Wishnowski: Nominated John Howard for the position of Chair. Carried.
John Howard accepted the nomination.

81/2011 Max Lindstrand/Doug Lyseng: Moved nominations cease. Carried.
Margaret Holliston declared John Howard Chair by acclamation.

John Howard assumed position of chair.

Vice Chair John Howard called for nominations for the position of Vice Chair.

82/2011 Vern Peterson/Max Lindstrand: Nominated Doug Lyseng as Vice Chair.
Doug accepted the nomination.

83/2011 Dennis Wishnowski /Max Lindstrand: Moved nominations cease. Carried.
John Howard declared Doug Lyseng to be Vice Chair of the CDSS Board by acclamation.

Appointment of Secretary Dennis Wishnowski/Max Lindstrand: That Margaret Falk be appointed Recording Secretary to the CDSS Board. Carried.
84/2011

Auditor Dennis Wishnowski/Max Lindstrand: CDSS will follow the Camrose County auditor appointment of Tien Rostad LLP, as per the municipal agreement.
85/2011

Voting Delegates Max Lindstrand/Dennis Wishnowski: That John Howard, or a designate, and Doug Lyseng, or a designate, be appointed as voting delegates for the FCSSAA annual general meeting. Carried.
FCSSAA AGM

As there will be no CDSS Board Meeting prior to the FCSSAA conference, Margaret Holliston noted that the resolutions will be sent to CDSS Board members electronically. Discussion on the resolutions will take place in conjunction with the regional meetings at the conference.

Next meeting The next regular CDSS Board Meeting is scheduled for December 12, 2011.

Board Member Reports Dennis reported that he will be attending Village Council meetings with Margaret Holliston during November and December.

Adjournment John Howard declared the meeting be adjourned at 12:18


CDSS Administrative Assistant


CDSS Chairman