



AGENDA

Regular Meeting of Council of the Village of Bawlf in the Province of Alberta Wednesday, May 16, 2012 – 7:30 p.m. Council Chambers

1. CALL TO ORDER

2. DELEGATIONS

- a) 7:30 p.m. – Review of 2011 Audited Financial Statement (Brian King, Auditor)
- b) 7:45 p.m. – Hanson Street Drainage Ditch – West Side (Joe Buchanan & Les Grove)
- c) 8:00 p.m. – Molstad Avenue Drainage (Daryl Reinke)

3. GENERAL GOVERNMENT

- a) Agenda
Motion to adopt as presented
- b) Minutes of the Regular Meeting of Council held April 19, 2012
Motion to adopt as presented
- c) Accounts Payable – April, 2012
Motion to accept as information
- d) Financial Statement – April 2012
Motion to accept for information

4. BUSINESS ARISING

- a) Bin and Vehicle Storage Commitment Letter
Clarification/Motion
- b) Ratify Lot Purchase Price
Motion
- c) Drainage Ditch Work - Lot 12A, Block 14, Plan 042-3593
Discussion/Motion
- d) Bylaw #580/12
Second Reading
Third Reading

5. NEW BUSINESS

- a) 2011 Audited Financial Statement
Motion

- b) Proclamation – Seniors' Week 2012

Motion

- c) Request to Park Trailer on Village Right-of-Way

Motion

- d) Approval of Final 2012 Operating & Capital Budget

Motion

- e) Mil Rate Bylaw #581/12

First Reading

- f) Annual General Meeting (Set Date) – *no memo*

Motion

- g) Candidates Forum – Set Date – *no memo*

Motion

- h) Drainage Issues at Lot 1A, Block 17, Plan 072-0313

Discussion

- i) Hanson Street Drainage Ditch – West Side (as per delegation) – *no memo*

Discussion

- j) Molstad Avenue Drainage (as per delegation) – *no memo*

Discussion

6. STANDING COMMITTEE REPORTS

- a) Mayor's Report

- b) Administration Report

- c) Board Reports:

- Bawlf & District Recreation Association
- Shirley McClellan Regional Water Services Commission

7. CORRESPONDENCE

- a) TransAlta Tariff Rates Advisory

- b) CDSS Board Meeting Minutes – March 26, 2012

- c) CDSS News Spring 2012

- d) Town of Bashaw Invitation June 8-10, 2012

- e) Parkland Regional Library Board Minutes – March 1, 2012

8. CONFIDENTIAL ITEMS

None

9. ADJOURNMENT



**MINUTES OF THE REGULAR MEETING OF COUNCIL
OF THE VILLAGE OF BAWLF**
In the Province of Alberta held on
Thursday, April 19, 2012 at 7:00 p.m.
In the Bawlf Village Office

PRESENT:

Deputy Mayor J. Yuha and Councillors F. Reinke & K. Robbins
Lynn Horbasenko, Village Manager
Leanna Banack, Communications Coordinator
Blaine Fenske, Daysland Drainage District
Allan Yamashita, Focus Corporation
Mark Crown, Camrose Canadian
Lyle Burkard

REGRETS:

Mayor G. Blatz

1. CALL TO ORDER

Deputy Mayor Yuha called the meeting to order at 7:03 p.m.

2. DELEGATIONS

7:05 p.m.- Focus Corporation – Tenders for Relining Sanitary Sewer Lines (Allan Yamashita)
Mr. Yamashita left the meeting at 7:28pm
7:30 p.m.- Daysland Drainage District – Proposed Requisition Increase (Blaine Fenske)
Mr. Fenske left the meeting at 7:34pm

3. GENERAL GOVERNMENT

a) AGENDA

MOTION 50/12: MOVED BY Councillor Robbins that Village Council accept the Agenda with the addition of 5.g) the appointment of a new Library Board Member, 5.h) By-Law to Rezone Lot 15, Block 8, Plan LVII, and 5.i) appointment of a Council member to the Regional Emergency Management Committee.

CARRIED

b) MINUTES OF THE REGULAR MEETING OF COUNCIL HELD March 21, 2012

MOTION 51/12: MOVED BY Councillor Reinke that the Minutes of the Regular Meeting of Council held March 21, 2012 be accepted as amended.

CARRIED

MOTION 52/12: MOVED BY Councillor Reinke to excuse Mayor Blatz from the meeting.

CARRIED

Item 3.b)

37/12
c) *ACCOUNTS PAYABLE FOR March, 2012*

MOTION 53/12: MOVED BY Councillor Reinke to accept the March, 2012 Accounts Payable register for information.

CARRIED

d) *FINANCIAL STATEMENT FOR JANUARY, FEBRUARY, AND MARCH 2012*

MOTION 54/12: MOVED BY Councillor Reinke to accept the financial statements from January, February, and March 2012 for information.

CARRIED

4. BUSINESS ARISING

a) *BIN AND VEHICLE STORAGE COMMITMENT LETTER*

MOTION 55/12: MOVED BY Councillor Reinke to defer the Bin and Vehicle Storage Commitment Letter to the May meeting so Administration can gather additional information.

CARRIED

b) *DAYSLAND DRAINAGE DISTRICT #4 PROPOSED REQUISITION INCREASE*

Discussion.

c) *TENDERS FOR RELINING SANITARY SEWER LINES*

Discussion.

MOTION 56/12: MOVED BY Councillor Robbins that Council direct Administration to work with the engineers regarding the possibility of eliminating the relining of the laterals along Sanden, Macrae and King Street and explore the cost of relining the remaining 1966 sewer main lines.

CARRIED

d) *REGIONAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD (SDAB)*

In the event the Bawlf Subdivision and Development Appeal Board cannot rehear a case, the County SDAB has offered their SDAB to be available for such situations.

MOTION 57/12: MOVED BY Councillor Robbins to have the Camrose County Subdivision and Development Appeal Board serve the Village of Bawlf should an appeal hearing be required in the event that the Village of Bawlf Subdivision and Development Appeal Board could not serve.

CARRIED

5. NEW BUSINESS

a) *BY-ELECTION SCHEDULE*

Discussion.

MOTION 58/12: MOVED BY Councillor Robbins that the Village Council approve May 7, 2012 as Nomination Day, May 30, 2012 as the Advance Vote Date, and June 4, 2012 as Election Day for the Village of Bawlf by-election with the understanding that the Returning Officer will follow the required advertizing timelines as set out in the Local Authorities Elections Act.

CARRIED

b) *DRAINAGE DITCH WORK – LOT 12A, BLOCK 14, PLAN 042-3593*

Discussion.

MOTION 59/12: MOVED BY Councillor Reinke that the Village Council authorize the Administration to obtain legal opinion regarding the drainage ditch work done on Lot 12A, Block 14, Plan 042-3593.

CARRIED

c) *FIRE HALL EXPANSION*

Discussion.

MOTION 60/12: MOVED BY Councillor Robbins that a committee is formed consisting of the Fire Chief, Deputy Fire Chief, Village Manager, and Public Works Director to discuss different detailed options regarding the fire hall expansion so that plans for fire hall expansion can continue.

CARRIED

d) *CONTERRA GRADER & ROTOTILLER*

Discussion.

MOTION 61/12: MOVED BY Councillor Reinke the Village Council approve the purchase of a Conterra Grader and a Rototiller at a total cost not to exceed \$5400 + GST with the funds to be allocated to the 2012 Capital Budget.

CARRIED

e) *ROAD SURFACE IN FRONT OF COMMUNITY CENTRE – Mayor G. Blatz*

Discussion.

MOTION 62/12: MOVED BY Councillor Reinke to defer the Road Surface in front of the Community Centre to the 2012 Capital Budget discussion.

CARRIED

f) *OFFER TO PURCHASE LOT 4A, BLOCK 17, PLAN 072 0313*

Discussion.

MOTION 63/12: MOVED BY Councillor Reinke that the Village counter-offer on the offer to purchase Lot 4A, Block 17, Plan 072 0313 with a price of \$32,000 plus GST.

CARRIED

g) *NEW LIBRARY BOARD MEMBER*

MOTION 64/12: MOVED BY Councillor Robbins that the Village Council approves the appointment of Glenda Rithaler to the Bawlf Public Library board.

CARRIED

h) *BY-LAW TO REZONE LOT 15, BLOCK 8, PLAN LVII*

Discussion.

Meeting recessed at 9:05pm and reconvened at 9:11pm

Lyle Burkard joined the meeting at 9:11pm and left at 9:16pm.

MOTION 65/12: MOVED BY Councillor Reinke that By-Law 580/12 be given first reading.

CARRIED

Item 3.b)

- i) *EMERGENCY MANAGEMENT COMMITTEE MEMBER*
Discussion.

MOTION 66/12: MOVED BY Councillor Reinke ^{that} for Mayor Blatz ~~to~~ to be appointed to the Regional Emergency Management Committee.

CARRIED

6. STANDING COMMITTEE REPORTS

a) *MAYOR'S REPORT*

~~As attached to these Minutes.~~ *no report.*

b) *ADMINISTRATION REPORT*

As attached to these Minutes.

Capital Budget Meeting set for Thursday, May 10, 7:00pm.

c) *RECREATION & COMMUNITY SERVICES*

- i. Bawlf & District Recreation Association – no report
- ii. Shirley McClellan Regional Water Services Commission – as attached to these minutes.

7. CORRESPONDENCE

- a) Health Advisory Council Networking – May 24, 2012
- b) Camrose County Letter – Regional Fire and Emergency Management
- c) Alberta Animal Services Letter – By-law Enforcement Officer

8. CONFIDENTIAL ITEMS

None

9. ADJOURNMENT

The meeting adjourned at 9:41pm.

These minutes were approved at the Regular Meeting of Council held April 19, 2012.

MAYOR

VILLAGE MANAGER



VILLAGE OF BAWLF

Cheque Listing For Council

Page 1 of 2

2012-May-02

4:21:44 PM

Cheque	Date	Name	Invoice	Description	Invoice Amount	Cheque Amount
20101114	2012-04-25	ACKLANDS - GRAINGER INC.		PAYMENT		430.53
			608503386	BATTERIES & ANCHOR SCREWPIN	430.53	
20101115	2012-04-25	ALBERTA REGISTRIES, LAND TITLES		PAYMENT		40.00
			F01DBA9	TAX RECOVERY	40.00	
20101116	2012-04-25	AMSC INSURANCE SERVICES LTD.		PAYMENT		1,392.69
			22	BENEFITS	370.32	
			HSAPR512	HSA - HORBASENKO	312.37	
			VFIS-17	INSURANCE	710.00	
20101117	2012-04-25	ANKERTON GAS CO-OP		PAYMENT		6.28
			15537	MARKING PAINT	6.28	
20101118	2012-04-25	CAMROSE BOOSTER		PAYMENT		146.41
			DA212172	COMMUNICATIONS COORDINATOR AD	146.41	
20101119	2012-04-25	CAMROSE COUNTY		PAYMENT		3,015.20
			1	2012 CDSS REQUISITION	2,389.75	
			12436	2011 LANDFILL REQUISITION	625.45	
20101120	2012-04-25	CAMROSE DYNAMIC		PAYMENT		2,625.00
			2	TILLER	2,625.00	
20101121	2012-04-25	CAN PAK ENVIRONMENTAL		PAYMENT		2,629.49
			01267	GARBAGE PICKUP	2,629.49	
20101122	2012-04-25	D&G DISTRIBUTORS		PAYMENT		645.81
			0056825	REPAIRS - GRASSHOPPER	645.81	
20101123	2012-04-25	DENNIS, JAYCE		PAYMENT		30.00
			8	CLEARING DRAINAGE DITCH	30.00	
20101124	2012-04-25	ELECTRO TEL		PAYMENT		5,107.57
			74565	PHOTOCOPIER	4,539.52	
			74567	DRAWER FOR PHOTOCOPIER	568.05	
20101125	2012-04-25	FOCUS		PAYMENT		3,703.35
			385494	SEWER RELINING FEES	3,058.65	
			385495	CASING UNDER HIGHWAY 13	644.70	
20101126	2012-04-25	HOMESTYLE BAKERY & CAFE		PAYMENT		36.00
			288438	APPRECIATION NIGHT CAKE	36.00	
20101127	2012-04-25	KAL TIRE		PAYMENT		1,160.63
			657180207	TIRES - BOBCAT	1,160.63	
20101128	2012-04-25	RALCOMM		PAYMENT		336.00
			510856	PAGER REPAIRS - F.D.	336.00	
20101129	2012-04-25	REINKE, FERN		PAYMENT		110.00
			16	REMUNERATION	110.00	
20101130	2012-04-25	ROBBINS, KAREN		PAYMENT		110.00
			21	REMUNERATION	110.00	
20101131	2012-04-25	STERLING WATER CONDITIONING LTD.		PAYMENT		13.51
			13583	RESERVOIR - COUPLERS	13.51	
20101132	2012-04-25	STREBS AUTO IND SUPPLY		PAYMENT		142.49
			994297	BATTERY - GRASSHOPPER	142.49	
20101133	2012-04-25	TELUS COMMUNICATIONS INC.		PAYMENT		626.98
			27	TELEPHONE	626.98	
20101134	2012-04-25	TRANSALTA ENERGY MARKETING		PAYMENT		2,896.49
			7	ELECTRICITY	2,896.49	
20101135	2012-04-25	UFA		PAYMENT		194.23

Item 3.c)



VILLAGE OF BAWLF

Cheque Listing For Council

Page 2 of 2

2012-May-02

4:21:44 PM

Cheque	Date	Name	Invoice	Description	Invoice Amount	Cheque Amount
20101135	2012-04-25	UFA	24	FUEL	194.23	194.23
20101136	2012-04-25	YUHA, JODY	32	PAYMENT REMUNERATION	386.10	386.10
20101137	2012-04-30	BANACK, LEANNA	01 02	PAYMENT WAGES PAPER PRODUCTS	13.56	13.56
20101138	2012-04-30	FOSSSEN, EINAR	10 11	PAYMENT JANUARY UTILITY OPERATOR APRIL UTILITY OPERATOR	700.00 1,300.00	2,000.00
20101139	2012-04-30	HORBASENKO, LYNN	42	PAYMENT WAGES		
20101140	2012-04-30	JACOBSEN, JUSTIN	41 42	PAYMENT WAGES TRUCK & TRAILER USEAGE	197.00	197.00
20101141	2012-04-30	RECEIVER GENERAL	20	PAYMENT REC GEN	2,228.37	2,228.37
20101142	2012-04-30	SCHAPANSKY, MYRNA	37	PAYMENT WAGES		
Wages					7285.70	7285.70
Total					37,509.39	



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
TAX REVENUE					
1-00-110	TAXES - RESIDENTIAL	0.00	0.00	0.00	0.00
1-00-111	TAXES - RESIDENTIAL VACANT	0.00	0.00	0.00	0.00
1-00-112	TAXES - COMMERCIAL	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00
1-00-190	TAXES - LINEAR	0.00	0.00	0.00	0.00
1-00-240	GRANTS IN LIEU	0.00	0.00	0.00	0.00
1-00-510	PENALTIES & COSTS ON TAXES	0.00	5,772.32	7,000.00	1,227.68
*	TOTAL TAX REVENUE	0.00	5,772.32	7,000.00	1,227.68
INVESTMENT REVENUE					
1-00-550	RETURN ON INVESTMENTS	9.19	40.51	0.00	(40.51)
*	TOTAL INVESTMENT REVENUE	9.19	40.51	0.00	(40.51)
GENERAL REVENUE					
1-12-410	Sale of General Services	0.00	64.97	2,100.00	2,035.03
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	0.00	64.97	2,100.00	2,035.03
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	0.00	37,134.00	37,134.00
1-12-850	COUNTY CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
*	TOTAL GRANTS	0.00	0.00	37,134.00	37,134.00
FIRE REVENUE					
1-23-110	SPECIAL TAX - FIRE	0.00	0.00	7,000.00	7,000.00
1-23-410	FIRE FIGHTING FEES CHARGED	0.00	0.00	4,000.00	4,000.00
1-23-411	MOTOR VEHICLE ACCIDENT FEES CHARG	0.00	0.00	1,000.00	1,000.00
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	9,716.48	8,200.00	(1,516.48)

Item: 3.d)



VILLAGE OF BAWLF

REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 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	0.00	1,000.00	1,000.00
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		0.00	11,216.48	26,550.00	15,333.52
BYLAW REVENUE					
1-26-525	DOG LICENSES	60.00	825.00	1,500.00	675.00
1-26-530	BYLAW FINES	0.00	100.00	200.00	100.00
* TOTAL BYLAW REVENUE		60.00	925.00	1,700.00	775.00
ROADS & STREETS					
1-32-110	SPECIAL TAX - STREET IMPROVEMENT	0.00	0.00	24,500.00	24,500.00
1-32-410	SALE OF GOODS & SERVICES	0.00	0.00	500.00	500.00
1-32-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-32-840	PROVINCIAL CONDITIONAL GRANTS	0.00	12,489.25	0.00	(12,489.25)
1-32-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
* TOTAL ROADS & STREETS		0.00	12,489.25	25,000.00	12,510.75
WATER REVENUE					
1-41-410	MONTHLY WATER FEES	6,445.00	25,595.00	75,600.00	50,005.00
1-41-412	BULK WATER SALES	0.00	7.04	2,000.00	1,992.96
1-41-511	WATER PENALTIES	531.86	2,011.34	1,800.00	(211.34)
1-41-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
* TOTAL WATER REVENUE		6,976.86	27,613.38	79,400.00	51,786.62
SEWER REVENUE					
1-42-410	MONTHLY SEWER FEES	5,515.00	21,715.00	63,800.00	42,085.00
1-42-511	SEWER PENALTIES	0.00	0.00	1,800.00	1,800.00
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		5,515.00	21,715.00	65,600.00	43,885.00
WASTE MANAGEMENT REVENUE					
1-43-410	MONTHLY GARBAGE FEES	2,076.00	8,256.00	24,600.00	16,344.00
1-43-412	MONTHLY RECYCLING FEES	923.40	3,672.00	11,000.00	7,328.00
* TOTAL WASTE MANAGEMENT REVENUE		2,999.40	11,928.00	35,600.00	23,672.00



VILLAGE OF BARWLF REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
CAMROSE & DISTRICT SUPPORT SER					
1-51-590	REVENUE - OWN SOURCES	0.00	0.00	15,000.00	15,000.00
1-51-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	9,559.00	9,559.00
*	TOTAL CAMROSE & DISTRICT SUPPO	0.00	0.00	24,559.00	24,559.00
CEMETERY REVEUE					
1-56-410	SALE OF CEMETERY PLOTS	0.00	0.00	200.00	200.00
1-56-570	CEMETERY DONATIONS	0.00	165.00	100.00	(65.00)
1-56-571	CEMETERY MAINTENANCE REVENUE	0.00	0.00	500.00	500.00
*	TOTAL CEMETERY REVEUE	0.00	165.00	800.00	635.00
DEVELOPMENT REVENUE					
1-61-410	DEVELOPMENT PERMITS & CHARGES	250.00	350.00	400.00	50.00
*	TOTAL DEVELOPMENT REVENUE	250.00	350.00	400.00	50.00
LAND SALES					
1-66-410	LAND SALES	0.00	0.00	0.00	0.00
*	TOTAL LAND SALES	0.00	0.00	0.00	0.00
PARKS & RECREATION REVENUE					
1-72-110	SPECIAL TAX - RECREATION & PARKS	0.00	0.00	4,400.00	4,400.00
1-72-410	SALE OF SERVICES - FEES & CHARGES	0.00	0.00	1,000.00	1,000.00
1-72-560	PARK & CAMPGROUND RENTALS	0.00	0.00	1,200.00	1,200.00
1-72-570	PARK DONATIONS	0.00	0.00	0.00	0.00
1-72-590	UTILITIES RECOVERED	0.00	2,100.00	0.00	(2,100.00)
1-72-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	2,400.00	2,400.00
1-72-840	PROVINCIAL CONDITIONAL GRANTS	0.00	2,397.50	2,800.00	402.50
1-72-850	COUNTY CONDITIONAL GRANTS	0.00	0.00	12,500.00	12,500.00
*	TOTAL PARKS & RECREATION REVEN	0.00	4,497.50	24,300.00	19,802.50
CULTURE REVENUE					
1-74-560	HALL RENTALS	550.00	1,900.00	0.00	(1,900.00)
1-74-570	HALL DONATIONS	0.00	0.00	0.00	0.00
1-74-590	OTHER REVENUE	0.00	0.00	0.00	0.00
1-74-593	SPECIAL EVENT REVENUES	0.00	0.00	100.00	100.00
*	TOTAL CULTURE REVENUE	550.00	1,900.00	100.00	(1,800.00)
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	16,360.45	98,677.41	330,243.00	231,565.59



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
COUNCIL EXPENSES					
2-11-130	COUNCIL - PAYROLL DEDUCTIONS	0.00	0.00	0.00	0.00
2-11-150	COUNCIL REMUNERATION	490.00	2,950.00	10,500.00	7,550.00
2-11-211	COUNCIL TRAVEL & SUBSISTENCE	116.10	288.00	800.00	512.00
2-11-214	COUNCIL PROFESSIONAL DEVT	0.00	0.00	500.00	500.00
*	TOTAL COUNCIL EXPENSES	606.10	3,238.00	11,800.00	8,562.00
ADMINISTRATION EXPENSE					
2-12-110	ADMINISTRATION - SALARIES	6,903.02	25,557.96	103,600.00	78,042.04
2-12-130	ADMINISTRATION - PAYROLL DEDUCTION	245.85	2,499.41	0.00	(2,499.41)
2-12-131	EMPLOYEE BENEFITS	912.09	1,400.52	0.00	(1,400.52)
2-12-211	TRAVEL & SUBSISTENCE	0.00	140.31	1,400.00	1,259.69
2-12-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	1,090.26	2,500.00	1,409.74
*	TOTAL ADMINISTRATION EXPENSE	8,060.96	30,688.46	107,500.00	76,811.54
OFFICE OPERATIONS					
2-12-215	FREIGHT & POSTAGE	0.00	378.78	400.00	21.22
2-12-217	TELEPHONE	394.19	1,218.37	4,400.00	3,181.63
2-12-220	ADVERTIZING & PRINTING	258.73	561.68	2,000.00	1,438.32
2-12-225	VILLAGE PROMOTIONS	0.00	0.00	700.00	700.00
2-12-230	PROFESSIONAL & CONSULTING SERVICE	0.00	0.00	0.00	0.00
2-12-231	AUDITING SERVICES	0.00	0.00	9,000.00	9,000.00
2-12-232	ASSESSMENT SERVICES	0.00	4,255.68	4,800.00	544.32
2-12-233	ASSESSMENT REVIEW BOARD	0.00	0.00	400.00	400.00
2-12-234	LEGAL SERVICES	0.00	0.00	500.00	500.00
2-12-237	MUNICIPAL SOFTWARE	0.00	0.00	0.00	0.00
2-12-250	OFFICE REPAIRS & MAINTENANCE	0.00	6.99	1,000.00	993.01
2-12-253	TECHNICAL SUPPORT	0.00	763.62	3,800.00	3,036.38
2-12-258	OFFICE JANITORIAL CONTRACT	0.00	0.00	1,900.00	1,900.00
2-12-274	INSURANCE	480.00	1,247.44	16,000.00	14,752.56
2-12-341	LAND TITLES SERVICES	40.00	40.00	200.00	160.00
2-12-510	OFFICE SUPPLIES	235.66	1,059.16	5,400.00	4,340.84
2-12-511	MISCELLANEOUS	4.92	(15.84)	1,900.00	1,915.84
2-12-519	OTHER SERVICES	0.00	0.00	3,500.00	3,500.00
2-12-540	UTILITIES	246.27	1,004.32	2,600.00	1,595.68
*	TOTAL OFFICE OPERATIONS	1,659.77	10,520.20	58,500.00	47,979.80
ADMIN-CAPITAL					
2-12-762	CAPITAL PURCHASES	4,864.35	4,864.35	300.00	(4,564.35)
2-12-790	ADMINISTRATION-AMORTIZATION	0.00	0.00	0.00	0.00



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
* TOTAL ADMIN-CAPITAL		4,864.35	4,864.35	300.00	(4,564.35)
REQUISITIONS					
2-13-750	REQUISITION - SCHOOL				
2-13-759	DAVE KNIPE MEMORIAL LIBRARY	20,605.58	20,605.58	82,422.32	61,816.74
* TOTAL REQUISITIONS		20,605.58	20,605.58	82,422.32	61,816.74
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	0.00	6,900.00	6,900.00
2-23-211	TRAVEL & SUBSISTENCE	0.00	0.00	900.00	900.00
2-23-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	0.00	800.00	800.00
2-23-215	FREIGHT & POSTAGE	0.00	0.00	50.00	50.00
2-23-217	TELEPHONE	83.99	487.92	1,300.00	812.08
2-23-220	ADVERTIZING & PRINTING	0.00	146.36	100.00	(46.36)
2-23-225	PUBLIC RELATIONS & PROMOTIONS	0.00	0.00	500.00	500.00
2-23-250	FIREHALL REPAIRS & MAINTENANCE	0.00	0.00	400.00	400.00
2-23-251	VILLAGE TRUCK REPAIRS	0.00	0.00	800.00	800.00
2-23-252	COUNTY TRUCK REPAIRS	0.00	1,891.71	1,000.00	(891.71)
2-23-253	PAGER REPAIRS	320.00	320.00	750.00	430.00
2-23-254	PROTECTIVE EQUIPMENT REPAIRS	0.00	0.00	6,500.00	6,500.00
2-23-270	CONTRACTED SERVICES	0.00	0.00	100.00	100.00
2-23-274	INSURANCE	230.00	230.00	1,400.00	1,170.00
2-23-510	GOODS & SUPPLIES	410.03	2,193.97	1,000.00	(1,193.97)
2-23-511	MISCELLANEOUS	0.00	39.00	0.00	(39.00)
2-23-512	SMALL EQUIPMENT PURCHASES	0.00	0.00	400.00	400.00
2-23-521	FUEL & LUBE	0.00	0.00	800.00	800.00
2-23-540	FIRE HALL POWER	89.96	308.44	2,300.00	1,991.56
2-23-541	FIRE HALL NATURAL GAS	0.00	363.32	1,500.00	1,136.68
2-23-750	DISPATCH AGREEMENT	0.00	0.00	1,200.00	1,200.00
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		1,133.98	5,980.72	30,400.00	24,419.28
FIRE - CAPITAL					
2-23-762	CAPITAL PURCHASES	0.00	0.00	0.00	0.00
2-23-790	FIRE - AMORTIZATION	0.00	0.00	0.00	0.00
* TOTAL FIRE - CAPITAL		0.00	0.00	0.00	0.00



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
BYLAW ENFORCEMENT					
2-26-270	BYLAW ENFORCEMENT OFFICER	0.00	1,680.00	7,000.00	5,320.00
2-26-234	LEGAL SERVICES	0.00	0.00	400.00	400.00
2-26-510	BYLAW SUPPLIES	0.00	194.00	300.00	106.00
*	TOTAL BYLAW ENFORCEMENT	0.00	1,874.00	7,700.00	5,826.00
PUBLIC WORKS SALARIES & WAGES					
2-32-110	PW - SALARIES	1,000.00	2,594.33	24,700.00	22,105.67
2-32-130	PW - PAYROLL DEDUCTIONS	67.90	112.05	0.00	(112.05)
2-32-131	EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00
*	TOTAL PUBLIC WORKS SALARIES &	1,067.90	2,706.38	24,700.00	21,993.62
PUBLIC WORKS OPERATIONS					
2-32-217	TELEPHONE	0.00	0.00	400.00	400.00
2-32-230	PROFESSIONAL CONSULTING	614.00	614.00	0.00	(614.00)
2-32-250	ROADWAY REPAIRS & MAINTENANCE	0.00	119.00	4,000.00	3,881.00
2-32-270	CONTRACTED SERVICES	0.00	0.00	3,000.00	3,000.00
2-32-510	GOODS & SUPPLIES	552.68	1,629.83	10,000.00	8,370.17
2-32-511	MISCELLANEOUS GENERAL SERVICES	0.00	0.00	0.00	0.00
2-32-521	FUEL & LUBE	92.49	286.67	2,100.00	1,813.33
2-32-540	UTILITIES - STREET LIGHTS	1,003.45	3,176.32	12,300.00	9,123.68
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	2,262.62	5,825.82	31,800.00	25,974.18
DRAINAGE					
2-37-250	DRAINAGE - REPAIRS & MAINTENANCE	30.00	30.00	500.00	470.00
2-37-750	REQUISITION - DRAINAGE	0.00	0.00	200.00	200.00
*	TOTAL DRAINAGE	30.00	30.00	700.00	670.00
WATER OPERATIONS					
2-41-110	SALARIES & WAGES	0.00	0.00	0.00	0.00
2-41-211	TRAVEL & SUBSISTENCE	0.00	90.38	600.00	509.62
2-41-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	57.14	400.00	342.86
2-41-217	TELEPHONE	91.85	275.55	1,100.00	824.45
2-41-230	PROFESSIONAL & CONSULTING SERVICE	0.00	0.00	200.00	200.00
2-41-240	CUSTOMER BILLING	61.52	61.52	800.00	738.48
2-41-250	REPAIRS & MAINTENANCE	(387.13)	2,993.75	800.00	(2,193.75)
2-41-270	WATER - CONTRACT	1,400.00	3,160.00	4,700.00	1,540.00
2-41-510	GOODS & SUPPLIES	0.00	1,651.00	4,900.00	3,248.97
2-41-540	UTILITIES	847.75	2,876.60	10,500.00	7,623.31



VILLAGE OF BAWLF

REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
2-41-750	REQUISITION - SMRWSC	0.00	0.00	13,200.00	13,200.00
2-41-762	CAPITAL PURCHASES	0.00	0.00	33,400.00	33,400.00
2-41-790	WATER SYSTEM - AMORTIZATION	0.00	0.00	0.00	0.00
* TOTAL WATER OPERATIONS		2,013.99	11,166.06	70,600.00	59,433.94
SEWER OPERATIONS					
2-42-110	SALARIES & WAGES	0.00	0.00	0.00	0.00
2-42-211	TRAVEL & SUBSISTENCE	0.00	14.62	600.00	585.38
2-42-214	MEMBERSHIPS & PROFESSIONAL DEVEL	0.00	0.00	400.00	400.00
2-42-217	TELEPHONE	77.04	232.67	1,000.00	767.33
2-42-230	PROFESSIONAL & CONSULTING SERVICE	2,913.00	4,426.25	0.00	(4,426.25)
2-42-240	CUSTOMER BILLING	61.53	61.53	800.00	738.47
2-42-250	REPAIRS & MAINTENANCE	(400.00)	1,807.50	3,300.00	1,492.50
2-42-270	SEWER - CONTRACT	1,400.00	2,900.00	4,700.00	1,800.00
2-42-274	INSURANCE PREMIUMS	0.00	0.00	1,300.00	1,300.00
2-42-510	GOODS & SUPPLIES	0.00	0.00	900.00	900.00
2-42-540	UTILITIES	258.37	1,141.13	4,400.00	3,258.87
2-42-762	CAPITAL	0.00	0.00	43,400.00	43,400.00
2-42-790	WASTE & SEWER AMORTIZATION	0.00	0.00	0.00	0.00
2-42-830	LAGOON DEBENTURE PAYMENTS	550.00	2,200.00	4,800.00	2,600.00
2-42-831	LAGOON DEBENTURE INTEREST	0.00	0.00	0.00	0.00
* TOTAL SEWER OPERATIONS		4,859.94	12,783.70	65,600.00	52,816.30
WASTE MANAGEMENT					
2-43-270	GARBAGE - CONTRACT	1,602.28	4,806.84	18,900.00	14,093.16
2-43-260	RENTAL OF MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00
2-43-350	LANDFILL FEES	625.45	625.45	100.00	(525.45)
2-43-510	GOODS & SUPPLIES	0.00	0.00	0.00	0.00
2-44-350	RECYCLING CHARGES	902.00	2,706.00	10,700.00	7,994.00
* TOTAL WASTE MANAGEMENT		3,129.73	8,138.29	29,700.00	21,561.71
CAMROSE & DISTRICT SUPPORT SER					
2-51-750	REQUISITION - CDSS	2,389.75	2,389.75	2,400.00	10.25
2-51-770	GRANTS TO ORGANIZATIONS	0.00	0.00	100.00	100.00
2-51-840	CONDITIONAL GRANTS TO CDSS	0.00	0.00	9,559.00	9,559.00
* TOTAL CAMROSE & DISTRICT SUPPO		2,389.75	2,389.75	12,059.00	9,669.25
CEMETERY OPERATIONS					
2-56-250	CEMETERY REPAIRS & MAINTENANCE	0.00	0.00	300.00	300.00
2-56-510	GENERAL GOODS & SERVICES	0.00	0.00	300.00	300.00
* TOTAL CEMETERY OPERATIONS		0.00	0.00	600.00	600.00



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
PLANNING & DEVELOPMENT					
2-61-237	MAPPING	0.00	0.00	200.00	200.00
2-66-120	COSTS - LAND SALES	0.00	0.00	0.00	0.00
2-61-750	REQUISITION - PLANNING	0.00	1,034.00	1,050.00	16.00
* TOTAL PLANNING & DEVELOPMENT		0.00	1,034.00	1,250.00	216.00
PARKS & RECREATION					
2-72-110	RECREATION & PARKS - SALARIES	1,000.00	2,594.36	29,200.00	26,605.64
2-72-115	CSJ & STEP WAGES	0.00	0.00	0.00	0.00
2-72-130	RECREATION & PARKS - PAYROLL DEDUC	67.90	112.06	0.00	(112.06)
2-72-131	EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00
2-72-211	TRAVEL & SUBSISTENCE	182.00	182.00	0.00	(182.00)
2-72-220	ADVERTIZING & PRINTING	0.00	0.00	500.00	500.00
2-72-250	REPAIRS & MAINTENANCE	949.67	1,775.23	2,300.00	524.77
2-72-270	CONTRACTED SERVICES	0.00	0.00	1,200.00	1,200.00
2-72-510	GOODS & SUPPLIES	374.75	1,067.77	2,100.00	1,032.23
2-72-521	FUEL & LUBE	92.49	286.65	2,100.00	1,813.35
2-72-540	UTILITIES - REC BOARD, ETC	225.56	772.18	0.00	(772.18)
2-72-750	REQUISITIONS - RECREATION	0.00	0.00	0.00	0.00
2-72-762	CAPITAL PURCHASES	2,500.00	2,500.00	1,500.00	(1,000.00)
2-72-770	GRANTS TO ORGANIZATIONS	0.00	0.00	16,550.00	16,550.00
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	(1,500.00)	0.00	0.00
* TOTAL PARKS & RECREATION		(5,392.37)	(7,790.25)	(55,450.00)	(47,659.75)
CULTURE					
2-74-250	REPAIRS & MAINTENANCE - OLD HALL	0.00	0.00	2,900.00	2,900.00
2-74-510	GOODS & SUPPLIES	0.00	0.00	0.00	0.00
2-74-540	UTILITIES	82.28	738.09	3,700.00	2,961.91
2-74-584	SPECIAL EVENTS	34.29	34.29	1,100.00	1,065.71
2-74-750	REQUISITION - PARKLAND LIBRARY	661.05	1,322.10	2,650.00	1,327.90
2-74-761	CONTRIBUTED TO OTHER OPERATIONS FN	0.00	0.00	1,000.00	1,000.00
2-74-770	TRANSFER TO OTHER ORGANIZATIONS	0.00	0.00	0.00	0.00
2-74-775	BAWLF PUBLIC LIBRARY APPROPRIATION	(661.05)	0.00	3,000.00	3,000.00
2-74-831	DEBENTURE INTEREST	0.00	0.00	0.00	0.00
* TOTAL CULTURE		116.57	2,094.48	14,350.00	12,255.52
GENERAL					
2-97-990	GENERAL CONTINGENCY	0.00	0.00	2,500.00	2,500.00



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
* TOTAL GENERAL		0.00	0.00	2,500.00	2,500.00
** TOTAL EXPENSES		58,193.61	131,730.04	607,931.32	476,201.28
*** SURPLUS/DEFICIT		41,833.16	33,052.63	277,688.32	244,635.69

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: May 9, 2012
SUBJECT: **Bin and Vehicle Storage Commitment Letter – *with additional information***

PURPOSE:

The purpose of this memo is to inform the Village Council regarding the letter that was mailed to the developer interested in developing land south of Railway Avenue for a bin and vehicle storage area.

BACKGROUND:

The developer requested a "promissory note" regarding his proposed development of a bin and vehicle storage area. I took his request to mean that he wanted a letter of promise that the Village would approve his development. The Council passed the following motion:

MOTION 37/12: MOVED BY Mayor Blatz that Council authorizes the Development Officer to provide a promissory note to the individual interested in developing a storage bin and vehicle storage area in the east side of Bawlf.

CARRIED.

The Municipal Inspectors brought to my attention that a "promissory note" is a promise to pay an amount of money. I clarified that the Village was not intending on paying the developer but that we meant the motion to mean a promise to approve the development.

The letter that was sent to the developer contained the term "commitment letter" rather than "promissory note" so only the record of the motion is required to be changed.

It is recommended that Motion 37/12 be rescinded and a new motion be made to clarify the intention of Council.

NEW INFORMATION - At the April 19, 2012, Council asked if someone other than the initial mover can make a motion to rescind a motion. Yes, as long as the motion has not yet been acted on.

RECOMMENDATION FOR NEW MOTION:

It is recommended that the Village Council authorize the Development Officer to provide a letter of commitment to the individual interested in developing a storage bin and vehicle storage area in Bawlf.

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: May 9, 2012
SUBJECT: Ratify New Offer to Purchase Lot 4A, Block 17, Plan 072-0313

PURPOSE:

The purpose of this memo is to ask the Village Council to ratify the adjusted offer for the purchase of Lot 4A, Block 17, Plan 072-3013 on Hanson Street.

BACKGROUND:

On May 8, 2012, the Village Manager received a phone call from Steve Haugen, Coldwell Banker, with new information regarding the Village's counter offer of \$32,000 + GST for the purchase of the vacant lot at #312 Hanson Street.

When the potential purchasers contacted their financial company to arrange for financing, the lender hired an appraiser to appraise the value of the house they planned to build as well as the vacant lot. The appraiser's report indicated that the value of the land was \$30,000. Therefore, the potential purchasers did not wish to pay more than that. The financing of the deal was amended to close May 9, 2012.

Therefore, the Council members were contacted for their thoughts and position regarding the price on May 8, 2012. Even though there was some reluctance, all four members of Council supported the Village accepting the \$30,000 + GST offer. Council is now asked to ratify that decision by passing a motion.

RECOMMENDATION:

It is recommended that the Village Council accept the counter offer of \$30,000 + GST for the purchase of Lot 4A, Block 17, Plan 072-0313.

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: May 9, 2012
SUBJECT: Drainage Ditch Update - Lot 12A, Block 14, Plan 042-3593

PURPOSE:

The purpose of this memo is to provide the Village Council with an update on the legal opinion obtained regarding the work completed by a resident on a section of the Village's drainage ditch.

BACKGROUND:

History:

- April 4, 2012 - work was taking place to lay a pipe into the bottom of the drainage ditch in the Village right-of-way in front of Lot 12A, Block 14, Plan 042-3593 (#305 Hanson Street).
- The owner did not approach the Village Council or Administration for approval to do the work in the front drainage ditch.
- The Public Works Director happened to be on site when the pipe was placed in the ditch and reported that he saw that it was placed in the very bottom of the ditch, thereby following the original slope of the ditch.
- Council asked the Administration to obtain a legal opinion regarding the work completed.

The Village Manager spoke with Jon Stolee from Farnham West Stolee LLP. Jon's comments are:

- He would be reluctant to write a maintenance agreement due to the fact it would be difficult to create something adequate, particularly if there was no engineering opinion to indicate the work completed would not alter the flow.
- Maintenance agreements are difficult to enforce.
- He suggests that the Village contact an engineering firm to give their professional opinion on the work done.
- The consequences of water back-up damage could be large.
- Should the house be put on the market, including a caveat on the land title regarding maintenance could cause difficulties for potential buyers and their lenders due to issues around liability.
- Jon's opinion is that the Village should do everything possible to ensure that the initial work is done properly.

The Village Manager also received comments from Anjah Howard, Camrose County Manager of Planning and Development, regarding some unanswered questions:

- Who will be responsible for cleaning the dirt and debris from the pipe when required? ANSWER – the Village because it is on Village property.
- Who is responsible for thawing the ice in the pipe should it freeze at any point during the spring thaw, causing water to back-up? ANSWER – technically, the Village.
- Is an 8" diameter pipe sufficient for allowing water to flow through, coming from 12" diameter culverts upstream? ANSWER – many municipalities have moved away from 8" pipe because of clogging with debris relatively more quickly than larger pipe, more difficulty to clean out than larger pipe and generally takes more regular maintenance than larger pipe.

- Who will be held liable if there are drainage issues and/or flooding that arises from the constriction and/or blockage of flow? (Anjah didn't address liability. My guess is that technically, the Village would be responsible.)
- Anjah also commented that because we have an overall drainage plan, the Village could request the removal of the pipe or request that it be replaced by larger pipe/culvert. Because the ditch is on Village property, the Village has the power and authority to get compliance to whatever level it feels is necessary.
- She also suggests that we inform anyone else that is considering doing something similar about what the process is and why the requirements are what they are.

What are the next steps that the Village should take in this regard?

ALTERNATIVES:

1. That the Village Council request that the 8" pipe be removed or replaced with a larger diameter pipe or culvert.
2. That the Village Council direct the Administration to acquire the professional opinion of an engineering firm familiar with surface drainage to assess the drainage situation along the west side of Hanson Street between Molstad and Martin Avenues.
3. That the Village Council retroactively approve the installation of the 8" pipe in the drainage ditch in front of Lot 12A, Block 14, Plan 042-3593 with the understanding that the Village will be responsible for the ongoing maintenance and liability due to any possible damages caused by water back-up or restricted flow.

RECOMMENDATION:

It is recommended that the Village Council direct the Administration to acquire the professional opinion of an engineering firm familiar with surface drainage to assess the drainage situation along the ~~west side of Hanson Street, between Molstad and Martin Avenues.~~

*North of Molstad Avenue, NE portion
Molstad to the bus barns.
from Hanson St to the bus barns.*

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: May 9, 2012
SUBJECT: 2011 Audited Financial Statement

PURPOSE:

The purpose of this memo is to present the 2011 Audited Financial Statement for approval by the Village Council.

BACKGROUND:

Brian King of Brian King Professional Corporation prepared the 2011 Audited Financial Statement for the Village of Bawlf and a copy is attached. For information, the cost to prepare the 2011 Audit came in as budgeted at \$6750 + GST plus \$150/hour for additional required non-audit services. There were no additional charges for non-audit services; therefore, the final invoice is \$6750 + GST.

Also attached is a copy of a letter from Brian with his recommendations to the Village. The Administration has discussed these and will be following up with the appropriate research and action.

ALTERNATIVES:

1. That the Village Council pass a motion to approve the Village of Bawlf's 2011 Audited Financial Statement as prepared by Brian King Professional Corporation.

RECOMMENDATION:

It is recommended that the Village Council pass a motion to approve the Village of Bawlf's 2011 Audited Financial Statement as prepared by Brian King Professional Corporation.

**Brian King Professional Corporation
Certified General Accountant**



April 19, 2012

Village of Bawlf
Box 40
Bawlf, Alberta
T0B 0J0

Attention: Council members

Dear Council Members:

At this time I would like to thank Lynn & Myrna for their co-operation throughout the audit. I would also like to make the following recommendations with regards to the Village.

- Minutes for October 20, 2011 not in minute book
- Procedures
 - Check stubs should be attached to the invoices that are being paid and approved for payment should have the appropriate staff member that approves payment and appropriate council member initial them.
 - Muniware should be set up for automatic posting of batches (utilities and cash receipts) to the general ledger. Without this, there is the opportunity for fraudulent activities to occur.
 - When completing bank reconciliations, it is useful to print out the general ledger for the bank account out as well and keep it with the reconciliation. In this way, if an entry is made to a prior month after the reconciliation is completed, it is easier to track what has happened.
- Bank statements are cutoff on the 15th of the month. This is highly unusual for municipalities, I would request to the bank that the cutoff be moved to the 31st of the month this will make bank reconciliations easier.
- When budgeting for land sales, you also need to budget for the cost of the lots to be sold at a cost for each lot of \$10,500 each.
- Firefighters T-4's should have only the actual amount paid up to a maximum of 1,000 included in box 87. The pay for firefighters should not attract any CPP deductions (they are not exempt but should not meet the 3,500 basic exemption)
- Insurance should be allocated to the various functions as to what was insured as well as allocating the liability portion.
- Allocations for salaries should be reviewed to ensure that they are apportioned appropriately to the various functions.

If you have any questions or concerns regarding this or any other matter, please feel free to contact myself.

Sincerely yours,

BRIAN KING PROFESSIONAL CORPORATION


Brian King, CGA
/bk

Item: 5.a)

VILLAGE OF BAWLF
FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2011

**Brian King Professional Corporation
Certified General Accountant**



INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of the Village of Bawlf:

Report on the Consolidated Financial Statements

I have audited the accompanying consolidated financial statements of the Village of Bawlf, which comprise the statement of financial position as at December 31, 2011, and the statements of operations, change in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on these consolidated financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion, the consolidated financial statements present fairly, in all material respects, the financial position of the Village of Bawlf as at December 31, 2011, the results of its operations, change in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

M.D. of Wainwright

April 19, 2011

A handwritten signature in blue ink, appearing to be "B. King", is written over the printed name and title.

Certified General Accountant

THE UNIVERSITY OF CHICAGO
LIBRARY



VILLAGE OF BAWLF

CONSOLIDATED STATEMENT OF FINANCIAL POSITION DECEMBER 31, 2011

	<u>2011</u>	<u>2010</u>
FINANCIAL ASSETS		
Cash (Note 2)	229,851	194,765
Term deposits (Note 2)	350,888	245,136
Taxes and grants in place of taxes (Note 3)	31,126	24,454
Trade and other receivables	25,507	21,965
Due from other governments	332,631	236,692
Notes receivable (Note 4)	10,000	11,250
Inventory held for resale	79,762	70,119
Other financial assets	70	70
	<u>1,059,835</u>	<u>804,451</u>
LIABILITIES		
Accounts payable and accrued liabilities	44,842	34,558
Deposits held in trust	1,294	1,294
Deferred revenue (Note 5)	705,105	505,418
Long term debt (Note 6)	47,789	52,749
	<u>799,030</u>	<u>594,019</u>
NET FINANCIAL ASSETS	<u>260,805</u>	<u>210,432</u>
NON-FINANCIAL ASSETS		
Tangible capital assets	<u>3,829,671</u>	<u>3,923,832</u>
ACCUMULATED SURPLUS (NOTE 9)	<u>4,090,476</u>	<u>4,134,264</u>

VILLAGE OF BAWLF

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2011

	Budget (unaudited)	2011	2010
REVENUE			
Net municipal property taxes (Schedule 3)	241,049	239,646	224,202
User fees and sales of goods	222,950	208,317	221,566
Penalties and costs on taxes	7,000	12,679	9,102
Licenses and permits	1,300	1,060	1,075
Fines	200	201	155
Investment income	200	2,541	310
Government transfers for operating	80,010	87,273	78,199
Other	17,800	680	3,697
	<u>570,509</u>	<u>552,397</u>	<u>538,306</u>
EXPENSES			
Legislative	21,800	14,602	22,295
Administration	166,100	164,263	158,828
Protective services	37,350	30,395	40,459
Transportation	55,500	78,540	46,849
Water supply and distribution	49,500	46,044	44,025
Wastewater treatment and disposal	27,570	32,689	46,976
Waste management	31,200	28,295	19,111
Public health and welfare	12,459	3,024	2,583
Planning and development	3,350	1,034	11,387
Recreation and culture	86,550	76,813	68,358
Culture	12,000	9,507	15,878
Amortization	-	124,736	136,588
Loss (gain) on disposal of assets	-	(4,000)	-
	<u>503,379</u>	<u>605,942</u>	<u>613,337</u>
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES BEFORE OTHER	67,130	(53,545)	(75,031)
OTHER			
Government transfers for capital (Schedule 4)	-	9,757	-
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	67,130	(43,788)	(75,031)
ACCUMULATED SURPLUS, BEGINNING OF YEAR	4,134,264	4,134,264	4,209,295
ACCUMULATED SURPLUS, END OF YEAR	<u>4,201,394</u>	<u>4,090,476</u>	<u>4,134,264</u>

VILLAGE OF BAWLF

CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS FOR THE YEAR ENDED DECEMBER 31, 2011

	Budget (unaudited)	2011	2010
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	67,130	(43,788)	(75,031)
Acquisition of tangible capital assets	(58,800)	(30,575)	(87,568)
Proceeds on disposal of tangible capital assets	-	4,000	-
Amortization of tangible capital assets	-	124,736	136,588
Loss on sale of tangible capital assets	-	(4,000)	-
	(58,800)	94,161	49,020
INCREASE IN NET FINANCIAL ASSETS	8,330	50,373	(26,011)
NET FINANCIAL ASSETS, BEGINNING OF YEAR	210,432	210,432	236,443
NET FINANCIAL ASSETS, END OF YEAR	218,762	260,805	210,432

VILLAGE OF BAWLF

CONSOLIDATED STATEMENT OF CASH FLOWS FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>2011</u>	<u>2010</u>
NET INFLOW (OUTFLOW) OF CASH RELATED TO THE FOLLOWING ACTIVITIES:		
OPERATING		
Excess of revenues over expenses	(43,788)	(75,031)
Non-cash items included in excess of revenue over expenses:		
Amortization of tangible capital assets	124,736	136,588
Loss on disposal of tangible capital assets	(4,000)	-
Non-cash charges to operations (net change):		
Decrease (increase) in taxes and grants in place of taxes	(6,672)	(21,761)
Decrease (increase) in due from other governments	(95,939)	(231,179)
Decrease (increase) in trade and other receivables	(3,542)	63,429
Decrease (increase) in inventory held for resale	(9,643)	(241)
Decrease (increase) in note receivable	1,250	1,250
Increase (decrease) in accounts payable and accrued liabilities	10,284	(36,155)
Increase (decrease) in deposits held in trust	-	400
Increase (decrease) in deferred revenue	199,687	227,275
	<u>172,373</u>	<u>64,575</u>
CAPITAL		
Acquisition of tangible capital assets	(30,575)	(87,568)
Sale of tangible capital assets	4,000	-
	<u>(26,575)</u>	<u>(87,568)</u>
INVESTING		
Decrease (increase) in term deposits	<u>(105,752)</u>	<u>(563)</u>
FINANCING		
Long-term debt repaid	<u>(4,960)</u>	<u>(5,034)</u>
CHANGE IN CASH AND EQUIVALENTS DURING THE YEAR	35,086	(28,590)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>194,765</u>	<u>223,355</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u><u>229,851</u></u>	<u><u>194,765</u></u>

VILLAGE C. BAWLF

SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS FOR THE YEAR ENDED DECEMBER 31, 2011 (Schedule 1)

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	2011	2010
BALANCE, BEGINNING OF YEAR	124,082	139,099	3,871,083	4,134,264	4,209,295
Excess (deficiency) of revenues over expenses	(43,788)	-	-	(43,788)	(75,031)
Unrestricted funds designated for future use	(10,294)	10,294	-	-	-
Restricted funds used for operations	-	-	-	-	-
Restricted funds used for tangible capital assets	-	-	-	-	-
Current year funds used for tangible capital assets	(30,575)	-	30,575	-	-
Annual amortization expense	124,736	-	(124,736)	-	-
Long term debt repaid	(4,960)	-	4,960	-	-
Change in accumulated surplus	35,119	10,294	(89,201)	(43,788)	(75,031)
BALANCE, END OF YEAR	159,201	149,393	3,781,882	4,090,476	4,134,264

VILLAGE OF BAWLF

CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS FOR THE YEAR ENDED DECEMBER 31, 2011 (Schedule 2)

	LAND	LAND IMPROVEMENTS	BUILDINGS	ENGINEERED STRUCTURES	MACHINERY AND EQUIPMENT	VEHICLES	2011	2010
COST:								
Balance - beginning of year	46,453	5	1,426,537	4,834,683	221,707	67,299	6,596,684	6,509,116
Acquisition of tangible capital assets	-	-	-	16,575	14,000	-	30,575	81,108
Construction in progress	-	-	-	-	-	-	-	6,460
Disposal of tangible capital assets	-	-	-	-	10,500	-	10,500	-
Balance - end of year	46,453	5	1,426,537	4,851,258	225,207	67,299	6,616,759	6,596,684
ACCUMULATED AMORTIZATION								
Balance - beginning of year	-	5	329,089	2,192,735	132,203	18,820	2,672,852	2,536,264
Annual amortization	-	-	28,462	74,592	18,582	3,100	124,736	136,588
Accumulated amortization on disposals	-	-	-	-	10,500	-	10,500	-
Balance - end of year	-	5	357,551	2,267,327	140,285	21,920	2,787,088	2,672,852
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	46,453	-	1,068,986	2,583,931	84,922	45,379	3,829,671	3,923,832
OPENING NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	46,453	-	1,097,448	2,641,948	89,504	48,479	3,923,832	

VILLAGE OF BAWLF

CONSOLIDATED SCHEDULE OF PROPERTY TAXES LEVIED FOR THE YEAR ENDED DECEMBER 31, 2011 (Schedule 3)

	Budget (Unaudited)	2011	2010
TAXATION			
Real property taxes	270,470	270,261	251,092
Linear property taxes	3,655	3,655	3,469
Government grants in place of property taxes	3,943	3,943	3,650
Special assessments	37,040	35,846	32,895
	<u>315,108</u>	<u>313,705</u>	<u>291,106</u>
REQUISITIONS			
Alberta School Foundation	<u>74,059</u>	<u>74,059</u>	<u>66,904</u>
NET MUNICIPAL TAXES	<u>241,049</u>	<u>239,646</u>	<u>224,202</u>

VILLAGE OF BAWLF

CONSOLIDATED SCHEDULE OF GOVERNMENT TRANSFERS FOR THE YEAR ENDED DECEMBER 31, 2011 (Schedule 4)

	Budget (Unaudited)	2011	2010
TRANSFERS FOR OPERATING			
Federal Government	2,400	1,967	2,464
Provincial Government	49,493	57,926	52,052
Local Governments	28,117	27,380	23,683
	<u>80,010</u>	<u>87,273</u>	<u>78,199</u>
TRANSFERS FOR CAPITAL			
Federal Government	-	9,757	-
	<u>-</u>	<u>9,757</u>	<u>-</u>
TOTAL GOVERNMENT TRANSFERS	<u>80,010</u>	<u>97,030</u>	<u>78,199</u>

VILLAGE OF BAWLF

CONSOLIDATED SCHEDULE OF EXPENDITURE BY OBJECT FOR THE YEAR ENDED DECEMBER 31, 2011 (Schedule 5)

	Budget (Unaudited)	2011	2010
Expenditures			
Salaries, wages and benefits	195,900	191,622	195,777
Contracted and general services	172,450	178,151	168,472
Purchases from other governments	2,950	2,212	2,156
Materials, goods and utilities	60,100	71,424	65,775
Transfers to local boards and agencies	69,009	37,791	42,984
Interest on capital long term debt	1,670	1,640	1,566
Other expenditures	1,300	2,366	19
Amortization of tangible capital assets	-	124,736	136,588
Loss on disposal of tangible capital assets	-	(4,000)	-
	<u>503,379</u>	<u>605,942</u>	<u>613,337</u>

VILLAGE OF BAWLW

SCHEDULE OF SEGMENTED DISCLOSURE FOR THE YEAR ENDED DECEMBER 31, 2011 (Schedule 6)

	General Government	Protective Services	Transportation services	Environmental Services	Public Health & Welfare	Planning & Development	Recreation & Culture	Total
REVENUE								
Net municipal property taxes (Schedule 2)	239,646	-	-	-	-	-	-	239,646
User fees and sales of goods	2,159	16,876	2,278	172,929	-	900	13,175	208,317
Penalties and costs on taxes	8,612	-	-	4,067	-	-	-	12,679
Licenses and permits	-	880	-	-	-	180	-	1,060
Fines	-	201	-	-	-	-	-	201
Investment income	2,541	-	-	-	-	-	-	2,541
Government transfers	18,394	21,120	-	30,894	-	-	16,865	87,273
Other	-	-	-	-	520	-	160	680
	<u>271,352</u>	<u>39,077</u>	<u>2,278</u>	<u>207,890</u>	<u>520</u>	<u>1,080</u>	<u>30,200</u>	<u>552,397</u>
EXPENSES								
Salaries, wages and benefits	112,148	7,744	29,443	-	-	-	42,287	191,622
Contracted and general services	55,950	14,273	24,951	77,505	414	-	5,058	178,151
Purchases from other governments	-	1,178	-	-	-	1,034	-	2,212
Materials, goods and utilities	8,401	7,200	24,146	19,859	-	-	11,818	71,424
Transfers to local boards and agencies	-	-	-	8,024	2,610	-	27,157	37,791
Interest on capital long term debt	-	-	-	1,640	-	-	-	1,640
Other expenditures	2,366	-	-	-	-	-	-	2,366
	<u>178,865</u>	<u>30,395</u>	<u>78,540</u>	<u>107,028</u>	<u>3,024</u>	<u>1,034</u>	<u>86,320</u>	<u>485,206</u>
NET REVENUE, BEFORE AMORTIZATION	<u>92,487</u>	<u>8,682</u>	<u>(76,262)</u>	<u>100,862</u>	<u>(2,504)</u>	<u>46</u>	<u>(56,120)</u>	<u>67,191</u>
AMORTIZATION AND DISPOSAL OF ASSETS								
Amortization of tangible capital assets	8,519	10,777	45,635	45,305	-	-	14,500	124,736
Loss on disposal of tangible capital assets	-	-	(4,000)	-	-	-	-	(4,000)
	<u>8,519</u>	<u>10,777</u>	<u>41,635</u>	<u>45,305</u>	<u>-</u>	<u>-</u>	<u>14,500</u>	<u>120,736</u>
NET REVENUE	<u>83,968</u>	<u>(2,095)</u>	<u>(117,897)</u>	<u>55,557</u>	<u>(2,504)</u>	<u>46</u>	<u>(70,620)</u>	<u>(53,545)</u>

VILLAGE OF BAWLF

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

1. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Village of Bawlf are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants.

Significant aspects of the accounting policies adopted by the village are as follows:

a) Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balances and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the village are, therefore accountable to the Council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

b) Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

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VILLAGE OF BAWLF

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

c) Use of Estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

d) Investments

Investments are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

e) Requisition Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

f) Inventories for Resale

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and levelling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under the respective function.

g) Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

VILLAGE OF BAWLF

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

h) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets for the year.

i. Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

	YEARS
Buildings	25-50
Engineered structures - other	15-40
Engineered structures - water system	35-75
Engineered structures - wastewater system	35-75
Land improvements	15-20
Machinery and equipment	5-20
Vehicles	3-20

One-half of the annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

ii. Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

iii. Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

iv. Inventories

Inventories held for consumption are recorded at the lower of cost and replacement cost.

v. Cultural and Historical Tangible Capital Assets

Works of art for display are not recorded as tangible capital assets but are disclosed.

VILLAGE OF BAWLF

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

2. CASH AND TERM DEPOSITS

	<u>2011</u>	<u>2010</u>
Included in cash and term deposits are amounts received from various grant funding programs that are held for use in accordance with the funding agreements. (Note 4)	400,532	265,409
Included in cash and term deposits are amounts designated by council for future expenses and tangible capital asset acquisitions. (Note 8)	149,393	139,099
Total restricted cash and term deposits	<u>549,925</u>	<u>404,508</u>
Total unrestricted cash and term deposits	<u>30,814</u>	<u>35,393</u>

3. TAXES AND GRANTS IN PLACE OF TAXES RECEIVABLES

	<u>2011</u>	<u>2010</u>
Current taxes and grants in place of taxes	26,294	20,527
Arrears taxes	4,832	3,927
	<u>31,126</u>	<u>24,454</u>

4. NOTE RECEIVABLE

	<u>2011</u>	<u>2010</u>
Village of Bawlf Public Library	<u>10,000</u>	<u>11,250</u>

The Village of Bawlf Public Library Board as pledged \$12,500 towards renovation costs of the library. The note receivable is interest free with annual payments of \$1,250 based on funding availability.

5. DEFERRED INCOME

Deferred income consists of the following:	<u>2011</u>	<u>2010</u>
Alberta Municipal Infrastructure Program	145,118	145,118
Federal Gas Tax	119,260	81,795
Municipal Sustainability Initiative - capital	313,850	154,969
Municipal Sponsorship	-	18,394
Basic Municipal Transportation Grant	114,982	92,542
Prepaid property taxes	11,895	12,600
	<u>705,105</u>	<u>505,418</u>

VILLAGE OF BAWLF

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

6. LONG TERM DEBT

	<u>2011</u>	<u>2010</u>	
ATB Financial	<u>47,789</u>	<u>52,749</u>	
Principal and interest payments are as follows:			
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2012	5,123	1,477	6,600
2013	5,292	1,308	6,600
2014	5,466	1,134	6,600
2015	5,647	953	6,600
2016	5,383	767	6,150
Thereafter	20,878	1,132	22,010
	<u>47,789</u>	<u>6,771</u>	<u>54,560</u>

Debt repayable to ATB Financial bears interest at prime plus 0.25% and matures in 2020 and is secured by the credit and security of the village at large.

The village's total cash payments for interest in 2011 were \$1,640 (2010 - \$1,566).

7. DEBT LIMITS

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/00 for the Village of Bawlf be disclosed as follows:

	2011	2010
Total debt limit	828,596	800,441
Total debt	47,789	52,749
Surplus debt limit	780,807	747,692
Debt servicing limit	138,099	133,407
Debt servicing	6,600	6,600
Surplus debt servicing	131,499	126,807

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities, which could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

VILLAGE OF BAWLF

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

8. EQUITY IN TANGIBLE CAPITAL ASSETS

	<u>2011</u>	<u>2010</u>
Tangible capital assets (Schedule 2)	6,616,759	6,596,684
Accumulated amortization (Schedule 2)	(2,787,088)	(2,672,852)
Long-term debt (Note 6)	(47,789)	(52,749)
	<u>3,781,882</u>	<u>3,871,083</u>

9. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	<u>2011</u>	<u>2010</u>
Unrestricted surplus	<u>159,201</u>	<u>124,082</u>
Restricted surplus		
Cenotaph	1,000	1,000
Recreation and parks	3,000	1,500
Fire department	36,929	28,135
General	108,464	108,464
	<u>149,393</u>	<u>139,099</u>
Equity in tangible capital assets	<u>3,781,882</u>	<u>3,871,083</u>
	<u>4,090,476</u>	<u>4,134,264</u>

10. SEGMENTED DISCLOSURE

The Village of Bawlf provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Refer to the Schedule of Segmented Disclosure (schedule 6)

VILLAGE OF BAWLF

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

11. SALARY AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for municipal officials, the chief administrative officer as required by Alberta Regulation 313/2000 is as follows:

	2011			2010
	Salary	Benefits & Allowances	Total	Total
Blatz, G	3,740	-	3,740	4,040
Blatz, R	1,806	-	1,806	195
Iwanus	-	-	-	3,910
Porter	420	-	420	3,980
Reinke	1,730	-	1,730	-
Robbins	3,005	-	3,005	1,405
Szott	-	-	-	1,955
Yuha	3,110	-	3,110	3,720
CAO	40,407	5,603	46,010	42,510

1. Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.
2. Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short-term disability plans, professional memberships and tuition.

12. CONTINGENCIES

The village is a member of the Alberta Municipal Insurance Exchange (MUNIX). Under the terms of the membership, the village could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

VILLAGE OF BAWLF

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

13. FINANCIAL INSTRUMENTS

The Village's financial instruments consist of cash and temporary investments, accounts receivable, investments, bank indebtedness, accounts payable and accrued liabilities, deposit liabilities and long-term debt. It is management's opinion that the village is not exposed to significant interest or currency risks arising from these financial instruments.

The village is subject to credit risk with respect to taxes receivable and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the village provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the fair value of these financial instruments approximates their fair value.

14. RECONCILIATION OF OPERATING RESULTS TO BUDGETING SYSTEM

The village has prepared its budget according to the former accounting standards that were in place prior to 2009 which tracked all municipal activities including capital projects and reserves for future use. The reconciliation below to encompass these items is provided for information purposes only to provide users with supplementary comparative information. It should not be used as a replacement for the consolidated statement of financial activities and accumulated surplus and users should note that this information may not be appropriate for their purposes.

	Budget (unaudited)	2011	2010
Excess of revenue over expenditures, per financial statements	67,130	(43,788)	(75,031)
Adjustments			
Amortization expense	-	124,736	136,588
Loss (gain) on disposal of tangible capital assets	-	(4,000)	-
Acquisition of tangible capital assets	(58,800)	(30,575)	(81,108)
Proceeds on disposition of tangible capital assets	-	4,000	-
Results of operations - previous methods	8,330	50,373	(19,551)
Net transfers (to) from reserves	-	(10,294)	30,948
Debenture repaid	(8,330)	(4,960)	(5,034)
Increase (decrease) in unrestricted surplus	-	35,119	6,363

15. COMPARITIVE FIGURES

Certain comparative figures have been restated to conform to the current year's presentation.

16. APPROVAL OF FINANCIAL STATEMENTS

Council and Management have approved these financial statements.

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: May 9, 2012
SUBJECT: Proclamation of Seniors' Week 2012

PURPOSE:

The purpose of this memo is to make a recommendation that Village Council proclaim June 4-10, 2012 as Seniors' Week.

BACKGROUND:

The Village received a letter from the Alberta Seniors Advisory Council for Alberta dated March 7, 2012 asking the Village to consider proclaiming June 4-10, 2012 as Seniors' Week. The proclamation is designed to encourage more communities to recognize this week and to generate greater awareness of the contributions seniors make in our communities.

ALTERNATIVES:

1. That the Village Council proclaim June 4-10, 2012 as Seniors' Week and mention the proclamation in the June 2012 Village Voice.

RECOMMENDATION:

It is recommended that the Village Council proclaim June 4-10, 2012 as Seniors' Week and mention the proclamation in the June 2012 Village Voice.

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: May 9, 2012
SUBJECT: Request to Park Trailer on Village Right-of-Way

PURPOSE:

The purpose of this memo is to forward a request from a resident to park his travel trailer on Village right-of-way adjacent to his property.

BACKGROUND:

Attached is a copy of an email from John and Emma Ward of #402 Macrae Street and a copy of the Village map showing the location of the right-of-way.

The right-of-way appears to be the start of a back alley. However, the MacKay property to the north prevents the right-of-way from being extended to become a back alley in the true sense. In the future, if development warrants, the Village may have a need or opportunity to punch the back alley all the way through to the north. There is no obvious need at this point in time.

Council may wish to also discuss terms and conditions regarding maintenance of the right-of-way. Perhaps an agreement can be drawn up at the same time that the existing curling rink property lease agreement between the Village and a resident is drafted for amendment.

ALTERNATIVES:

1. That the Village Council grant permission for the current owners of #402 Macrae Street to park their travel trailer on the Village right-of-way adjacent to their property to the east.
2. That the Village Council deny the request by the current owners of #402 Macrae Street to park their travel trailer on the Village right-of-way adjacent to their property to the east.

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Lynn Horbasenko

From: jtward@telus.net
Sent: May-02-12 9:55 AM
To: lhorbasenko@bawlf.com
Subject: Alleyway

Good morning lynn,

At the next council meeting, would you please pass on this request from Emma and myself, it's regarding the alley way to the East of our garage\driveway.

We as of now (and Gilchrist's in the past) have maintained the grassed area keeping the grass cut and keeping it neat and tidy, and now with the drainage swail eliminating access to motorized traffic, we are asking council:

Would it be possible to utilize that area to park our travel trailer there? Access would be made via our driveway and in no way would parking there jeopardise the intent of the new drainage system.

Our original plan was to access our yard from MacRae Street but with the ditch on two sides of our property and with it now being deeper it's out of the question. If you could pass this on to council it would be greatly appreciated.

Sincerely,

Emma & John Ward
402 MacRae Street
Bawlf, Alberta

Village Right-of-Way

B.R.R.D.

SOLES

WARD

STEINKE

LARENTE

REIMER

SWANSON

REIMER

SWANSON

REIMER

PORTER

DEMERCHANT

PORTER

DEMERCHANT

PORTER

VIVIER

BROWNELL

VIVIER

BROWNELL

MARTIN AVE

LOCK

LOCK

LOCK

LOCK

ALDRICH CONSTRUCTION LTD.

VILLAGE OF BAWLF

STACKARUK

VILLAGE OF BAWLF

KLUG

VILLAGE OF BAWLF

MARTIN

VILLAGE OF BAWLF

CRYSTAL INTERIORS

VILLAGE OF BAWLF

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Item: 5.c)

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: May 11, 2012
SUBJECT: Approval of the 2012 Operating and Capital Budget

PURPOSE:

The purpose of this memo is to present the Village of Bawlf 2012 Operating and Capital Budget for Council approval.

BACKGROUND:

The Village Council and Administration began the 2012 budget process with the first meeting being held on October 25, 2011 to discuss possible capital projects. Operating budget discussions occurred on December 6 and 12, 2011 with the passing of the 2012 Operating Interim Budget on December 19, 2011. An Interim 2012 Capital Budget has not been passed.

A copy of the proposed final 2012 Operating Budget is attached for approval. If any changes are made to the Operating Budget at this point, the changes will be required to be reflected in Bylaw #581/12 as well. A Capital Budget meeting is scheduled for May 15th. Perhaps the final 2012 Capital Budget could be approved on May 16th as well.

The more significant changes made since passing the Interim Budget in December include:

- 11.3% increase to the Education Tax. This resulted in a 0.282808 increase in the mil rate.
- The linear assessment decreased by \$58,690 due to East Link Cable no longer in Bawlf. Slight increase in mil rate.
- Insurance premiums increased by \$2400.
- Increase in the Daysland Drainage District Requisition from \$200 to \$750.
- Council motion to purchase new photocopier at a cost of \$4900. Also \$1600 for maintenance.
- Budgeted surplus of \$8800 in Water moved to Transfer to Capital (caused a slight increase in the mil rate).
- Slight increases in garbage, recycling and landfill costs.
- Public Works and Recreation Salaries – no change in total salaries/wages; just changed the split as initially approved by Council in December to budget all summer staff wages in Recreation.

ALTERNATIVES:

1. That the Village Council approve the 2012 Operating Budget of \$533,482 and Projects Budget of \$102,100 with an operating deficit of \$119,008 and a projects deficit of \$87,100 for a total deficit of \$206,108.
2. That the Village Council amend the 2012 Operating Budget and approve the amended version.
3. That the Village Council approve the 2012 Capital Budget if capital decisions are made on May 15th.

RECOMMENDATION:

It is recommended that the Village Council approve the 2012 Operating Budget of \$533,482 and Projects Budget of \$102,100 with an operating deficit of ~~\$119,008~~ and a projects deficit of ~~\$87,100~~ for a total deficit of \$206,108.

109,858

524,332

\$196,958



Village of Bawlf, Alberta

2012

FINAL Operating Budget

As approved by Council this _____ day of _____, 201__

Interim Budget passed December 19, 2011.

Mayor

Chief Administrative Officer

PROPERTY TAX CALCULATION

VILLAGE OF BAWLF

Fiscal Year January 1 - December 31, 2012

		% Bud Chg 2011 to 2012	2012 BUDGET	2011 ACTUAL	2011 BUDGET
MUNICIPAL					
General Municipal Expenditures		-1.78%	635,582		647,068
Less: General Municipal Revenue		-4.00%	429,474		447,359
Difference:			206,108		199,709
TAX LEVY for General Municipal Purposes:	% Increase(decrease)	3.20%	206,108		199,709
	6,399				
Total Assessment	2012 Total Assmt Decrease	-0.01%	29,839,990		29,841,550
RESIDENTIAL Municipal Assessment	2012 Res. Assmt Decrease	0.06%	27,229,360	-5%	27,212,570
NON-RESIDENTIAL Municipal Assessment		1.77%	2,291,430	13%	2,251,620
LINEAR Assessment		-16.02%	307,690	-8%	366,380
Machinery & Equipment		4.83%	11,510	-12%	10,980
	2012 Non-Res. Assessment Increase	-0.70%	2,610,630	10%	2,628,980
RESIDENTIAL MUNICIPAL TAX RATE:		3.21%	0.006907107		0.006692313
NON-RESIDENTIAL MUNICIPAL TAX RATE:		3.21%	0.006907107		0.006692313
Planning * Add this expense to the planning function for 2011					
Requisition - (Residential & Non-Residential)			1050		1050
Municipal Assessment			29,828,480		29,830,570
Planning Requisition TAX RATE:			0.000035		0.000035
ASFF - EDUCATION					
School Requisition - Residential			72,993		65,461
School Requisition - Non-Residential			9,430		8,598
Municipal Assessment - Residential (without senior's housing)	596,440		26,632,920		26,623,450
Municipal Assessment - Non-Residential (No M&E)			2,599,120		2,618,000
EDUCATION TAX RATE -Residential:	0.000282	11.47%	0.002740706	30.27%	0.002458772
EDUCATION TAX RATE -Non-Residential:	0.000344	10.47%	0.003628151	-7.70%	0.003284186
COMBINED TAX RATE -Residential:		5.43%	0.0096478		0.0091511
COMBINED TAX RATE -Non-Residential:		5.60%	0.0105353		0.0099765
TAX RATE EXPRESSED IN MILLS - Residential:	Mill Increase	Percent	9.647813		9.151086
	0.49673	5.43%			
TAX RATE EXPRESSED IN MILLS - Non-Residential:	0.55876	5.60%	10.5352579		9.976499636

Mill Rate Check 2012:	RESIDENTIAL	256,949.42
	Res - Sanden Court	4,120
	Non-RESIDENTIAL	27,382.40
	M & E	80
	TOTAL TAX DOLLARS:	288,531.00

TOTAL TAX DOLLARS REQUIRED 2011:		
General Municipal	206,108.00	71%
ASFF	82,423.00	29%
Total	288,531.00	100%

difference -

**Village of Bawlf
2012 Operating Budget**

Summary of Revenue & Expenditures

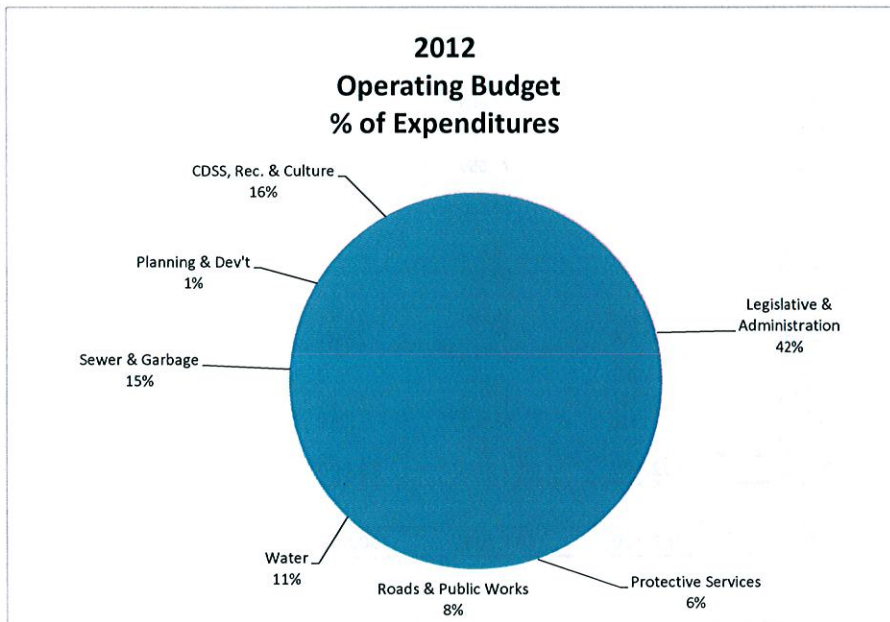
Revenue:

Department	2012		2011	
	Operating	Projects	Operating	Projects
Legislative & Administration	145,465	0	122,193	0
Protective Services	28,250	0	33,407	0
Roads & Public Works	25,800	0	26,900	0
Water	79,400	0	76,600	0
Sewer & Garbage	101,200	0	100,900	0
Planning & Development	400	0	34,500	0
CDSS, Recreation & Culture	33,959	15,000	32,859	20,000
TOTAL REVENUE:	414,474	15,000	427,359	20,000

Expenditures:

Department	2012		2011	
	Operating	Projects	Operating	Projects
Legislative & Administration	265,523	0	265,259	0
Protective Services	38,100	0	37,350	0
Roads & Public Works	52,150	0	55,800	0
Water	37,200	42,200	49,500	27,100
Sewer & Garbage	52,700	43,400	67,100	29,400
Planning & Development	1,250	0	3,350	0
CDSS, Recreation & Culture	86,559	16,500	90,709	21,500
TOTAL EXPENDITURES:	533,482	102,100	569,068	78,000

SURPLUS (DEFICIT)	-119,008	-87,100	-141,709	-58,000
NET Surplus (Deficit) CORE + PROJECTS =		-206,108		-199,709



Village of Bawlf

2012 OPERATING BUDGET

DETAILED SUMMARY OF REVENUES & EXPENDITURES

Revenue / Expense:

Account Description	2012		2011	
	Operating	Projects	Operating	Projects

REVENUES

00	General Revenue	94,323	-	82,559	-
12	Administration	51,142	-	39,634	-
21	Policing	-	-	-	-
23	Fire Department	26,550	-	32,407	-
24	Ambulance & Emergency	-	-	-	-
26	Bylaw	1,700	-	1,000	-
32	Roads & Public Works	25,000	-	26,100	-
56	Cemetery	800	-	800	-
41	Water	79,400	-	76,600	-
42	Sewer	65,600	-	65,300	-
43	Garbage	35,600	-	35,600	-
61	Planning & Development	400	-	34,500	-
51	CDSS	9,559	15,000	9,559	20,000
72	Recreation	24,300	-	23,300	-
74	Cultural	100	-	-	-
TOTAL Revenues		414,474	15,000	427,359	20,000

Revenue / Expense:

Account Description	2012		2011	
	Operating	Projects	Operating	Projects

EXPENDITURES

General Government

11	Council	11,400	-	21,800	-
12	Administration	169,200	-	166,900	-
19	General Government	-	-	-	-
97	Contingencies	84,923	-	76,559	-
21	Policing	-	-	-	-
23	Fire Department	30,400	-	30,550	-
24	Ambulance & Emergency	-	-	-	-
26	Bylaw	7,700	-	6,800	-
32	Roads & Public Works	51,550	-	55,500	-
56	Cemetery	600	-	300	-
41	Water	37,200	42,200	49,500	27,100
42	Sewer	22,200	43,400	35,900	29,400
43	Garbage	30,500	-	31,200	-
61	Planning & Development	1,250	-	3,350	-
51	CDSS	12,059	15,000	12,159	20,000
72	Recreation	60,150	1,500	66,550	1,500
74	Cultural	14,350	-	12,000	-
TOTAL Expenditures		533,482	102,100	569,068	78,000

NET SURPLUS (LOSS)	(119,008)	(87,100)	(141,709)	(58,000)
---------------------------	------------------	-----------------	------------------	-----------------

(206,108)

(199,709)

Budget 2012:

Revenue

145,465 Legislative & Administration
28,250 Protective Services
25,800 Roads & Public Works
79,400 Water
101,200 Sewer & Garbage
400 Planning & Development
48,959 CDSS, Recreation & Culture

429,474

Expense

265,523 Legislative & Administration
38,100 Protective Services
52,150 Roads & Public Works
79,400 Water
96,100 Sewer & Garbage
1,250 Planning & Development
103,059 CDSS, Rec. & Culture

635,582

Village of Bawlf 2012 Operating Budget						
Revenue/Expenditure by Department			chges made after Interim Budget passed			
Legislative (Council) & Administration						
Revenue:			unaudited			
chk codes			2012	31-Dec	2011	
	Account Description		Operating	Projects	Actual	Operating Projects
Revenue: TAXES						
	General Municipal Taxes					
1-00-110	Residential					
1-00-111	MIN TAX Residential (Vacant)	4,000				4,300
1-00-112	Commercial					
1-00-113	Commercial (Vacant)	900				
1-00-114	Industrial					
1-00-115	Agricultural					
1-00-190	Linear					
1-00-240	Grants in Lieu					
1-00-120	ASFF School Requisition					
	Residential	72,993				65,461
	Non-Residential	9,430				8,598
	Sub-Total Taxes REV	87,323	-	-	-	78,359 -
Revenue: GENERAL						
1-00-510	Penalties & Costs on Taxes	7,000				4,000
1-00-550	Return on Investments	0				200
1-00-560	Rentals					
	Government Transfers					
1-00-830	Federal Grants					
1-00-850	County Grants					
1-97-920	Transfer from Operating Reserves					
	Sub-Total General REV	7,000	-	-	-	4,200 -
Revenue: ADMINISTRATION						
1-12-410	Sale of General Services	2,100				2,500
1-12-522	Business Licenses					
1-12-560	Rentals & Leases					
1-12-590	Insurance Recovery					-
	General Debenture proceeds					
1-12-741	Fines and Costs					
1-12-740	Provincial Unconditional Grants	-				
1-12-840	Provincial Conditional Grants					
	MSI Capital - see Capital TAB					
	MSI Operating	49,042				37,134
	Mun Sponsorship Grant					
	2007 MSI Capital carry fwd					
	2008 MSI Capital carry fwd					
	County 2007 - MSI					
	2007 Mun Sponsorship					
1-12-920	Transfer from Operating Reserves					
1-12-940	Transfer from Capital Reserves					
	Sub-Total Administration REV	51,142	-	-	-	39,634 -
					actual	budget
TOTAL Revenues - Legislative & Administration			145,465	-	-	122,193 -

Village of Bawlf						
2012 Operating Budget						
Expenditures:						
		2012			2011	
Account Description		Operating	Projects	Actual	Operating	Projects
COUNCIL						
2-11-150	Council Remuneration	10,200			18,100	
2-11-130	Council - Payroll Deductions	-			400	
2-11-211	Council Travel & Subsistence	700			1,800	
2-11-214	Council Professional Development	500			1,500	
2-11-221	Council Other (Advert & Promo)					
2-11-235	Council - Strategic Planning/Orientation					
	Sub-Total Legislative EXP	11,400	-	-	21,800	-
ADMINISTRATION						
2-12-110	Salaries (incl Employee's Deductions)	98,200			98,700	
	CAO (3 days/week)					
	Office Admin (4 days/week)					
	Comm Coor (2 days/week)					
2-12-130	Admin - Payroll Deductions					
2-12-131	Employee Benefits					
2-12-211	Travel & Subsistence	1,400			900	
2-12-214	Memberships & Professional Dev't	2,400			2,700	
2-12-215	Freight & Postage	400			900	
2-12-217	Telephone	4,400			4,800	
2-12-220	Advertising & Printing	2,000			2,700	
2-12-225	Village Promotions	700			900	
2-12-230	Professional & Consulting Services	-			-	
2-12-231	Auditing Services	9,000			16,000	
2-12-232	Assessment Services	4,800			4,400	
2-12-233	Regional Assessment Review Board	400			400	
2-12-234	Legal Fees	500			500	
2-12-237	Municipal Software	-				
	General Consulting					
2-12-250	Office Repairs & Maintenance	1,000			700	
	Tank Remediation (2007)					
2-12-250A	Office Renovations					
	Office Renovations - contingency					
2-12-253	Technical Support	5,400			3,400	
2-12-258	Office Janitorial Contract	1,400				
2-12-263	Equipment Lease					
2-12-274	Insurance (incl WCB)	18,400			14,000	
2-12-291	Contracted & Custom Work					
	Janitorial Contract					
	Tangible Capital Assets reporting					
2-12-341	Land Titles Services	200			200	
2-12-510	Office Supplies	5,400			5,900	
2-12-511	Miscellaneous	1,900			1,300	
2-12-519	Other Services - Municipal Intern	3,500			5,400	
2-12-540	Utilities	2,600			2,300	
2-12-810	Bank Charges					
2-12-000	Other Administration					
2-12-762	Transfer to Capital Functions					
	Kyocera copier/print/scan/fax	4,900				
	sm table, radio, historic displays	300			800	
	building signage					
	desk, filing, win. cov., radio					
	alarm system					
	phone system					
	after hours mail drop					
2-12-764	Transfer to Operating Reserves					
2-12-831	Debenture Interest Payment					
2-12-832	Debenture Principal Payment					
2-12-910	Tax Cancellations					
2-12-920	Write Off Bad Debts					
	Admin Amortization?? (as per auditors)					
	Sub-Total Administration EXP	169,200	-	-	166,900	-

Expenditures:		2012		2011		
Account Description		Operating	Projects	Actual	Operating	Projects
GENERAL GOVERNMENT						
2-19-274	General Government (Insurance)					
2-19-150	Election Fees					
2-19-214	Training					
2-19-221	Advertising					
2-19-514	Staff Functions & Supplies					
2-19-770	Grants to non-govt organizations					
	Sub-Total General Government EXP					
REQUISITIONS & CONTINGENCIES						
2-13-750	ASFF School Requisition					
	Residential	72,993			65,461	
	Non-Residential	9,430			8,598	
2-97-990	General Contingency	2,500			2,500	
	Sub-Total Requisitions & Contingency	84,923	-	-	76,559	-
TOTAL Revenue Legislative & Administration		145,465	-	-	122,193	-
TOTAL Expenses Legislative & Administration		265,523	-	-	265,259	-
	Net for Leg. & Admin.: surplus (deficit)	(120,058)	-	-	(143,066)	-
	Total Core + Projects		(120,058)	-		(143,066)
				actual		budget

Village of Bawlf					
2012 Operating Budget					
Revenue/Expenditure by Department		chges made after Interim Budget passed			
Protective Services					
Revenue / Expense:		unaudited			
chk codes		2012	31-Dec	2011	
Account Description		Operating	Projects	Actual	Operating Projects
FIRE FIGHTING Revenue					
1-23-110	Fire Services & Equipment Tax (\$7200)	7,000			7,040
1-23-410	Fire Fighting Fees Charged to County	4,000			7,000
	Donations				
1-23-411	Motor Veh Accident Fees Charged	1,000			1,000
1-23-412	Mutual Aide Provided	500			500
	Received from other Govt - Camrose County				
	Operating				
	New Fire Agreement				
1-23-430	Fire Expenses Recovered fr Camrose County	1,250			1,250
1-23-570	Fire Department Donations				
1-23-840	Provincial Conditional Grants				
1-23-850	County Grant - Shared Service	8,200			11,017
1-23-851	Training	1,000			1,000
1-23-852	Pager Maintenance	500			500
1-23-853	Firefighter Insurance	100			100
1-23-854	PPE (Personal Protective Equip't)	2,000			2,000
1-23-855	County Vehicle R & M	1,000			1,000
1-23-920	Transfer from Operating Reserves				
1-23-940	Transfer from Capital Reserves				
	Fire Debenture				
	Sub-Total Fire Services REV	26,550	-	-	32,407
FIRE FIGHTING Expense					
2-23-148	In-Service Training	1,200			1,200
2-23-159	Honorariums - Annual & Hourly	6,900			6,900
2-23-211	Travel & Subsistence	900			1,200
2-23-214	Memberships & Professional Development	800			200
2-23-215	Freight & Postage	50			50
2-23-217	Telephone	1,300			1,500
2-23-220	Advertising & Printing	100			100
2-23-225	Public Relations & Promotions	500			500
2-23-250	Fire Hall Repairs & Maintenance	400			500
2-23-251	Village Truck Repairs	800			1,000
2-23-252	County Truck Repairs	1,000			1,000
2-23-253	Pager - Repair & Maintenance	750			1,200
2-23-254	PPE - Repair & Maintenance	6,500			6,500
	Materials, Supplies, Repair & Maint.				
2-23-270	Contracted Services	100			100
2-23-274	Insurance Premiums (FF's, Building, Vehicles)	1,400			1,400
2-23-510	Goods & Supplies	1,000			1,000
2-23-512	Small Equipment purchases	400			400
2-23-521	Fuel and Lube	800			800
2-23-523	Equipment Supplies & Parts				
2-23-540	Utilities - Power	2,300			1,800
2-23-541	Utilities - Natural Gas	1,500			1,500
	Contracted Services				
2-23-750	Fire Dispatch Agreement	1,200			1,200
2-23-587	Media Materials & training supplies				
	Transfers to Other Local Gov't				
2-23-751	Mutual Aid Response Charges	500			500
2-23-762	Transfers to Capital Functions				
	Capital Reserve - Vehicles				
2-23-764	Capital Reserve - Equipment				
	Capital Reserve - Fire Hall Building				
2-23-764	Transfers to Operating Reserves				
2-23-770	Grants to Non-Gov't Organizations				
2-23-830	Debenture payments (vehicle & building)				
2-23-831	Interest				
	Fire - Amortization (as per auditors)??				
	Miscellaneous (as per auditors)??				
	Sub-Total Fire Services EXP	30,400	-	-	30,550
	Net for Fire Services: surplus (deficit)	(3,850)		-	1,857
				actual	budget

		2012		2011	
Account Description		Operating	Projects	Actual	Operating
					Projects
BYLAW SERVICES					
REVENUE					
1-26-000	Bylaw Services				
1-26-525	Dog Licenses	1,500			800
1-26-777	Cat Licenses				
1-26-530	Animal Control Fines	200			200
	Sub-Total Bylaw REV	1,700	-	-	1,000
BYLAW SERVICES					
EXPENSE					
2-26-110	Salaries /Contracted Services				
2-26-130	Employer Benefits				
2-26-270	Bylaw Enforcement Officer	7,000			6,500
2-26-230	Animal Control Fees				
2-26-234	Legal Fees	400			
2-26-291	Custom Work - Veterinary fees				
2-26-510	Bylaw Supplies	300			300
	Sub-Total Bylaw EXP	7,700	-	-	6,800
	Net for Bylaw: surplus (deficit)	(6,000)	-	-	(5,800)
				actual	budget
TOTAL Revenue Protective Services		28,250	-	-	33,407
TOTAL Expenses Protective Services		38,100	-	-	37,350
	Net for Protective Services: surplus (deficit)	(9,850)	-	-	(3,943)
	Total Core + Projects		(9,850)	-	(3,943)

2012 Operating Budget					
Revenue/Expenditure by Department		chges made after Interim Budget passed			
Roads & Public Works					
Revenue / Expense:			unaudited		
		2012	31-Dec	2011	
Account Description	Operating	Projects	Actual	Operating	Projects
ROADS & PUBLIC WORKS					
REVENUE					
1-32-110 Street Improvement Tax	24,500			25,600	
1-32-410 Sale of Goods & Services	500			500	
1-32-560 Rental & Lease Revenue					
1-32-590 Other Revenues					
1-32-600 Sale of Fixed Assets					
1-32-830 Federal Conditional Grants					
Federal Gas Tax Program					
1-32-840 Provincial Conditional Grants					
AMIP					
MSI - Capital 2012					
SIP 2011					
SIP (deferred 2010 and 2011)					
SIP (deferred 2006, 2007, 2008, 2009)					
AMIP (deferred from 2009)					
1-32-920 Transfer from Operating Reserves (Bobcat purchase)					
Grants from other non-govt (Bawlf Recreation Board)					
1-32-920 Transfer from Operating Reserves					
Sub-Total Roads REV	25,000	-	-	26,100	-
ROADS & PUBLIC WORKS					
EXPENSE					
2-32-110 Salaries (incl Employee's Deductions)	18,500			27,100	
2-32-125 Salaries - STEP					
2-32-130 Payroll Deductions					
2-32-131 Employee Benefits					
2-32-211 Travel & Subsistence					
2-32-214 Memberships, Conferences & PD					
2-32-215 Freight & Postage					
2-32-217 Telephone	400			400	
2-32-221 Advertising & Promotion					
2-32-230 Professional Consulting					
2-32-250 Roadway Repairs & Maintenance	4,000			3,000	
Sidewalk replacements					
Rebuild Macrae Street					
2-32-252 Road Maintenance - contract with non-Gov't					
2-32-255 Repair & Maintenance - Vehicles & Equipment					
2-32-260 Rental of Machinery & Equipment (Including internet)					
2-32-270 Contracted Services	3,000			4,000	
2-32-274 Insurance Premiums					
2-32-510 Goods & Supplies	10,000			8,000	
2-32-512 Clothing & Safety Boots					
2-32-521 Fuel & Lube	2,100			2,100	
2-32-523 Equipment & Vehicle Parts & Supplies					
2-32-530 Construction & Maintenance Supplies					
2-32-540 Utilities - street lights	12,300			10,200	
2-32-200 Roads - Other (gravel)					
2-32-762 Transfer to Capital Functions					
Sidewalk, 1-ton truck, etc.					
Capital Equipment Reserve					
2-32-764 Transfer to Operating Reserves					
2-32-820 Debenture Interest Payment					
Macrae Street					
Debenture Principal Payment					
Macrae Street					
2-37-250 Drainage Repairs & Maintenance	500			500	
2-37-750 Requisition - Daysland Drainage	750			200	
Public Works Amortization (as per auditors)??					
Sub-Total Roads EXP	51,550	-	-	55,500	-
Net for Roads: surplus (deficit)	(26,550)	-	-	(29,400)	-
			actual	TOTAL=	(29,400)
					budget
Revenue / Expense:					
	2012			2011	
Account Description	Operating	Projects	Actual	Operating	Projects

CEMETERY						
REVENUE						
1-56-000	Cemetery Revenue				500	
1-56-410	Sale of Cemetery Plots	200			200	
1-56-570	Cemetery Donations	100			100	
1-56-571	Cemetery Maintenance Revenue	500				
1-56-840	Provincial Conditional Grants					
	Sub-Total Cemeteries REV	800	-	-	800	-
CEMETERY						
EXPENSE						
2-56-110	Salaries					
2-56-130	Employer Benefits					
2-56-138	Vacation Pay					
2-56-250	Cemetery Repairs & Maintenance	300			300	
2-56-274	Insurance Premiums					
2-56-291	Custom Work					
2-56-510	General Goods & Services	300				
2-56-521	Fuel & Lube					
2-56-000	Cemeteries - Other					
2-56-762	Transfer to Capital Functions					
2-56-764	Transfer to Operating Reserves					
	Sub-Total Cemeteries EXP	600	-	-	300	-
	Net for Cemeteries: surplus (deficit)	200	-	-	500	-
				actual	budget	
TOTAL Revenue Roads & Public Works						
		25,800	-	-	26,900	-
TOTAL Expenses Roads & Public Works						
		52,150	-	-	55,800	-
	Net for Roads & Public Works: surplus (deficit)	(26,350)	-	-	(28,900)	-
	Total Core + Projects		(26,350)	-		(28,900)
				actual		budget

Village of Bawlf 2012 Operating Budget						
Revenue/Expenditure by Department			chges made after Interim Budget passed			
Water Utility Services						
Revenue / Expense:			unaudited			
			2012	31-Dec	2011	
Account Description	Operating	Projects	Actual	Operating	Projects	
Revenue						
WATER SUPPLY & DISTRIBUTION						
1-41-410 Monthly Water Fees	75,600			73,500		
W & S Receivable						
1-41-412 Bulk Water Sales	2000			1600		
1-41-511 Water Penalties	1800			1500		
1-41-840 Provincial Conditional Grants						
Federal NDCC?						
To install water meters?						
1-41-920 Transfer from Operating Reserves						
Total Water REV	79,400	-	-	76,600	-	
Expense						
WATER SUPPLY & DISTRIBUTION						
2-41-110 Salaries (incl Payroll Deductions)						
Additional Casual						
2-41-130 Receiver General - Deductions						
2-41-211 Travel & Subsistence	600			1900		
2-41-214 Memberships & Professional Development	400			800		
2-41-215 Freight						
2-41-216 Postage						
2-41-217 Telephone	1,100			1,200		
2-41-221 Advertising & Promotion						
2-41-224 Municipal Memberships						
2-41-230 Professional & Consulting Services	200			200		
Water Chemical analysis						
2-41-240 Customer Billing	800			600		
2-41-250 Repairs & Maintenance	800			1,600		
Replace Water on Macrae						
Reservoir Roof Repairs						
Replace 2 hydrants				12,800		
2-41-260 Rental of Machinery & Equipment						
2-41-270 Water - Contract	4,500			5,200		
Additional Hours	200					
2-41-274 Insurance Premiums						
2-41-291 Custom Work / Contracted Services						
2-41-510 Goods & Supplies	4,900			2,000		
2-41-520 Small Equipment						
2-41-531 Chemicals & Salts etc.						
2-41-540 Utilities	10,500			10,000		
2-41-750 Requisition - SMRWSC	13,200			13,200		
2-41-000 Water - Other						
2-41-762 Transfer to Capital Functions		42,200			27,100	
Fire Hydrants repairs						
Replace Water Lines - Macrae						
Transfer to capital reserve - Water						
2-41-764 Transfer to Operating Reserves						
2-41-831 Debenture Interest Payment						
Macrae Street Water Lines						
2-41-832 Debenture Principal Payment						
Macrae Street Water Lines						
2-41-920 Utility Write Offs						
Water System Amortization (as per auditors)??						
Total Water EXP	37,200	42,200	-	49,500	27,100	
TOTAL Revenue Water Utility	79,400	-	-	76,600	-	
TOTAL Expenses Water Utility	37,200	42,200	-	49,500	27,100	
Net for Water: surplus (deficit)	42,200	(42,200)	-	27,100	(27,100)	
Total Core + Projects		-	actual		-	budget

Village of Bawlf 2012 Operating Budget						
Revenue/Expenditure by Department						
Sewer & Garbage Services		chges made after Interim Budget passed				
Revenue / Expense:				unaudited		
Account Description		2012		31-Dec	2011	
		Operating	Projects	Actual	Operating	Projects
REVENUE						
SEWER						
1-42-410	Monthly Sewer Fees	63,800			63,800	
1-42-511	Sewer Penalties	1,800			1,500	
1-42-590	Other Revenue Own Sources					
1-42-830	Federal Conditional Grants					
1-42-840	Provincial Conditional Grants					
1-42-920	Transfer from Operating Reserves					
	Borrowing for EcoLiner					
	Sub-Total Sewer REV	65,600	-	-	65,300	-
SEWER EXPENSE						
2-42-100	GST Expense					
2-42-100	Salaries (incl Payroll Deductions)					
2-42-130	Receiver General - Deductions					
2-42-211	Travel & Subsistence	600			800	
2-42-214	Memberships, Conferences & PD	400				
2-42-215	Freight & Postage					
2-42-217	Telephone	1000			1100	
2-42-221	Advertising & Promotion					
2-42-230	Professional & Consulting Services				10,400	
	James Marr - Infrastructure Management					
2-42-240	Customer Billing	800			600	
2-42-250	Repairs & Maintenance	3300			1900	
	Replace Sewer on Macrae					
	Lift Station upgrades					
	Lagoon repairs					
2-42-260	Rental of Machinery & Equipment					
2-42-270	Sewer - Contract	4500			5200	
	Additional Hours	200				
2-42-274	Insurance Premiums	1300			1300	
2-42-291	Custom Work / Contracted Services					
	Sewer Cleaning					
2-42-510	Goods & Supplies	900			1000	
2-42-531	Chemicals & Salts etc.					
2-42-540	Utilities	4400			3600	
2-42-000	Sewer - Other					
2-42-762	Transfer to Capital Function					
	Replace Sewer Lines - Macrae					
	Lift Station upgrade					
	Transfer to Capital Reserve		43,400			29,400
2-42-764	Transfer to Operating Reserves					
	Waste & Sewer Ammortization (as per auditors)??					
2-42-830	Debenture Interest Payment - Lagoon					
	Debenture Interest Payment - Lift Station					
	Debenture Interest Payment - Macrae Sewer					
2-42-832	Debenture Principal Payment - Lagoon	4800			4000	
	Debenture Principal Payment - Lift Station					
	Debenture Principal Payment - Macrae Sewer				6000	
	Sub-Total Sewer EXP	22,200	43,400	-	35,900	29,400
	Net for Sewer: surplus (deficit)	43,400	(43,400)	-	29,400	(29,400)
	Total Core + Projects		-	-		-
				actual		budget

Revenue / Expense:						
		2012		2011		
Account Description		Operating	Projects	Actual	Operating	Projects
GARBAGE						
REVENUE						
1-43-410	Monthly Garbage Fees @ \$12/month	24,600			24,600	
1-43-840	Provincial Conditional Grants					
1-43-930	Transfer from Operating Function					
1-44-410	Monthly Recycling Fees - Can Pak Env. Borrowing	11,000			11,000	
	Sub-Total Garbage REV	35,600	-	-	35,600	-
GARBAGE & LANDFILL						
EXPENSES						
2-43-110	Salaries					
2-43-130	Employer Benefits					
2-43-138	Vacation Pay					
2-43-211	Travel & Subsistence					
2-43-214	Memberships, Conferences & PD					
2-43-215	Freight					
2-43-216	Postage					
2-43-217	Telephone					
2-43-221	Advertising & Promotion					
2-43-230	Professional Services (Legal, Engineering)					
2-43-250	Repairs & Maintenance					
2-43-260	Rental of Machinery & Equipment				800	
2-43-270	Garbage - Contract	19,200			16,700	
2-43-274	Insurance Premiums					
2-43-350	Landfill Fees	600			200	
2-43-510	Goods & Supplies					
2-43-520	Equipment & Machinery Supplies					
2-43-521	Fuel & Lube					
2-43-000	Garbage - Other					
2-43-762	Transfer to Capital Functions					
	Landfill environmental study					
	Landfill Testing & Monitoring?					
	Transfer to Capital Reserve					
2-43-764	Transfer to Operating Reserves					
2-43-831	Debenture Interest Payment					
2-43-832	Debenture Principal Payment					
2-44-350	Recycling Charges	10,700			13,500	
	Sub-Total Garbage EXP	30,500	-	-	31,200	-
	Net for Garbage/Recycling: surplus(deficit)	5,100	-	-	4,400	-
			5,100			
TOTAL Revenue Sewer & Garbage		101,200	-	-	100,900	-
TOTAL Expenses Sewer & Garbage		52,700	43,400	-	67,100	29,400
Net for Sewer & Garbage: surplus (deficit)		48,500	(43,400)	-	33,800	(29,400)
Total Core + Projects			5,100	-		4,400
				actual		budget

Village of Bawlf 2012 Operating Budget						
Revenue/Expenditure by Department						
Planning & Development		chges made after Interim Budget passed				
Revenue / Expense:		unaudited				
Account Description		2012		31-Dec	2011	
		Operating	Projects	Actual	Operating	Projects
<u>Economic Development Revenue</u>						
1-15-000	Economic Development Revenue					
	Sub-Total Ec. Development REV	-	-	-	-	-
<u>Economic Development Expense</u>						
2-15-211	Travel & Subsistence					
2-15-214	Memberships, Conference & Pr. Dev					
2-15-221	Advertising & Promotion					
2-15-224	Municipal Memberships					
2-15-239	Professional Fees					
2-15-762	Transfer to Capital Function					
	Sub-Total Economic Development EXP	-	-	-	-	-
Revenue / Expense:						
Account Description		2012		Actual	2011	
		Operating	Projects	Actual	Operating	Projects
<u>PLANNING & DEVELOPMENT Revenue</u>						
1-61-410	Development Permits & Charges	400			500	
	Sub-Total Planning & Dev't REV	400	-	-	500	-
<u>PLANNING & DEVELOPMENT Expense</u>						
2-61-110	Salaries					
2-61-130	Employer Benefits					
2-61-138	Vacation Pay					
2-61-159	Fee for service					
2-61-211	Travel & Subsistence					
2-61-214	Memberships, Conference & Prof. Dev.					
2-61-215	Freight & Postage					
2-61-221	Advertising & Promotional					
2-61-230	Professional & Consulting					
2-61-237	Mapping	200			200	
2-61-291	Custom Work / Contracted Services					
2-61-750	Requisition - Planning	1,050			1,050	
2-61-510	General Goods & Supplies					
2-61-000	Planning - Other					
2-61-762	Transfer to Capital Functions					
2-61-764	Transfer to Operating Reserves					
	Sub-Total Planning & Dev't EXP	1,250	-	-	1,250	-

Revenue/Expenditure by Department						
Recreation & Culture						
Revenue / Expense:						
		2012		2011		
Account Description		Operating	Projects	Actual	Operating	Projects
RECREATION						
REVENUE						
1-72-110 Recreation & Parks Tax		4,400			4,400	
1-72-410 Sale of Services - Fees & Charges		1,000				
1-72-415 Sale of Material & Supplies						
1-72-560 Park & Campground Rentals		1,200			1,000	
1-72-570 Park Donations		-			200	
Reimburse from Seniors						
1-72-590 Other Revenues - Insurance Recovery						
Rec Board & C.C. Utility Recovery						
1-12-764 Capital Revenue						
1-72-830 Federal Conditional Grants-CSJ		2,400			2,400	
1-72-840 Provincial Conditional Grants-STEP		2,800			2,800	
1-72-850 County Conditional Grants		12,500			12,500	
Sub-Total Recreation REV		24,300	-	-	23,300	-
RECREATION						
EXPENSE						
2-72-110 Salaries (incl Employee's Deductions)		35,400			43,500	
Full-Time Public Works Director						
2-72-115 CSJ & STEP Wages						
2-72-130 Rec & Parks - Payroll Deductions						
2-72-131 Employee Benefits						
2-72-211 Travel & Subsistence					100	
2-72-214 Memberships, Conference & Prof. Dev.						
2-72-115 Freight						
2-72-220 Advertising & Printing		500			600	
2-72-230 Professional Services (Legal, Engineering)						
2-72-250 Repairs & Maintenance		2,300			1,600	
2-72-260 Rental of Machinery & Equipment						
2-72-270 Contracted Services		1,200			500	
2-72-274 Insurance Premiums						
2-72-510 Goods & Supplies		2,100			1,600	
2-72-521 Fuel & Lube		2,100			2,100	
2-72-530 Chemicals & Sprays						
2-72-540 Utilities		-			-	
2-72-000 Recreation - Other - trees (220)						
2-72-762 Transfer to Capital Functions						
NEW Grasshopper						
Bobcat purchased						
Metal Detector & Transit						
Transfer to Trail Reserve			1,500			1,500
Recreation - Amortization (as per auditors)??						
2-13-770 Grants to Organizations (Rec Board)						
Village portion		4,050			4,050	
County contribution		10,500			10,500	
County contribution to Gladstone		2,000			2,000	
Village to Bawlf Com Builders						
Sub-Total Recreation EXP		60,150	1,500	-	66,550	1,500
Net for Recreation: surplus (deficit)		(35,850)	(1,500)	-	(43,250)	(1,500)
			(37,350)	-		(44,750)
				actual		budget

Revenue / Expense:					
		2012		2011	
Account Description		Operating	Projects	Actual	Operating
CULTURE Revenue (Hall, Library, Museum)					
1-74-410 Sale of Goods & Services					
Special Events					
1-74-411 Donations					
1-74-412 Fundraisers					
1-74-413 Grants					
1-74-414 Memorials					
1-74-490 Sale of Services					
1-74-560 Hall Rentals: IN & OUT		-			-
1-74-570 Hall Donations					
1-74-590 Other Revenue					
1-74-593 Special Event Revenues		100			-
Utilities Recovery - Malories Event Planning					
1-74-830 Federal Conditional Grants					
1-74-840 Provincial Conditional Grants					
1-74-850 Camrose Legacy Grant					
Community Initiatives Grant					
Bawlf & District Lion's Club					
Bawlf & District Recreation Board					
Community Facility Enhancement					
1-74-000 Debenture					
GST refund on community hall expenses					
1-74-920 Transfer from Operating Reserves					
Contribution from other local government					
Sub-Total Culture REV		100	-	-	-
CULTURE Expense (Hall, Library, Museum)					
2-74-110 Salaries					
2-74-130 Employer Benefits					
2-74-210 General Services					
2-74-215 Freight & Postage					
2-74-221 Advertising & Promotional					
2-74-230 Professional & Consulting					
2-74-250 Repairs & Maintenance (old hall)		2,900			400
2-74-274 Insurance Premiums					
2-74-510 Goods & Supplies					
2-74-540 Utilities		3,700			3,400
Utilities (new hall) - LIONS PAY directly					-
2-74-584 Special Events		1,100			1,100
2-74-590 Library Costs					
2-74-750 Requisition - Parkland Regional Library		2,650			2,600
2-13-757 Hall Project					
2-74-761 Cultural - Other (Hall Deficit)		1,000			1,500
2-74-762 Transfers to Capital Functions					
Hall Construction					
2-74-770 Grants to Non-Gov't Organizations					
2-74-775 Bawlf Public Library Appropriation		3,000			3,000
2-74-831 Debenture Interest Payment					
2-74-832 Debenture Principal Payment (incl Interest)					
2002 Municipal Sponsorship Grant					
Sub-Total Culture EXP		14,350	-	-	12,000
Net for Culture: surplus (deficit)		(14,250)	-	-	(12,000)
TOTAL Revenue CDSS, Rec & Culture		33,959	15,000	-	32,859
TOTAL Expenses CDSS, Rec & Culture		86,559	16,500	-	90,709
Net for CDSS, Rec & Culture: surplus (deficit)		(52,600)	(1,500)	-	(57,850)
Total Core + Projects			(54,100)	-	(59,350)
				actual	budget

BY-LAW 581/12

BEING A BYLAW OF THE VILLAGE OF BAWLF IN THE PROVINCE OF ALBERTA TO AUTHORIZE SEVERAL RATES OF TAXATION FOR THE 2012 TAXATION YEAR.

WHEREAS, the TOTAL requirements of the Village of Bawlf as shown in estimates of EXPENSES AND REVENUE are as follows:

Expenses:	Alberta Schools	\$ 82,423
	Debenture & Municipal	\$206,108

AND WHEREAS, revenue estimated from other sources is \$414,474

WHEREAS, the total assessment of land, buildings and improvements amounts to \$29,828,480;

AND WHEREAS, the rates set out herein after are deemed necessary to provide the amount required for School, Debentures, Municipal and other purposes;

NOW THEREFORE, by virtue of the power conferred upon it by Section 353 of the Municipal Government Act, the Council of the Village of Bawlf enacts as follows:

That the Municipal Administrator be authorized and required to levy a Minimum Tax of \$4.00 per Linear Foot for Residential Vacant Property and a Minimum Tax of \$4.00 per Linear Foot per Commercial Vacant Property and

That the Municipal Administrator be authorized and required to levy the following rates of taxation on the assessed value of all lands, buildings and improvements as shown on the assessment roll:

Alberta Schools	Commercial	3.62815 Mills
	Residential	2.74071 Mills
Debentures & Municipal		6.90711 Mills

READ a FIRST time in COUNCIL this 16th DAY of MAY, 2012.

READ a SECOND time in COUNCIL this ____ DAY of JUNE, 2011.

READ a THIRD time in COUNCIL this ____ DAY of JUNE, 2011, and FINALLY PASSED.

MAYOR

VILLAGE MANAGER

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: May 10, 2012
SUBJECT: Drainage Issues at Lot 1A, Block 17, Plan 072-0313

PURPOSE:

The purpose of this memo is to bring forward a complaint from the residents at #302 Hanson Street regarding the lack of drainage in front of their home at the base of their driveway.

BACKGROUND:

Attached is a letter with photos dated April 24, 2012.

The Public Works Director is scheduled to meet with the homeowner on Friday, May 11. The Village Manager will provide an update at the Council Meeting on May 16th.

ALTERNATIVES:

1. Unknown at this time.

RECOMMENDATION:

N/A at this time.

Jaymie & Chris Reinhart
302 Hanson Street
Box 285
Bawlf, AB T0B 0J0

April 24, 2012

Village of Bawlf
Box 40
Bawlf, AB T0B 0J0

To Whom It May Concern:

As residents and home-owners within Bawlf for the last four years, we would like to lodge a formal complaint regarding the lack of the village's development of a proper water drainage system in front homes along the east side of Hanson Street.

During the past four years, we have verbally contacted the village's various maintenance workers regarding the accumulation of water that results in our front driveway due to snowmelt in the spring or heavy rainfall within the summer months. They have discussed with us various methods that they could complete to remedy this situation, however no action has taken place. This accumulation makes it extremely difficult to enter our driveway with vehicles and on more than one occasion our vehicles have become stuck in the soft mud in front of our driveway. Any pedestrians visiting our home become covered in mud and it has become a nuisance when trying to leave our property with our stroller. Since the homes on this street are zoned only for a front-garage entry, we feel the village needs to remedy this issue as the problem is on village property.

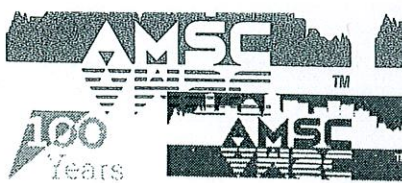
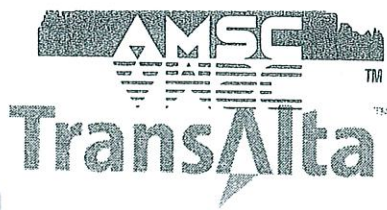
Please see the following pictures to depict exactly our situation we find ourselves in every spring. As you can also see in the picture, it is not only our property that is affected by this lack of action, but all the neighbors along our street.

We would like a prompt response from the Village of Bawlf regarding this matter. You can contact Jaymie at (780) 678-9133 or Christopher at (780) 281-0433. If our complaint needs to go through other venues, please inform us of the proper methods.

Item: 5.4)



Hem: S. h)



TransAlta Corporation
Box 1900, Station "M"
110-12th Avenue S.W.

Calgary, Alberta
T2P 2M1
T (403) 267 7110

IMPORTANT INFORMATION 2012 INCREASE IN TARIFF RATES ADVISORY

The Wires Service Providers ("WSP") throughout Alberta have notified us of anticipated increases in the Tariff Rate Schedules across the province. According to the WSP's the main reason for the increase in Delivery Costs relates to the increased Maintenance and Operating costs.

This regulated component of your overall electricity invoice is billed by TransAlta, as your energy Retailer, at no additional cost on behalf of the WSP's.

What does this mean for your business?

The WSP's are predicting your Wires Charges may be 20%-25% higher starting in 2012. The WSP's have submitted filings with the Alberta Utilities Commission ("AUC") for approval of these new tariffs. The filings will result in public rate hearings being held by the AUC. Some of the WSP's have already received approvals to increase their Tariff Rate Schedules for an effective date of Jan 2012.

- The increases are mainly due to:
 - 2011 Distribution Adjustment Rider credit no longer in effect = 3% increase
 - Franchise Fees increasing = 10%-17% increase

To view the current tariff rate schedules for distribution access, please follow the link to WSP website for your local area:

In Calgary: <http://www.enmax.com/Power/Tariffs/Tariffs+and+Applications.htm>

In Edmonton: <http://www.epcor.com/power/rates-tariffs/Pages/access.aspx>

In Red Deer: <http://www.reddeer.ca/City+Government/City+Services+and+Departments/Electric+Light+and+Power/default.htm>

In Ponoka: <http://www.simmarix.com/site/clientPonoka.htm>

In Fort Macleod: http://www.fortmacleod.com/living/utilities/electricity_rates.cfm

In Lethbridge: <http://www.lethbridge.ca/living-here/Utilities-Waste-Recycling/Pages/Rates,%20Riders%20and%20Tariffs.aspx>

Northern Alberta: http://www.atcoelectric.com/B_tariffs/Tariffs/CurrentTariff.asp

Southern Alberta: <http://www.fortisalberta.com/Default.aspx?cid=191&lang=1>

In addition to the increases you will see this year, it is anticipated that the Wires Charges may increase over the next 5 years related to transmission development.

Please feel free to contact us should you wish to discuss your electricity price options or if you require more information.

TransAlta Energy Marketing Corp.
110 12th Avenue SW
Calgary, Alberta T2P 2M1
Phone: 1-800-668-1223
Email: amsc_customers@transalta.com

Item: 7.a)

**MINUTES OF THE CAMROSE AND DISTRICT SUPPORT SERVICES REGULAR
BOARD MEETING HELD ON MARCH 26, 2012 AT 9:00 A.M. AT CDSS**

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

Margaret Holliston CDSS Director
Val Faucher CDSS Financial Manager

REGRETS Margaret Falk CDSS Administrative Assistant

John Howard in the Chair

Call to Order John Howard called the meeting to order at 9:05 am.

Agenda Max Lindstrand: That the agenda be approved as circulated. Carried
12/2012

Minutes Dennis Wishnowski: That the minutes of the February 27, 2012 meeting be approved as circulated.
13/2012 Carried.

Business Arising from the Minutes

Gardner College Preliminary Report A preliminary report summarizing the Gardner College site, in comparison to the current agreement with Camrose Community Services, was reviewed.

14/2012 Max Lindstrand: That consideration of the Gardner College site as an alternative location be tabled pending information on the City lease renewal offer, at which time the two sites will be assessed jointly. Carried.

Audit Update Val Faucher reported that she and Margaret Holliston attended the Grant Thornton Open House on March 22. Former Tien Rostad staff will have more access to Grant Thornton specialists. Margaret Holliston has signed the Letter of Engagement, and our audit has commenced. Copies of the Letter with supporting documents were distributed. The April board meeting date was changed to the 23 to receive the draft report.

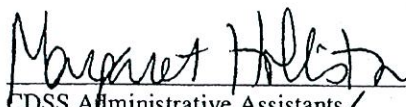
Social Media Guidelines The guidelines were reviewed. The Executive Director will be accountable to the board for any CDSS Facebook page, although other staff may be delegated to assist in maintaining the page., Margaret Holliston also noted that she will be meeting with Jason Heise from Vital Effect to discuss the CDSS Facebook page and obtain a quote regarding the cost of assistance from Vital Effect.

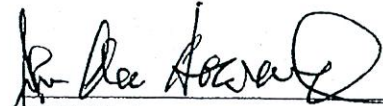
15/2012 Max Lindstrand: That the CDSS Board of Directors accepts the Social Media Guidelines, with the following amendment: "Guidelines 6. The CDSS Facebook Page is subject to periodic review by the CDSS Board of Directors." Carried.

Financial Statements Val Faucher presented the Financial Statements ending February 29, 2012.

PAD Agreement Val Faucher presented an overview of a Pre-Authorized Debit (PAD) Agreement on-line banking option to clients paying monthly fees, beginning with Pre-School parents

- 16/2012** Doug Lyseng: That CDSS establish the PAD on-line banking system as presented. Carried.
- Response to Elder Abuse Community Protocols** Margaret Holliston reported on a Family Violence Response Council initiative to develop protocols to coordinate a Camrose community response to elder abuse. Over twenty agencies attended an meeting on February 28. Participating agencies are invited to contribute \$500 each towards the cost of working with Community Initiatives Against Family Violence and Bullying (CIAFV).
- 17/2012** Doug Lyseng: That the CDSS Community Budget be revised to enable a contribution of \$500 towards the Elder Abuse Protocols initiative, moving \$500 from the amount designate to support Volunteerism into a new Special Project. Carried.
- FCSS Program Review** The CDSS Board supports a CDSS request to participate in a provincial program review in June. Program reviews are conducted annually during the spring with up to twelve programs per year.
- CDSS Open House** CDSS will hold an Open House on June 18, 1:30 to 3:30, featuring a short program at about two o'clock and distribution of the 2011 Annual Report.
- FCSS Spring Regional** The East Central FCSS Spring Regional Meeting is in Stettler on May 7, all day. Clarence Hastings will also attend this year. Margaret Holliston will share the Agenda once it is available, and confirmed board attendance at that time.
- Correspondence** A letter written to Verlyn Olson, MLA, signed by John Howard, CDSS Board Chair, requesting an increase of 7% to the 2012-2013 FCSS provincial grant, was distributed. The President of the FCSSAA has written a similar letter to the Minister of Human Services, and other FCSS program chairs have been asked to do the same. The FCSS grant has stayed the same for three years.
- Member Reports**
- Max Lindstrand** Max Lindstrand provided an update on the vacancies within local lodges, indicating that the Bethany Group, which manages the lodges, is seeking creative ways to increase use.
- Doug Lyseng** No report.
- Dennis Wishnowski** No report.
- Vern Peterson** Vern Peterson circulated an Alberta Association of Municipal Districts and Counties (AAMDC) resolution requesting the Government of Alberta to amend the FCSS regulation to add an enabling provision of direct assistance as part of a Pilot Project established for the purposes of identifying and confirming emerging community social needs.
- John Howard** No report.
- Director's Report** The Director's report was presented. The Boys and Girls Club will not be required to be licensed as an after-school care facility. OSCAR is again experiencing staffing issues, in part due to licensing requirements. Margaret Holliston will serve as the FCSS representative on an Alberta Rural Development Network steering committee organizing a one-day conference or workshop on addressing rural human services deficits. The new provincial Outcomes Measurements template will be launched at the Spring FCSS Directors Network in Lethbridge, March 28 to 30, which Margaret Holliston is attending.
- Adjournment** The meeting adjourned at 11:28 am.

for 
 CDSS Administrative Assistants /
 Executive Director


 CDSS Chairman



CDSS NEWS



Spring 2012

- Happy Spring! Although Mother Nature was easy on us over the winter, spring came in a bit like a lion this year, with plenty of wet snow and grey skies. The greening has thankfully begun; the geese are returning and the swans are back on the lake. Enjoy!
- With spring comes new growth, at least for CDSS. We have now joined the social media universe - find us on Facebook. (You know how to do that - just Google!)
- Please join us, as well, at our **Open House at the Camrose Community Centre (second floor) on Monday, June 18, 1:30 to 3:00 pm.** We will distribute our 2011 Annual Report and, of course, there will be snacks! We'll all be anticipating summer by then.
- Meanwhile, spring has arrived at CDSS, highlighted by several events that always happen at this time of year. Camrose Pre-School held its annual registration on April 11. There is still space available in the three- and four-year old classes. Call us at **780-672-0141** for more information.
- Also a harbinger of spring, the Family Resource Centre (A Parent Link Centre) hosted another successful Bike and Trike Sale on April 14. The FRC is now busy planning its annual elegant tea party. This year's Mad Hatter Tea Party will be held on May 12, and feature magically-costumed characters right out of *Alice in Wonderland*. Tickets are still available for this very important date, but don't be late as they are going fast. Drop by CDSS at the Community Centre, or give us a call for more information.
- Spring also brought National Volunteer Week to Camrose (along with the rest of Canada). According to national statistics, Camrosians donate about a million volunteer hours each year. To thank all of our hard-working volunteers, CDSS joined Camrose Adult Learning Council, Habitat for Humanity and The Open Door in hosting a Volunteer Pancake Breakfast at Café Connections on April 20. It was great visiting with everyone who dropped by.
- Kudus to Shara Harkey, a student in Augustana's Community Service Learning program, for unearthing those national statistics on local volunteerism. Along with several CSL colleagues, Shara undertook a research project on our local social economy this past year. The research was shared at a roundtable held at Augustana on April 24. The findings generated some interesting discussion, indicating areas for further research to glean a precise, comprehensive picture of this multi-million dollar sector within our local economy. CDSS contributed to the project; four CDSS staff attended the roundtable.
- Also in April: In partnership with other members of the Men at Risk Committee, CDSS Rural Communities Program Director Clarence Hastings organized another successful Men's Conference, which took place on April 27. Local celebrity Danny Hooper was MC; Dr. David Long, a sociology professor at King's University College in Edmonton, was the keynote speaker.
- Moving along, the Camrose Open Door has challenged CDSS to participate in the Boys and Girls Club Annual June Johns Memorial Mayor's Walk and Run fundraiser around Mirror Lake, Sunday, May 6. Although hesitant to open the flood-gates of fundraising requests, CDSS Director Margaret Holliston and Prairie Central FASD Coordinator Stacy Wolbeck nevertheless agreed take up the challenge and go walking for a good cause on behalf of CDSS staff.

Item: 7.c)

- National Seniors Week is June 3 to 9. Camrose Seniors Coalition, to which CDSS belongs, is planning some activities that week that are specifically for seniors to celebrate their contributions to community. Look for more news in local papers later in May.
- Also in June, the Boys and Girls Club will again partner with the Family Violence Action Society to host its third Father's Day Awareness BBQ at the Camrose Community Centre on June 17.
- In addition to offering counselling for men, women, youth, and children affected by family violence and bullying, the Family Violence Action Society coordinates the Family Violence Response Council. The FVRC recently undertook a project to develop linking protocols to address elder abuse in our community. At the other end of the demographic spectrum, Council members are also working with other partners, including several junior high school girls, to begin organizing the fourth Be Chic Girls Empowerment Conference later this year.
- Unfortunately, not all is rosy at CDSS. OSCAR (our after-school care program) is becoming increasingly concerned about licensing changes that come into effect this fall requiring more staff to achieve higher designations. CDSS and OSCAR certainly support the principal of optimum staffing qualifications; however, we believe that current requirements are already sufficient to ensure an excellent program. Staff recruitment in rural communities is challenging. To require casual, part-time staff - many of whom are university students pursuing different areas of study - to devote a year of time and money on upgrading to a level not really needed in terms of program quality seems a little disingenuous to us. OSCAR is attempting to negotiate a compromise with the province, and we hear that other rural programs are doing the same.
- CDSS will soon lose a board member and a couple of well-loved staff. Dennis Wishnowski, who has represented the seven Villages on the CDSS Board of Directors for the past couple of years, is resigning at the end of June. We thank Dennis for his service and wish him well.
- Shelley Zoerb has been with the Family Resource Centre/Parent Link Centre for over seven years and recently began serving as the Camrose and Area Early child Development Coordinator in addition to her FRC role. Sadly (for us), Shelley is moving to Saskatchewan some time in June. Good-bye, best wishes, and thank you, Shelley!
- Finally, Barbara Benyon, long-time Program Director for Camrose and District Home Support and Camrose and District Pre-School, is retiring at the end of June. Barbara does not want to leave amidst great fanfare and hoopla, but she cannot sneak out quietly, either. We extend Barbara our heartfelt thanks for her dedicated service to her programs and to CDSS as a whole over many, many years. She has been an awesome colleague and friend, and we wish her a rockin' good time as she begins her retirement.
- There is more happening at CDSS, even as we look forward to the summer wind-down in the not-too-distant future. Remember to drop by our **Open House at the Community Centre on June 18, 1:30 to 3:30** to visit, enjoy some snacks and receive a copy of our Annual Report.



For more information, please call 672-0141

Town of Bashaw

Box 510 5011 - 52 Ave Bashaw, Alberta T0B 0H0

Office: 780-372-3911

Fax: 780-372-2335

Email: admin@townofbashaw.com



May 3, 2012

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

Dear Mayor Blatz

The Town of Bashaw would be honored if you could join us for our 11TH ANNUAL BASHAW PARADE and take in our Miniature Bull Bucking performance and Wagon Races being held June 8, 9 & 10, 2012. This year the Parade is being sponsored by the Bashaw Elks Club.

Please accept this letter as your invitation to ride in one of the parade cars on Saturday morning, June 9, 2012 at 11:00 a.m. Since the parade is scheduled to start at 11:00 a.m., we are requesting all parade participants be lined-up and ready by 10:00 a.m. at the Arena parking lot on 52nd Street.

Enclosed you will find 2 complimentary tickets to the Bashaw Fire Department's annual pancake breakfast which is hosted by our Volunteer Firemen and also 2 complimentary tickets for the afternoon performance of the Miniature Bucking Bulls. You are invited to spend the day with us and experience Bashaw's hospitality, western style.

Please RSVP your intentions by return mail to Allan Rutz, Box 654, BASHAW ELKS CLUB, PARADE CHAIRMAN or fax us @ 780-372-2335 or e-mail admin@townofbashaw.com on or before June 4, 2012.

We look forward to entertaining you at our Best Darn "Tootinist" Wagon Races and Mini Bull Bucking event in Central Alberta!

Robert Cammidge
Robert Cammidge
Mayor

The regular meeting of the Parkland Regional Library Board was called to order at 10:05 a.m. on Thursday, March 1, 2012 in the PRL Board Room, Lacombe.

Present: Debra Smith (Board Chair), Michael Baird, Bob Bryant, Sheila Church, Nathan Cooper, Grant Creasey, Bonnie Danylyshen, John Walker for Colleen Ebdon, Bruce Gartside, Tammy Gladue, Marie Gridley, Lynda Haarstad-Petten, Jeanette Herle, Lois Johnson, Ken Wigmore for Brenda Knight, Jean Knudtson, Barb McArthur, Rae McClure, Patricia McKean, Rick Manning, Philip Massier, Greg Miller, Glen Nelson, Richard Poole, Randy Saler, James Nibourg for Terry Schiffner, Brian Spiller, Shayne Steffen, Janine Stannard, Janet Sunderman, Keith Beebe for George Verheire

With regrets: Beverly Anderson, Darcy Bachman, Murray Ball, Kaye Innes, Sue Krest, Ken MacVicar, Tara Mazur, Wayne Miller, Paul Payson, Cathy Perry, Daryl Shillington, Barry Tripp, Gayle Veno

Absent: Leslie Abrams, Ashely deSorcy, Wanja Fontaine, Aaron Gramlich, Brian McGaffigan, Dawn McKenzie, Alana Metcalfe, Kathy Sitter, Sharon Williamson, Brenda Wismer

Staff: Ron Sheppard, Anna Alexander, Marquita Bevans, Lauralee Gilmour, Fran Kimmel, Joanne Mokry, Sharon Thompson, Tim Spark, Donna Williams

Smith asked all members to introduce themselves.

1. Call to Order

Meeting called to order at 10:05 a.m. by Smith.

1.1.1. Agenda

1.1.1.2 Adoption of the Agenda

Addition to the agenda: 3.0 – ALTA Update – Michael Baird

Motion by Poole, seconded by Stannard to accept the amended agenda.

CARRIED UNANIMOUSLY
PRL 11/2011-12

Sheppard explained the handouts for the meeting and announced that the afternoon session is going to be held at the Lacombe Memorial Centre instead of at PRL headquarters.

1.1.2 Approval of minutes

The attendance list for the November 17th meeting was updated with several names added that were missed from the last meeting – Greg Miller, Rick Manning, Randy Saler, and Bruce Gartside.

Motion by Knudtson, seconded by Miller, to approve the minutes of November 17th, 2011 meeting as amended.

CARRIED UNANIMOUSLY
PRL 12/2011-12

Item: 7. e)

1.3 Business arising from the minutes of November 17th, 2011

Smith asked if there was any business arising from the minutes. Nothing was brought forward.

2. Consent Agenda

Smith asked if there was any business arising from the consent agenda.

A motion for the approval of the consent agenda was made by Manning, seconded by Church.

CARRIED UNANIMOUSLY

PRL 13/2011-12

3. Items for Action/Information

3.0 ALTA Report – Michael Baird

Michael Baird gave a brief report on ALTA. A package of the bylaws and updates will be approved at the meeting at the Alberta Library Conference. The bylaws and updates were approved by ALTA but never submitted to the AGM. Also, the provincial election is coming up and an information package will be sent out to all members. Baird reminded everyone to renew their 2012 ALTA memberships if they haven't already done so.

3.1 Staff Recognition

This year, four Parkland staff received long service awards. Smith presented Margaret Wedman and Wayne Wedman each their 10-year pin and a cheque for \$500, and Sharon Thompson and Colleen Schalm each their 5-year pin and a cheque for \$100. Wayne Wedman and Margaret Wedman are both catalogers and Sharon Thompson and Colleen Schalm are consultant librarians.

3.2 Increase in PRL's Population

Sheppard reported that according to the most recent statistics provided by Alberta Municipal Affairs (MA), PRL's service area population has increased by 1,492 bringing our population figure up to 200,379. Since the package was mailed out, the federal census figures are now available and showing PRL's population as 201,957.

With the increase in the population figures provided by MA, PRL's operating grant may increase. The extra income of approximately \$17,000 could eliminate the need to move nearly \$20,000 from reserves to balance the budget in 2012.

3.3 Spruce View SuperNet

Sheppard explained that the Spruce View Community Library was not connected to the SuperNet through the provincial government funding provided in 2005. Spruce View was connected to the SuperNet via the Spruce View School.

Recently, as part of the provincial government plan for public libraries, funding was made available to give Spruce View Community Library its own dedicated connection to the SuperNet. This dedicated connection will mean that the library will be able to participate in PRL's free internet as well as network and wireless management. The cost of \$2,331.72 is being paid for by the Public Library Services Branch. Parkland will be supplying the SuperNet Customer Edge Device (CED). These devices cost between \$900 and \$1200. PRL purchased an extra CED when they were purchased for all public libraries using CAP funding.

3.4 2011 in Review

3.4.1 Annual Satisfaction Surveys

PRL is required every year to conduct a satisfaction survey of its public libraries and municipal councils. Included in the package is a one-page synopsis sheet that is a comparison from past years and is the information required by Municipal Affairs for our annual report. The full satisfaction surveys for both councils and libraries were also reviewed. Overall satisfaction with PRL remains high.

3.4.2 Review of Strategic Plan

PRL needs to review its strategic plan annually. Sheppard reviewed the status of the strategic plan. In the document included with the board package, the sections in bold and italics in the "status" column are the accomplishments for 2011. PRL has successfully accomplished many of its goals and is well positioned to meet all of its planned objectives by the end of the time frame for the current strategic plan which concludes at the end of 2012.

Motion by Stannard, seconded by Wigmore, to receive the update on PRL's 2010 – 2012 Strategic Plan for information.

CARRIED UNANIMOUSLY
PRL 14/2011-12

3.4.3 Annual Reports

Sheppard told the Board that staff has made a change to the presentation of PRL's annual report for approval. Staff from the different departments will review the sections of the annual report.

Spark gave an update on the IT department. PRL hired Steven Dobrowolski as a network computer technician in January. The IT department has been very busy with the bulk purchase of new computers for libraries, 147 desktop computers and 36 laptop computers as well as a new storage unit for PRL. Staff saved approximately \$79,000 on the total cost by bulk purchasing. IT staff are also busy with the two new initiatives approved in 2011 – desktop management and wireless network management for member libraries.

Marquita Bevans presented a powerpoint presentation on the activities of Technical Services and Direct Services. Sharon Thompson and Joanne Mokry reported on the activities of PRL's consultant librarians.

Motion by Baird, seconded by Creasey, to approve PRL's 2012 Annual Survey and 2011 Annual Report of Public Library Systems in Alberta.

CARRIED UNANIMOUSLY
PRL 15/2011-12

As Board of Record, PRL must approve the annual reports for our four outlet libraries. A documents showing the comparisons for the outlet libraries for 2010 and 2011 was handed out at the meeting along with the comments and accomplishments for each library for 2011.

Motion by Haarstad-Petten, seconded by Poole, to approve the Public Library Survey and 2011 Annual Report of Public Libraries in Alberta for PRL's Library Service Points which include Brownfield Community Library, Nordegg Public Library, Spruce View Community Library, and Water Valley Public Library.

CARRIED UNANIMOUSLY
PRL 16/2011-12

3.5 Changes to PRL's Outlet Policies

PRL staff were instructed by the Executive Committee to do an audit for the Water Valley Public Library. Sheppard reported that from this task, it was decided to review the outlet policies which have not been reviewed for a few years. Sheppard reviewed the synopsis of the changes made to the outlet policies that were included in the package.

Motion by Herle, seconded by Manning to approve the changes to PRL's Outlet Policies as presented.

CARRIED UNANIMOUSLY
PRL 17/2011-12

3.6 Changes to PRL's Annual Agenda

The Executive Committee discussed the criteria for selection PRL trustees to attend the Alberta Library Conference at the last meeting on January 26th. Due to confusion as to which PRL trustees could attend ALC, the following statement was added to the Annual Agenda of the PRL Board's annual duties. The Executive Committee will review the criteria for sending PRL trustees to ALC before the November Board meeting where ALC attendees are selected.

The statement reads as follows:

2.7 ANNUAL AGENDA

- *review the criteria for selecting Parkland Regional Library trustees attending the Alberta Library Conference.*

Motion by Johnson, seconded by Church to approve the change to PRL's Annual Agenda.

CARRIED UNANIMOUSLY
PRL 18/2011-12

3.7 Review of PRL's Reserves

Sheppard reported that the Executive Committee has been reviewing PRL's Reserves at several meetings since the June 16th, 2011 Executive Committee meeting. The Executive Committee has met once with Rob Fisher to discuss PRL's reserves and several policy changes relating to the reserves have been endorsed by the Executive Committee. Sheppard and Williams will be meeting with Rob Fisher on March 8th for further discussion. Information will be brought forward and changes to the reserve policies will be brought to the May Board meeting.

4. Adjournment

Motion by Cooper to adjourn the meeting at 12:10 p.m.

CARRIED UNANIMOUSLY
PRL 19/2011-12

Meeting adjourned at 12:10 p.m.

Chairman

Mayors Report May 2012

- . April 18 Mayors/administrators meeting in Bashaw
- . April 19 Council meeting (could not attend)
- . Fielded many questions about road conditions this spring
- . May 15 Council Capital Budget meeting
- . May 16 regular Council meeting

Andie



VILLAGE OF BAWLF

Cheque Listing For Council

Page 1 of 2

2012-May-02

4:21:44 PM

Cheque	Date	Name	Invoice	Description	Invoice Amount	Cheque Amount
20101114	2012-04-25	ACKLANDS - GRAINGER INC.		PAYMENT		430.53
			608503386	BATTERIES & ANCHOR SCREWPIN	430.53	
20101115	2012-04-25	ALBERTA REGISTRIES, LAND TITLES		PAYMENT		40.00
			F01DBA9	TAX RECOVERY	40.00	
20101116	2012-04-25	AMSC INSURANCE SERVICES LTD.		PAYMENT		1,392.69
			22	BENEFITS	370.32	
			HSAPR512	HSA - HORBASENKO	312.37	
			VFIS-17	INSURANCE	710.00	
20101117	2012-04-25	ANKERTON GAS CO-OP		PAYMENT		6.28
			15537	MARKING PAINT	6.28	
20101118	2012-04-25	CAMROSE BOOSTER		PAYMENT		146.41
			DA212172	COMMUNICATIONS COORDINATOR AD	146.41	
20101119	2012-04-25	CAMROSE COUNTY		PAYMENT		3,015.20
			1	2012 CDSS REQUISITION	2,389.75	
			12436	2011 LANDFILL REQUISITION	625.45	
20101120	2012-04-25	CAMROSE DYNAMIC		PAYMENT		2,625.00
			2	TILLER	2,625.00	
20101121	2012-04-25	CAN PAK ENVIRONMENTAL		PAYMENT		2,629.49
			01267	GARBAGE PICKUP	2,629.49	
20101122	2012-04-25	D&G DISTRIBUTORS		PAYMENT		645.81
			0056825	REPAIRS - GRASSHOPPER	645.81	
20101123	2012-04-25	DENNIS, JAYCE		PAYMENT		30.00
			8	CLEARING DRAINAGE DITCH	30.00	
20101124	2012-04-25	ELECTRO TEL		PAYMENT		5,107.57
			74565	PHOTOCOPIER	4,539.52	
			74567	DRAWER FOR PHOTOCOPIER	568.05	
20101125	2012-04-25	FOCUS		PAYMENT		3,703.35
			385494	SEWER RELINING FEES	3,058.65	
			385495	CASING UNDER HIGHWAY 13	644.70	
20101126	2012-04-25	HOMESTYLE BAKERY & CAFE		PAYMENT		36.00
			288438	APPRECIATION NIGHT CAKE	36.00	
20101127	2012-04-25	KAL TIRE		PAYMENT		1,160.63
			657180207	TIRES - BOBCAT	1,160.63	
20101128	2012-04-25	RALCOMM		PAYMENT		336.00
			510856	PAGER REPAIRS - F.D.	336.00	
20101129	2012-04-25	REINKE, FERN		PAYMENT		110.00
			16	REMUNERATION	110.00	
20101130	2012-04-25	ROBBINS, KAREN		PAYMENT		110.00
			21	REMUNERATION	110.00	
20101131	2012-04-25	STERLING WATER CONDITIONING LTD.		PAYMENT		13.51
			13583	RESERVOIR - COUPLERS	13.51	
20101132	2012-04-25	STREBS AUTO IND SUPPLY		PAYMENT		142.49
			994297	BATTERY - GRASSHOPPER	142.49	
20101133	2012-04-25	TELUS COMMUNICATIONS INC.		PAYMENT		626.98
			27	TELEPHONE	626.98	
20101134	2012-04-25	TRANSALTA ENERGY MARKETING		PAYMENT		2,896.49
			7	ELECTRICITY	2,896.49	
20101135	2012-04-25	UFA		PAYMENT		194.23

Item: 3.c)



VILLAGE OF BAWLF

Cheque Listing For Council

Page 2 of 2

2012-May-02

4:21:44 PM

Cheque	Date	Name	Invoice	Description	Invoice Amount	Cheque Amount
20101135	2012-04-25	UFA	24	FUEL	194.23	194.23
20101136	2012-04-25	YUHA, JODY	32	PAYMENT REMUNERATION	386.10	386.10
20101137	2012-04-30	BANACK, LEANNA	01 02	PAYMENT WAGES PAPER PRODUCTS	13.56	13.56
20101138	2012-04-30	FOSSSEN, EINAR	10 11	PAYMENT JANUARY UTILITY OPERATOR APRIL UTILITY OPERATOR	700.00 1,300.00	2,000.00
20101139	2012-04-30	HORBASENKO, LYNN	42	PAYMENT WAGES		
20101140	2012-04-30	JACOBSEN, JUSTIN	41 42	PAYMENT WAGES TRUCK & TRAILER USEAGE	197.00	197.00
20101141	2012-04-30	RECEIVER GENERAL	20	PAYMENT REC GEN	2,228.37	2,228.37
20101142	2012-04-30	SCHAPANSKY, MYRNA	37	PAYMENT WAGES		
Wages					7285.70	7285.70
Total					37,509.39	



VILLAGE OF BAWLF

REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
TAX REVENUE					
1-00-110	TAXES - RESIDENTIAL	0.00	0.00	0.00	0.00
1-00-111	TAXES - RESIDENTIAL VACANT	0.00	0.00	0.00	0.00
1-00-112	TAXES - COMMERCIAL	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00
1-00-190	TAXES - LINEAR	0.00	0.00	0.00	0.00
1-00-240	GRANTS IN LIEU	0.00	0.00	0.00	0.00
1-00-510	PENALTIES & COSTS ON TAXES	0.00	5,772.32	7,000.00	1,227.68
*	TOTAL TAX REVENUE	0.00	5,772.32	7,000.00	1,227.68
INVESTMENT REVENUE					
1-00-550	RETURN ON INVESTMENTS	9.19	40.51	0.00	(40.51)
*	TOTAL INVESTMENT REVENUE	9.19	40.51	0.00	(40.51)
GENERAL REVENUE					
1-12-410	Sale of General Services	0.00	64.97	2,100.00	2,035.03
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	0.00	64.97	2,100.00	2,035.03
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	0.00	37,134.00	37,134.00
1-12-850	COUNTY CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
*	TOTAL GRANTS	0.00	0.00	37,134.00	37,134.00
FIRE REVENUE					
1-23-110	SPECIAL TAX - FIRE	0.00	0.00	7,000.00	7,000.00
1-23-410	FIRE FIGHTING FEES CHARGED	0.00	0.00	4,000.00	4,000.00
1-23-411	MOTOR VEHICLE ACCIDENT FEES CHARG	0.00	0.00	1,000.00	1,000.00
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	9,716.48	8,200.00	(1,516.48)

Item: 3.d)



VILLAGE OF LOWVILLE REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 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	0.00	1,000.00	1,000.00
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	0.00	11,216.48	26,550.00	15,333.52
BYLAW REVENUE					
1-26-525	DOG LICENSES	60.00	825.00	1,500.00	675.00
1-26-530	BYLAW FINES	0.00	100.00	200.00	100.00
*	TOTAL BYLAW REVENUE	60.00	925.00	1,700.00	775.00
ROADS & STREETS					
1-32-110	SPECIAL TAX - STREET IMPROVEMENT	0.00	0.00	24,500.00	24,500.00
1-32-410	SALE OF GOODS & SERVICES	0.00	0.00	500.00	500.00
1-32-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-32-840	PROVINCIAL CONDITIONAL GRANTS	0.00	12,489.25	0.00	(12,489.25)
1-32-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
*	TOTAL ROADS & STREETS	0.00	12,489.25	25,000.00	12,510.75
WATER REVENUE					
1-41-410	MONTHLY WATER FEES	6,445.00	25,595.00	75,600.00	50,005.00
1-41-412	BULK WATER SALES	0.00	7.04	2,000.00	1,992.96
1-41-511	WATER PENALTIES	531.86	2,011.34	1,800.00	(211.34)
1-41-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
*	TOTAL WATER REVENUE	6,976.86	27,613.38	79,400.00	51,786.62
SEWER REVENUE					
1-42-410	MONTHLY SEWER FEES	5,515.00	21,715.00	63,800.00	42,085.00
1-42-511	SEWER PENALTIES	0.00	0.00	1,800.00	1,800.00
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	5,515.00	21,715.00	65,600.00	43,885.00
WASTE MANAGEMENT REVENUE					
1-43-410	MONTHLY GARBAGE FEES	2,076.00	8,256.00	24,600.00	16,344.00
1-43-412	MONTHLY RECYCLING FEES	923.40	3,672.00	11,000.00	7,328.00
*	TOTAL WASTE MANAGEMENT REVENUE	2,999.40	11,928.00	35,600.00	23,672.00



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
CAMROSE & DISTRICT SUPPORT SER					
1-51-590	REVENUE - OWN SOURCES	0.00	0.00	15,000.00	15,000.00
1-51-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	9,559.00	9,559.00
*	TOTAL CAMROSE & DISTRICT SUPPO	0.00	0.00	24,559.00	24,559.00
CEMETERY REVEUE					
1-56-410	SALE OF CEMETERY PLOTS	0.00	0.00	200.00	200.00
1-56-570	CEMETERY DONATIONS	0.00	165.00	100.00	(65.00)
1-56-571	CEMETERY MAINTENANCE REVENUE	0.00	0.00	500.00	500.00
*	TOTAL CEMETERY REVEUE	0.00	165.00	800.00	635.00
DEVELOPMENT REVENUE					
1-61-410	DEVELOPMENT PERMITS & CHARGES	250.00	350.00	400.00	50.00
*	TOTAL DEVELOPMENT REVENUE	250.00	350.00	400.00	50.00
LAND SALES					
1-66-410	LAND SALES	0.00	0.00	0.00	0.00
*	TOTAL LAND SALES	0.00	0.00	0.00	0.00
PARKS & RECREATION REVENUE					
1-72-110	SPECIAL TAX - RECREATION & PARKS	0.00	0.00	4,400.00	4,400.00
1-72-410	SALE OF SERVICES - FEES & CHARGES	0.00	0.00	1,000.00	1,000.00
1-72-560	PARK & CAMPGROUND RENTALS	0.00	0.00	1,200.00	1,200.00
1-72-570	PARK DONATIONS	0.00	0.00	0.00	0.00
1-72-590	UTILITIES RECOVERED	0.00	2,100.00	0.00	(2,100.00)
1-72-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	2,400.00	2,400.00
1-72-840	PROVINCIAL CONDITIONAL GRANTS	0.00	2,397.50	2,800.00	402.50
1-72-850	COUNTY CONDITIONAL GRANTS	0.00	0.00	12,500.00	12,500.00
*	TOTAL PARKS & RECREATION REVEN	0.00	4,497.50	24,300.00	19,802.50
CULTURE REVENUE					
1-74-560	HALL RENTALS	550.00	1,900.00	0.00	(1,900.00)
1-74-570	HALL DONATIONS	0.00	0.00	0.00	0.00
1-74-590	OTHER REVENUE	0.00	0.00	0.00	0.00
1-74-593	SPECIAL EVENT REVENUES	0.00	0.00	100.00	100.00
*	TOTAL CULTURE REVENUE	550.00	1,900.00	100.00	(1,800.00)
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	16,360.45	98,677.41	330,243.00	231,565.59



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
COUNCIL EXPENSES					
2-11-130	COUNCIL - PAYROLL DEDUCTIONS	0.00	0.00	0.00	0.00
2-11-150	COUNCIL REMUNERATION	490.00	2,950.00	10,500.00	7,550.00
2-11-211	COUNCIL TRAVEL & SUBSISTENCE	116.10	288.00	800.00	512.00
2-11-214	COUNCIL PROFESSIONAL DEVT	0.00	0.00	500.00	500.00
*	TOTAL COUNCIL EXPENSES	606.10	3,238.00	11,800.00	8,562.00
ADMINISTRATION EXPENSE					
2-12-110	ADMINISTRATION - SALARIES	6,903.02	25,557.96	103,600.00	78,042.04
2-12-130	ADMINISTRATION - PAYROLL DEDUCTION	245.85	2,499.41	0.00	(2,499.41)
2-12-131	EMPLOYEE BENEFITS	912.09	1,400.52	0.00	(1,400.52)
2-12-211	TRAVEL & SUBSISTENCE	0.00	140.31	1,400.00	1,259.69
2-12-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	1,090.26	2,500.00	1,409.74
*	TOTAL ADMINISTRATION EXPENSE	8,060.96	30,688.46	107,500.00	76,811.54
OFFICE OPERATIONS					
2-12-215	FREIGHT & POSTAGE	0.00	378.78	400.00	21.22
2-12-217	TELEPHONE	394.19	1,218.37	4,400.00	3,181.63
2-12-220	ADVERTIZING & PRINTING	258.73	561.68	2,000.00	1,438.32
2-12-225	VILLAGE PROMOTIONS	0.00	0.00	700.00	700.00
2-12-230	PROFESSIONAL & CONSULTING SERVICE	0.00	0.00	0.00	0.00
2-12-231	AUDITING SERVICES	0.00	0.00	9,000.00	9,000.00
2-12-232	ASSESSMENT SERVICES	0.00	4,255.68	4,800.00	544.32
2-12-233	ASSESSMENT REVIEW BOARD	0.00	0.00	400.00	400.00
2-12-234	LEGAL SERVICES	0.00	0.00	500.00	500.00
2-12-237	MUNICIPAL SOFTWARE	0.00	0.00	0.00	0.00
2-12-250	OFFICE REPAIRS & MAINTENANCE	0.00	6.99	1,000.00	993.01
2-12-253	TECHNICAL SUPPORT	0.00	763.62	3,800.00	3,036.38
2-12-258	OFFICE JANITORIAL CONTRACT	0.00	0.00	1,900.00	1,900.00
2-12-274	INSURANCE	480.00	1,247.44	16,000.00	14,752.56
2-12-341	LAND TITLES SERVICES	40.00	40.00	200.00	160.00
2-12-510	OFFICE SUPPLIES	235.66	1,059.16	5,400.00	4,340.84
2-12-511	MISCELLANEOUS	4.92	(15.84)	1,900.00	1,915.84
2-12-519	OTHER SERVICES	0.00	0.00	3,500.00	3,500.00
2-12-540	UTILITIES	246.27	1,004.32	2,600.00	1,595.68
*	TOTAL OFFICE OPERATIONS	1,659.77	10,520.20	58,500.00	47,979.80
ADMIN-CAPITAL					
2-12-762	CAPITAL PURCHASES	4,864.35	4,864.35	300.00	(4,564.35)
2-12-790	ADMINISTRATION-AMORTIZATION	0.00	0.00	0.00	0.00



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
* TOTAL ADMIN-CAPITAL		4,864.35	4,864.35	300.00	(4,564.35)
REQUISITIONS					
2-13-750	REQUISITION - SCHOOL				
2-13-759	DAVE KNIPE MEMORIAL LIBRARY	20,605.58	20,605.58	82,422.32	61,816.74
* TOTAL REQUISITIONS		20,605.58	20,605.58	82,422.32	61,816.74
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	0.00	6,900.00	6,900.00
2-23-211	TRAVEL & SUBSISTENCE	0.00	0.00	900.00	900.00
2-23-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	0.00	800.00	800.00
2-23-215	FREIGHT & POSTAGE	0.00	0.00	50.00	50.00
2-23-217	TELEPHONE	83.99	487.92	1,300.00	812.08
2-23-220	ADVERTIZING & PRINTING	0.00	146.36	100.00	(46.36)
2-23-225	PUBLIC RELATIONS & PROMOTIONS	0.00	0.00	500.00	500.00
2-23-250	FIREHALL REPAIRS & MAINTENANCE	0.00	0.00	400.00	400.00
2-23-251	VILLAGE TRUCK REPAIRS	0.00	0.00	800.00	800.00
2-23-252	COUNTY TRUCK REPAIRS	0.00	1,891.71	1,000.00	(891.71)
2-23-253	PAGER REPAIRS	320.00	320.00	750.00	430.00
2-23-254	PROTECTIVE EQUIPMENT REPAIRS	0.00	0.00	6,500.00	6,500.00
2-23-270	CONTRACTED SERVICES	0.00	0.00	100.00	100.00
2-23-274	INSURANCE	230.00	230.00	1,400.00	1,170.00
2-23-510	GOODS & SUPPLIES	410.03	2,193.97	1,000.00	(1,193.97)
2-23-511	MISCELLANEOUS	0.00	39.00	0.00	(39.00)
2-23-512	SMALL EQUIPMENT PURCHASES	0.00	0.00	400.00	400.00
2-23-521	FUEL & LUBE	0.00	0.00	800.00	800.00
2-23-540	FIRE HALL POWER	89.96	308.44	2,300.00	1,991.56
2-23-541	FIRE HALL NATURAL GAS	0.00	363.32	1,500.00	1,136.68
2-23-750	DISPATCH AGREEMENT	0.00	0.00	1,200.00	1,200.00
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		1,133.98	5,980.72	30,400.00	24,419.28
FIRE - CAPITAL					
2-23-762	CAPITAL PURCHASES	0.00	0.00	0.00	0.00
2-23-790	FIRE - AMORTIZATION	0.00	0.00	0.00	0.00
* TOTAL FIRE - CAPITAL		0.00	0.00	0.00	0.00



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
BYLAW ENFORCEMENT					
2-26-270	BYLAW ENFORCEMENT OFFICER	0.00	1,680.00	7,000.00	5,320.00
2-26-234	LEGAL SERVICES	0.00	0.00	400.00	400.00
2-26-510	BYLAW SUPPLIES	0.00	194.00	300.00	106.00
*	TOTAL BYLAW ENFORCEMENT	0.00	1,874.00	7,700.00	5,826.00
PUBLIC WORKS SALARIES & WAGES					
2-32-110	PW - SALARIES	1,000.00	2,594.33	24,700.00	22,105.67
2-32-130	PW - PAYROLL DEDUCTIONS	67.90	112.05	0.00	(112.05)
2-32-131	EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00
*	TOTAL PUBLIC WORKS SALARIES &	1,067.90	2,706.38	24,700.00	21,993.62
PUBLIC WORKS OPERATIONS					
2-32-217	TELEPHONE	0.00	0.00	400.00	400.00
2-32-230	PROFESSIONAL CONSULTING	614.00	614.00	0.00	(614.00)
2-32-250	ROADWAY REPAIRS & MAINTENANCE	0.00	119.00	4,000.00	3,881.00
2-32-270	CONTRACTED SERVICES	0.00	0.00	3,000.00	3,000.00
2-32-510	GOODS & SUPPLIES	552.68	1,629.83	10,000.00	8,370.17
2-32-511	MISCELLANEOUS GENERAL SERVICES	0.00	0.00	0.00	0.00
2-32-521	FUEL & LUBE	92.49	286.67	2,100.00	1,813.33
2-32-540	UTILITIES - STREET LIGHTS	1,003.45	3,176.32	12,300.00	9,123.68
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	2,262.62	5,825.82	31,800.00	25,974.18
DRAINAGE					
2-37-250	DRAINAGE - REPAIRS & MAINTENANCE	30.00	30.00	500.00	470.00
2-37-750	REQUISITION - DRAINAGE	0.00	0.00	200.00	200.00
*	TOTAL DRAINAGE	30.00	30.00	700.00	670.00
WATER OPERATIONS					
2-41-110	SALARIES & WAGES	0.00	0.00	0.00	0.00
2-41-211	TRAVEL & SUBSISTENCE	0.00	90.38	600.00	509.62
2-41-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	57.14	400.00	342.86
2-41-217	TELEPHONE	91.85	275.55	1,100.00	824.45
2-41-230	PROFESSIONAL & CONSULTING SERVICE	0.00	0.00	200.00	200.00
2-41-240	CUSTOMER BILLING	61.52	61.52	800.00	738.48
2-41-250	REPAIRS & MAINTENANCE	(387.13)	2,993.75	800.00	(2,193.75)
2-41-270	WATER - CONTRACT	1,400.00	3,160.00	4,700.00	1,540.00
2-41-510	GOODS & SUPPLIES	0.00	1,651.03	4,900.00	3,248.97
2-41-540	UTILITIES	847.75	2,876.69	10,500.00	7,623.31



VILLAGE OF BAWLF

REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
2-41-750	REQUISITION - SMRWSC	0.00	0.00	13,200.00	13,200.00
2-41-762	CAPITAL PURCHASES	0.00	0.00	33,400.00	33,400.00
2-41-790	WATER SYSTEM - AMORTIZATION	0.00	0.00	0.00	0.00
* TOTAL WATER OPERATIONS		2,013.99	11,166.06	70,600.00	59,433.94
SEWER OPERATIONS					
2-42-110	SALARIES & WAGES	0.00	0.00	0.00	0.00
2-42-211	TRAVEL & SUBSISTENCE	0.00	14.62	600.00	585.38
2-42-214	MEMBERSHIPS & PROFESSIONAL DEVEL	0.00	0.00	400.00	400.00
2-42-217	TELEPHONE	77.04	232.67	1,000.00	767.33
2-42-230	PROFESSIONAL & CONSULTING SERVICE	2,913.00	4,426.25	0.00	(4,426.25)
2-42-240	CUSTOMER BILLING	61.53	61.53	800.00	738.47
2-42-250	REPAIRS & MAINTENANCE	(400.00)	1,807.50	3,300.00	1,492.50
2-42-270	SEWER - CONTRACT	1,400.00	2,900.00	4,700.00	1,800.00
2-42-274	INSURANCE PREMIUMS	0.00	0.00	1,300.00	1,300.00
2-42-510	GOODS & SUPPLIES	0.00	0.00	900.00	900.00
2-42-540	UTILITIES	258.37	1,141.13	4,400.00	3,258.87
2-42-762	CAPITAL	0.00	0.00	43,400.00	43,400.00
2-42-790	WASTE & SEWER AMORTIZATION	0.00	0.00	0.00	0.00
2-42-830	LAGOON DEBENTURE PAYMENTS	550.00	2,200.00	4,800.00	2,600.00
2-42-831	LAGOON DEBENTURE INTEREST	0.00	0.00	0.00	0.00
* TOTAL SEWER OPERATIONS		4,859.94	12,783.70	65,600.00	52,816.30
WASTE MANAGEMENT					
2-43-270	GARBAGE - CONTRACT	1,602.28	4,806.84	18,900.00	14,093.16
2-43-260	RENTAL OF MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00
2-43-350	LANDFILL FEES	625.45	625.45	100.00	(525.45)
2-43-510	GOODS & SUPPLIES	0.00	0.00	0.00	0.00
2-44-350	RECYCLING CHARGES	902.00	2,706.00	10,700.00	7,994.00
* TOTAL WASTE MANAGEMENT		3,129.73	8,138.29	29,700.00	21,561.71
CAMROSE & DISTRICT SUPPORT SER					
2-51-750	REQUISITION - CDSS	2,389.75	2,389.75	2,400.00	10.25
2-51-770	GRANTS TO ORGANIZATIONS	0.00	0.00	100.00	100.00
2-51-840	CONDITIONAL GRANTS TO CDSS	0.00	0.00	9,559.00	9,559.00
* TOTAL CAMROSE & DISTRICT SUPPO		2,389.75	2,389.75	12,059.00	9,669.25
CEMETERY OPERATIONS					
2-56-250	CEMETERY REPAIRS & MAINTENANCE	0.00	0.00	300.00	300.00
2-56-510	GENERAL GOODS & SERVICES	0.00	0.00	300.00	300.00
* TOTAL CEMETERY OPERATIONS		0.00	0.00	600.00	600.00



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
PLANNING & DEVELOPMENT					
2-61-237	MAPPING	0.00	0.00	200.00	200.00
2-66-120	COSTS - LAND SALES	0.00	0.00	0.00	0.00
2-61-750	REQUISITION - PLANNING	0.00	1,034.00	1,050.00	16.00
* TOTAL PLANNING & DEVELOPMENT		0.00	1,034.00	1,250.00	216.00
PARKS & RECREATION					
2-72-110	RECREATION & PARKS - SALARIES	1,000.00	2,594.36	29,200.00	26,605.64
2-72-115	CSJ & STEP WAGES	0.00	0.00	0.00	0.00
2-72-130	RECREATION & PARKS - PAYROLL DEDUC	67.90	112.06	0.00	(112.06)
2-72-131	EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00
2-72-211	TRAVEL & SUBSISTENCE	182.00	182.00	0.00	(182.00)
2-72-220	ADVERTIZING & PRINTING	0.00	0.00	500.00	500.00
2-72-250	REPAIRS & MAINTENANCE	949.67	1,775.23	2,300.00	524.77
2-72-270	CONTRACTED SERVICES	0.00	0.00	1,200.00	1,200.00
2-72-510	GOODS & SUPPLIES	374.75	1,067.77	2,100.00	1,032.23
2-72-521	FUEL & LUBE	92.49	286.65	2,100.00	1,813.35
2-72-540	UTILITIES - REC BOARD, ETC	225.56	772.18	0.00	(772.18)
2-72-750	REQUISITIONS - RECREATION	0.00	0.00	0.00	0.00
2-72-762	CAPITAL PURCHASES	2,500.00	2,500.00	1,500.00	(1,000.00)
2-72-770	GRANTS TO ORGANIZATIONS	0.00	0.00	16,550.00	16,550.00
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	(1,500.00)	0.00	0.00
* TOTAL PARKS & RECREATION		(5,392.37)	(7,790.25)	(55,450.00)	(47,659.75)
CULTURE					
2-74-250	REPAIRS & MAINTENANCE - OLD HALL	0.00	0.00	2,900.00	2,900.00
2-74-510	GOODS & SUPPLIES	0.00	0.00	0.00	0.00
2-74-540	UTILITIES	82.28	738.09	3,700.00	2,961.91
2-74-584	SPECIAL EVENTS	34.29	34.29	1,100.00	1,065.71
2-74-750	REQUISITION - PARKLAND LIBRARY	661.05	1,322.10	2,650.00	1,327.90
2-74-761	CONTRIBUTED TO OTHER OPERATIONS FN	0.00	0.00	1,000.00	1,000.00
2-74-770	TRANSFER TO OTHER ORGANIZATIONS	0.00	0.00	0.00	0.00
2-74-775	BAWLIF PUBLIC LIBRARY APPROPRIATION	(661.05)	0.00	3,000.00	3,000.00
2-74-831	DEBENTURE INTEREST	0.00	0.00	0.00	0.00
* TOTAL CULTURE		116.57	2,094.48	14,350.00	12,255.52
GENERAL					
2-97-990	GENERAL CONTINGENCY	0.00	0.00	2,500.00	2,500.00



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	April 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
* TOTAL GENERAL		0.00	0.00	2,500.00	2,500.00
** TOTAL EXPENSES		58,193.61	131,730.04	607,931.32	476,201.28
*** SURPLUS/DEFICIT		41,833.16	33,052.63	277,688.32	244,635.69

BY-LAW NO. 580/12

BY-LAW NO. 580/12

A By-law of the Village of Bawlf in the Province of Alberta, introduced for the purpose of amending Land Use By-law No. 526/04 (including amendment 554/08) to change the land use of Lot 15, Block 8, Plan LVII as shown on the attached sketch from R1 Low Density Residential District to DC Direct Control District all being located within the Village of Bawlf.

WHEREAS

The Development Officer having received a properly completed application to amend the Land Use By-law accompanied by the appropriate fees.

NOW THEREFORE

Pursuant to the Municipal Government Act, Section 606, the Council of the Camrose County duly assembled, hereby enacts as follows:

That By-law No. 526/04 (including amendment 554/08) be amended as follows:

Land Use District Map of the Village of Bawlf is changed so Lot 15, Block 8, Plan LVII as shown on the attached sketch be rezoned from R1 Low Density Residential District to DC Direct Control District.

RECEIVED FIRST READING THIS
19th DAY OF April, 2012
IN THE VILLAGE OF BAWLF, IN THE
PROVINCE OF ALBERTA

* *Jordan Blaz*
*MAYOR
* *Lynn Horbasenko*
*VILLAGE MANAGER

RECEIVED SECOND READING THIS
DAY OF _____, 2012
PROVINCE OF ALBERTA
IN THE VILLAGE OF BAWLF, IN THE
PROVINCE OF ALBERTA

* _____
*MAYOR
* _____
*VILLAGE MANAGER

RECEIVED THIRD AND FINAL
READING THIS DAY OF _____
2012, IN THE VILLAGE OF BAWLF,
IN THE PROVINCE OF ALBERTA

* _____
*MAYOR
* _____
*VILLAGE MANAGER

Item: 4.d)

**Brian King Professional Corporation
Certified General Accountant**



April 19, 2012

Village of Bawlf
Box 40
Bawlf, Alberta
T0B 0J0

Attention: Council members

Dear Council Members:

At this time I would like to thank Lynn & Myrna for their co-operation throughout the audit. I would also like to make the following recommendations with regards to the Village.

- Minutes for October 20, 2011 not in minute book
- Procedures
 - Check stubs should be attached to the invoices that are being paid and approved for payment should have the appropriate staff member that approves payment and appropriate council member initial them.
 - Muniware should be set up for automatic posting of batches (utilities and cash receipts) to the general ledger. Without this, there is the opportunity for fraudulent activities to occur.
 - When completing bank reconciliations, it is useful to print out the general ledger for the bank account out as well and keep it with the reconciliation. In this way, if an entry is made to a prior month after the reconciliation is completed, it is easier to track what has happened.
- Bank statements are cutoff on the 15th of the month. This is highly unusual for municipalities, I would request to the bank that the cutoff be moved to the 31st of the month this will make bank reconciliations easier.
- When budgeting for land sales, you also need to budget for the cost of the lots to be sold at a cost for each lot of \$10,500 each.
- Firefighters T-4's should have only the actual amount paid up to a maximum of 1,000 included in box 87. The pay for firefighters should not attract any CPP deductions (they are not exempt but should not meet the 3,500 basic exemption)
- Insurance should be allocated to the various functions as to what was insured as well as allocating the liability portion.
- Allocations for salaries should be reviewed to ensure that they are apportioned appropriately to the various functions.

If you have any questions or concerns regarding this or any other matter, please feel free to contact myself.

Sincerely yours,

BRIAN KING PROFESSIONAL CORPORATION


Brian King, CGA
/bk

Item: 5.a)

Lynn Horbasenko

From: jtward@telus.net
Sent: May-02-12 9:55 AM
To: lhorbasenko@bawlf.com
Subject: Alleyway

Good morning lynn,

At the next council meeting, would you please pass on this request from Emma and myself, it's regarding the alley way to the East of our garage\driveway.

We as of now (and Gilchrist's in the past) have maintained the grassed area keeping the grass cut and keeping it neat and tidy, and now with the drainage swail eliminating access to motorized traffic, we are asking council:

Would it be possible to utilize that area to park our travel trailer there? Access would be made via our driveway and in no way would parking there jeopardise the intent of the new drainage system.

Our original plan was to access our yard from MacRae Street but with the ditch on two sides of our property and with it now being deeper it's out of the question. If you could pass this on to council it would be greatly appreciated.

Sincerely,

Emma & John Ward
102 MacRae Street
Bawlf, Alberta

Village Right of Way

B.R.R.D.

SOLES

WARD

MARTIN AVE

MOLSTAD AVE

B.R.R.D.

MACRAE ST

SANDEN ST

HANSON ST

NIBLOCK ST

ALBERTA AVE

Item: 5.0

Report from the Administration
For the period April 13 – May 10, 2012

Administration:

- The May 2012 Village Voice was prepared by the Communications Coordinator.
- The Communications Coordinator sent out her contact information to volunteer groups to send their newsletter contributions to.
- The Office Administrator completed the grant paperwork for the two summer students.
- Municipal Affairs confirmed that anyone can make a motion to rescind a previous motion (as long as the motion has not been acted upon). In that case, the original motion cannot be rescinded.
- The Village Manager has been researching the OH&S regulations for details regarding whether or not the fire department members are included in the Village's count of employees or not. This criteria is used to determine if we are a small employer or a regular employer. The Alberta Municipal Health and Safety Association is working with the Alberta Government to make this determination. (AMHSA stated that this has been a grey area for many years.)
- The Office Administrator will be completing the paperwork required for cashing in T-bills to pay the lagoon debenture and will open a savings account with an auto transfer of \$550 per month as repayment to ourselves.
- The Village entrance sign has been installed again. The Communications Coordinator will coordinate the messages.
- The Communications Coordinator updated several of the website pages.
- A representative from Vital Effect visited our office and provided an overview of the web site program for the Communications Coordinator and Village Manager. Vital Effect has asked that we consider upgrading to their newest website program – there would be an additional monthly cost. More research is required.
- Office Administrator marked one grave for a headstone.
- Communications Coordinator is spending time learning functions of MuniWare, water sample paperwork, and general office procedures.
- Approximately 20 people participated in the Annual Village Clean-Up Event. The school students did a great job in picking up most of the garbage around town during the day.
- The Communications Coordinator created and distributed maps showing the locations of the planned garage sales around Bawlf on May 12, 2012. There are 14 registered sales plus 6 more at the old hall. There is also a concession and the Library Silent Auction located at the old hall.
- The Village Manager and the Fire Chief met with a representative from Reid Construction regarding the potential addition to the fire hall. We will also meet with the building inspector regarding some building code and zoning questions.
- The Village Manager participated in a webinar entitled "Smooth Operators – Solutions for Attracting & Retaining Water Professionals". Highlights include:

- Rachel Bocock (AUMA), John Voyer (Alberta Water & Wastewater Operators Association Executive Director) and Jenelle Saskiw (Mayor of Marwayne) presented.
- AWWOA and AUMA looking at ways to assist with recruiting and retaining the next generation of operators.
- NAIT and SAIT training programs are usually oversubscribed.
- Success story – Vermilion River Regional Water Operator Consortium. One operator for three municipalities. Two other municipalities pay on an as needed basis for sick or vacation coverage.
- The Village Manager attended the following external meetings:
 - May 1 – CAO Meeting – Rosalind

Development:

- Lot 4A, Block 17, Plan 072-0313 has sold at a price of \$30,000 + GST.
- One development permit was issued this past month (storage shed).
- The total number of permits approved to date in 2012: one.
- The Public Hearing for Lot 15, Block8, Plan LVII was advertized in the Village Voice, by flyer in the utility bills and by a letter with the photographs to the neighbours within the radius specified in the Land Use Bylaw.
- Issued no Compliance Certificates this past month. Total compliance certificates issued in 2012: one.

Public Works:

- The Public Works Director attended the Small Systems Water and Sewer Courses on May 7 & 8, 2012 in Edmonton. After the courses and a bit more experience at the water treatment plant, Alberta Environment may issue him a Conditional License. It sounds like this may not take 6 months due to his previous experience at our plant.
- The Village has received a few calls regarding the condition of the alleys. Work on the wet areas is being done as best as possible. Until the areas dry out, it isn't feasible to add gravel as it simply disappears. The Public Works Director is monitoring the areas on a regular basis.
- The Conterra Grader was picked up on May 10, 2012.
- Staff worked the evening of the Clean-Up Day and reported that a fair amount of garbage was collected. Three or four old appliances were taken to Camrose.

Parks and Facilities:

- The two summer staff have been hired and started work the first week of May. If you have the opportunity, please welcome Brandon Szott (back for a second summer) and Tatiana Holt to our team.
- Repairs were required to stop a small water leak in one of the washrooms at the park.
- The Village Manager called Jon Stolee to inquire whether the Village should pursue the purchase or lease of the strip of land required to construct the recreation trail at the far

north end between Macrae and Sanden Streets. His recommendation is to purchase based on the following:

- There is no real value to leasing an easement.
- The trail will be somewhat permanent and it would be difficult to abandon that part of the trail if the owner wishes to terminate the lease in the future.
- There is more paperwork to pursuing an easement. Purchasing is cleaner and simpler.
- Liability insurance on an easement may be a concern for the owner.

By-Law Services:

- The Village received two dog complaints this month.

Fire Department:

- There were two Fire Calls in April:
 - April 17 – grass fire (5 acres in size – 9 members responded)
 - April 24 – grass fire (stood down as services not required)
 - April 28 – grass fire (10 acres in size – 6 members responded). Mutual aid – County tanker called in for support.
- There were two Motor Vehicle Accidents in April:
 - April 5 – semi roll-over (4 members responded)
 - April 22 – single vehicle incident (stood down)
- One EMS call - stood down.
- Two fire practices was held:
 - April 2 – 8 members attended (fire attack and defence for urban situations).
 - Apr 17 – practice was postponed due to County's Appreciation Dinner. Fate intervened and the members were called to a 'live' fire.
- New light bar installed on Pumper. Snuffer has been fully serviced and updated. Pumper and Snuffer to be decalced to meet current safety standards in near future.
- One new member joined the department on May 1st.

IMPORTANT INFORMATION 2012 INCREASE IN TARIFF RATES ADVISORY

The Wires Service Providers ("WSP") throughout Alberta have notified us of anticipated increases in the Tariff Rate Schedules across the province. According to the WSP's the main reason for the increase in Delivery Costs relates to the increased Maintenance and Operating costs.

This regulated component of your overall electricity invoice is billed by TransAlta, as your energy Retailer, at no additional cost on behalf of the WSP's.

What does this mean for your business?

The WSP's are predicting your Wires Charges may be 20%-25% higher starting in 2012. The WSP's have submitted filings with the Alberta Utilities Commission ("AUC") for approval of these new tariffs. The filings will result in public rate hearings being held by the AUC. Some of the WSP's have already received approvals to increase their Tariff Rate Schedules for an effective date of Jan 2012.

- The increases are mainly due to:
 - 2011 Distribution Adjustment Rider credit no longer in effect = 3% increase
 - Franchise Fees increasing = 10%-17% increase

To view the current tariff rate schedules for distribution access, please follow the link to WSP website for your local area:

In Calgary: <http://www.enmax.com/Power/Tariffs/Tariffs+and+Applications.htm>
 In Edmonton: <http://www.epcor.com/power/rates-tariffs/Pages/access.aspx>
 In Red Deer: <http://www.reddeer.ca/City+Government/City+Services+and+Departments/Electric+Light+and+Power/default.htm>
 In Ponoka: <http://www.simmarix.com/site/clientPonoka.htm>
 In Fort Macleod: http://www.fortmacleod.com/living/utilities/electricity_rates.cfm
 In Lethbridge: <http://www.lethbridge.ca/living-here/Utilities-Waste-Recycling/Pages/Rates,%20Riders%20and%20Tariffs.aspx>
 Northern Alberta: http://www.atcoelectric.com/B_tariffs/Tariffs/CurrentTariff.asp
 Southern Alberta: <http://www.fortisalberta.com/Default.aspx?cid=191&lang=1>

In addition to the increases you will see this year, it is anticipated that the Wires Charges may increase over the next 5 years related to transmission development.

Please feel free to contact us should you wish to discuss your electricity price options or if you require more information.

TransAlta Energy Marketing Corp.
 110 12th Avenue SW
 Calgary, Alberta T2P 2M1
 Phone: 1-800-668-1223
 Email: amsc_customers@transalta.com

Item: 7.a)

MINUTES OF THE CAMROSE AND DISTRICT SUPPORT SERVICES REGULAR BOARD MEETING HELD ON MARCH 26, 2012 AT 9:00 A.M. AT CDSS

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

Margaret Holliston CDSS Director
Val Faucher CDSS Financial Manager

REGRETS Margaret Falk CDSS Administrative Assistant

John Howard in the Chair

Call to Order John Howard called the meeting to order at 9:05 am.

Agenda Max Lindstrand: That the agenda be approved as circulated. Carried
12/2012

Minutes
13/2012

Dennis Wishnowski: That the minutes of the February 27, 2012 meeting be approved as circulated.
Carried.

Business Arising from the Minutes

Gardner College Preliminary Report A preliminary report summarizing the Gardner College site, in comparison to the current agreement with Camrose Community Services, was reviewed.

14/2012 Max Lindstrand: That consideration of the Gardner College site as an alternative location be tabled pending information on the City lease renewal offer, at which time the two sites will be assessed jointly. Carried.

Audit Update Val Faucher reported that she and Margaret Holliston attended the Grant Thornton Open House on March 22. Former Tien Rostad staff will have more access to Grant Thornton specialists. Margaret Holliston has signed the Letter of Engagement, and our audit has commenced. Copies of the Letter with supporting documents were distributed. The April board meeting date was changed to the 23 to receive the draft report.

Social Media Guidelines	The guidelines were reviewed. The Executive Director will be accountable to the board for any CDSS Facebook page, although other staff may be delegated to assist in maintaining the page., Margaret Holliston also noted that she will be meeting with Jason Heise from Vital Effect to discuss the CDSS Facebook page and obtain a quote regarding the cost of assistance from Vital Effect.
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15/2012 Max Lindstrand: That the CDSS Board of Directors accepts the Social Media Guidelines, with the following amendment: "Guidelines 6. The CDSS Facebook Page is subject to periodic review by the CDSS Board of Directors." Carried.

Financial Statements Val Faucher presented the Financial Statements ending February 29, 2012.

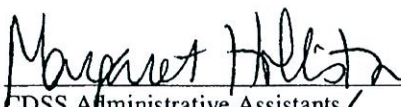
PAD Agreement	Val Faucher presented an overview of a Pre-Authorized Debit (PAD) Agreement on-line banking option to clients paying monthly fees, beginning with Pre-School parents
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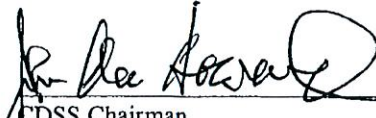
- 16/2012** Doug Lyseng: That CDSS establish the PAD on-line banking system as presented. Carried.
- Response to Elder Abuse Community Protocols** Margaret Holliston reported on a Family Violence Response Council initiative to develop protocols to coordinate a Camrose community response to elder abuse. Over twenty agencies attended an meeting on February 28. Participating agencies are invited to contribute \$500 each towards the cost of working with Community Initiatives Against Family Violence and Bullying (CIAFV).
- 17/2012** Doug Lyseng: That the CDSS Community Budget be revised to enable a contribution of \$500 towards the Elder Abuse Protocols initiative, moving \$500 from the amount designate to support Volunteerism into a new Special Project. Carried.
- FCSS Program Review** The CDSS Board supports a CDSS request to participate in a provincial program review in June. Program reviews are conducted annually during the spring with up to twelve programs per year.
- CDSS Open House** CDSS will hold an Open House on June 18, 1:30 to 3:30, featuring a short program at about two o'clock and distribution of the 2011 Annual Report.
- FCSS Spring Regional** The East Central FCSS Spring Regional Meeting is in Stettler on May 7, all day. Clarence Hastings will also attend this year. Margaret Holliston will share the Agenda once it is available, and confirmed board attendance at that time.
- Correspondence** A letter written to Verlyn Olson, MLA, signed by John Howard, CDSS Board Chair, requesting an increase of 7% to the 2012-2013 FCSS provincial grant, was distributed. The President of the FCSSAA has written a similar letter to the Minister of Human Services, and other FCSS program chairs have been asked to do the same. The FCSS grant has stayed the same for three years.

Member Reports

- Max Lindstrand** Max Lindstrand provided an update on the vacancies within local lodges, indicating that the Bethany Group, which manages the lodges, is seeking creative ways to increase use.
- Doug Lyseng** No report.
- Dennis Wishnowski** No report.
- Vern Peterson** Vern Peterson circulated an Alberta Association of Municipal Districts and Counties (AAMDC) resolution requesting the Government of Alberta to amend the FCSS regulation to add an enabling provision of direct assistance as part of a Pilot Project established for the purposes of identifying and confirming emerging community social needs.
- John Howard** No report.
- Director's Report** The Director's report was presented. The Boys and Girls Club will not be required to be licensed as an after-school care facility. OSCAR is again experiencing staffing issues, in part due to licensing requirements. Margaret Holliston will serve as the FCSS representative on an Alberta Rural Development Network steering committee organizing a one-day conference or workshop on addressing rural human services deficits. The new provincial Outcomes Measurements template will be launched at the Spring FCSS Directors Network in Lethbridge, March 28 to 30, which Margaret Holliston is attending.

- Adjournment** The meeting adjourned at 11:28 am.

for 
CDSS Administrative Assistants /
Executive Director


CDSS Chairman



CDSS NEWS



Spring 2012

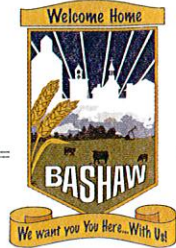
- Happy Spring! Although Mother Nature was easy on us over the winter, spring came in a bit like a lion this year, with plenty of wet snow and grey skies. The greening has thankfully begun; the geese are returning and the swans are back on the lake. Enjoy!
- With spring comes new growth, at least for CDSS. We have now joined the social media universe - find us on Facebook. (You know how to do that - just Google!)
- Please join us, as well, at our **Open House at the Camrose Community Centre (second floor) on Monday, June 18, 1:30 to 3:00 pm**. We will distribute our 2011 Annual Report and, of course, there will be snacks! We'll all be anticipating summer by then.
- Meanwhile, spring has arrived at CDSS, highlighted by several events that always happen at this time of year. Camrose Pre-School held its annual registration on April 11. There is still space available in the three- and four-year old classes. Call us at **780-672-0141** for more information.
- Also a harbinger of spring, the Family Resource Centre (A Parent Link Centre) hosted another successful Bike and Trike Sale on April 14. The FRC is now busy planning its annual elegant tea party. This year's Mad Hatter Tea Party will be held on May 12, and feature magically-costumed characters right out of *Alice in Wonderland*. Tickets are still available for this very important date, but don't be late as they are going fast. Drop by CDSS at the Community Centre, or give us a call for more information.
- Spring also brought National Volunteer Week to Camrose (along with the rest of Canada). According to national statistics, Camrosians donate about a million volunteer hours each year. To thank all of our hard-working volunteers, CDSS joined Camrose Adult Learning Council, Habitat for Humanity and The Open Door in hosting a Volunteer Pancake Breakfast at Café Connections on April 20. It was great visiting with everyone who dropped by.
- Kudus to Shara Harkey, a student in Augustana's Community Service Learning program, for unearthing those national statistics on local volunteerism. Along with several CSL colleagues, Shara undertook a research project on our local social economy this past year. The research was shared at a roundtable held at Augustana on April 24. The findings generated some interesting discussion, indicating areas for further research to glean a precise, comprehensive picture of this multi-million dollar sector within our local economy. CDSS contributed to the project; four CDSS staff attended the roundtable.
- Also in April: In partnership with other members of the Men at Risk Committee, CDSS Rural Communities Program Director Clarence Hastings organized another successful Men's Conference, which took place on April 27. Local celebrity Danny Hooper was MC; Dr. David Long, a sociology professor at King's University College in Edmonton, was the keynote speaker.
- Moving along, the Camrose Open Door has challenged CDSS to participate in the Boys and Girls Club Annual June Johns Memorial Mayor's Walk and Run fundraiser around Mirror Lake, Sunday, May 6. Although hesitant to open the flood-gates of fundraising requests, CDSS Director Margaret Holliston and Prairie Central FASD Coordinator Stacy Wolbeck nevertheless agreed take up the challenge and go walking for a good cause on behalf of CDSS staff.

Item: 7.c)

- National Seniors Week is June 3 to 9. Camrose Seniors Coalition, to which CDSS belongs, is planning some activities that week that are specifically for seniors to celebrate their contributions to community. Look for more news in local papers later in May.
- Also in June, the Boys and Girls Club will again partner with the Family Violence Action Society to host its third Father's Day Awareness BBQ at the Camrose Community Centre on June 17.
- In addition to offering counselling for men, women, youth, and children affected by family violence and bullying, the Family Violence Action Society coordinates the Family Violence Response Council. The FVRC recently undertook a project to develop linking protocols to address elder abuse in our community. At the other end of the demographic spectrum, Council members are also working with other partners, including several junior high school girls, to begin organizing the fourth Be Chic Girls Empowerment Conference later this year.
- Unfortunately, not all is rosy at CDSS. OSCAR (our after-school care program) is becoming increasingly concerned about licensing changes that come into effect this fall requiring more staff to achieve higher designations. CDSS and OSCAR certainly support the principal of optimum staffing qualifications; however, we believe that current requirements are already sufficient to ensure an excellent program. Staff recruitment in rural communities is challenging. To require casual, part-time staff - many of whom are university students pursuing different areas of study - to devote a year of time and money on upgrading to a level not really needed in terms of program quality seems a little disingenuous to us. OSCAR is attempting to negotiate a compromise with the province, and we hear that other rural programs are doing the same.
- CDSS will soon lose a board member and a couple of well-loved staff. Dennis Wishnowski, who has represented the seven Villages on the CDSS Board of Directors for the past couple of years, is resigning at the end of June. We thank Dennis for his service and wish him well.
- Shelley Zoerb has been with the Family Resource Centre/Parent Link Centre for over seven years and recently began serving as the Camrose and Area Early child Development Coordinator in addition to her FRC role. Sadly (for us), Shelley is moving to Saskatchewan some time in June. Good-bye, best wishes, and thank you, Shelley!
- Finally, Barbara Benyon, long-time Program Director for Camrose and District Home Support and Camrose and District Pre-School, is retiring at the end of June. Barbara does not want to leave amidst great fanfare and hoopla, but she cannot sneak out quietly, either. We extend Barbara our heartfelt thanks for her dedicated service to her programs and to CDSS as a whole over many, many years. She has been an awesome colleague and friend, and we wish her a rockin' good time as she begins her retirement.
- There is more happening at CDSS, even as we look forward to the summer wind-down in the not-too-distant future. Remember to drop by our **Open House at the Community Centre on June 18, 1:30 to 3:30** to visit, enjoy some snacks and receive a copy of our Annual Report.



For more information, please call 672-0141



May 3, 2012

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

Dear Mayor Blatz


The Town of Bashaw would be honored if you could join us for our 11TH ANNUAL BASHAW PARADE and take in our Miniature Bull Bucking performance and Wagon Races being held June 8, 9 & 10, 2012. This year the Parade is being sponsored by the Bashaw Elks Club.

Please accept this letter as your invitation to ride in one of the parade cars on Saturday morning, June 9, 2012 at 11:00 a.m. Since the parade is scheduled to start at 11:00 a.m., we are requesting all parade participants be lined-up and ready by 10:00 a.m. at the Arena parking lot on 52nd Street.

Enclosed you will find 2 complimentary tickets to the Bashaw Fire Department's annual pancake breakfast which is hosted by our Volunteer Firemen and also 2 complimentary tickets for the afternoon performance of the Miniature Bucking Bulls. You are invited to spend the day with us and experience Bashaw's hospitality, western style.

Please RSVP your intentions by return mail to Allan Rutz, Box 654, BASHAW ELKS CLUB, PARADE CHAIRMAN or fax us @ 780-372-2335 or e-mail admin@townofbashaw.com on or before June 4, 2012.

We look forward to entertaining you at our Best Darn "Tootinist" Wagon Races and Mini Bull Bucking event in Central Alberta!


per Robert Cammidge
Mayor

The regular meeting of the Parkland Regional Library Board was called to order at 10:05 a.m. on Thursday, March 1, 2012 in the PRL Board Room, Lacombe.

Present: Debra Smith (Board Chair), Michael Baird, Bob Bryant, Sheila Church, Nathan Cooper, Grant Creasey, Bonnie Danylyshen, John Walker for Colleen Ebden, Bruce Gartside, Tammy Gladue, Marie Gridley, Lynda Haarstad-Petten, Jeanette Herle, Lois Johnson, Ken Wigmore for Brenda Knight, Jean Knudtson, Barb McArthur, Rae McClure, Patricia McKean, Rick Manning, Philip Massier, Greg Miller, Glen Nelson, Richard Poole, Randy Saler, James Nibourg for Terry Schiffner, Brian Spiller, Shayne Steffen, Janine Stannard, Janet Sunderman, Keith Beebe for George Verheire

With regrets: Beverly Anderson, Darcy Bachman, Murray Ball, Kaye Innes, Sue Krest, Ken MacVicar, Tara Mazur, Wayne Miller, Paul Payson, Cathy Perry, Daryl Shillington, Barry Tripp, Gayle Veno

Absent: Leslie Abrams, Ashely deSorcy, Wanja Fontaine, Aaron Gramlich, Brian McGaffigan, Dawn McKenzie, Alana Metcalfe, Kathy Sitter, Sharon Williamson, Brenda Wismer

Staff: Ron Sheppard, Anna Alexander, Marquita Bevans, Lauralee Gilmour, Fran Kimmel, Joanne Mokry, Sharon Thompson, Tim Spark, Donna Williams

Smith asked all members to introduce themselves.

1. Call to Order

Meeting called to order at 10:05 a.m. by Smith.

1.1.1. Agenda

1.1.1.2 Adoption of the Agenda

Addition to the agenda: 3.0 – ALTA Update – Michael Baird

Motion by Poole, seconded by Stannard to accept the amended agenda.

CARRIED UNANIMOUSLY
PRL 11/2011-12

Sheppard explained the handouts for the meeting and announced that the afternoon session is going to be held at the Lacombe Memorial Centre instead of at PRL headquarters.

1.1.2 Approval of minutes

The attendance list for the November 17th meeting was updated with several names added that were missed from the last meeting – Greg Miller, Rick Manning, Randy Saler, and Bruce Gartside.

Motion by Knudtson, seconded by Miller, to approve the minutes of November 17th, 2011 meeting as amended.

CARRIED UNANIMOUSLY
PRL 12/2011-12

Item: 7. e)

1.3 Business arising from the minutes of November 17th, 2011

Smith asked if there was any business arising from the minutes. Nothing was brought forward.

2. Consent Agenda

Smith asked if there was any business arising from the consent agenda.

A motion for the approval of the consent agenda was made by Manning, seconded by Church.

CARRIED UNANIMOUSLY

PRL 13/2011-12

3. Items for Action/Information

3.0 ALTA Report – Michael Baird

Michael Baird gave a brief report on ALTA. A package of the bylaws and updates will be approved at the meeting at the Alberta Library Conference. The bylaws and updates were approved by ALTA but never submitted to the AGM. Also, the provincial election is coming up and an information package will be sent out to all members. Baird reminded everyone to renew their 2012 ALTA memberships if they haven't already done so.

3.1 Staff Recognition

This year, four Parkland staff received long service awards. Smith presented Margaret Wedman and Wayne Wedman each their 10-year pin and a cheque for \$500, and Sharon Thompson and Colleen Schalm each their 5-year pin and a cheque for \$100. Wayne Wedman and Margaret Wedman are both catalogers and Sharon Thompson and Colleen Schalm are consultant librarians.

3.2 Increase in PRL's Population

Sheppard reported that according to the most recent statistics provided by Alberta Municipal Affairs (MA), PRL's service area population has increased by 1,492 bringing our population figure up to 200,379. Since the package was mailed out, the federal census figures are now available and showing PRL's population as 201,957.

With the increase in the population figures provided by MA, PRL's operating grant may increase. The extra income of approximately \$17,000 could eliminate the need to move nearly \$20,000 from reserves to balance the budget in 2012.

3.3 Spruce View SuperNet

Sheppard explained that the Spruce View Community Library was not connected to the SuperNet through the provincial government funding provided in 2005. Spruce View was connected to the SuperNet via the Spruce View School.

Recently, as part of the provincial government plan for public libraries, funding was made available to give Spruce View Community Library its own dedicated connection to the SuperNet. This dedicated connection will mean that the library will be able to participate in PRL's free internet as well as network and wireless management. The cost of \$2,331.72 is being paid for by the Public Library Services Branch. Parkland will be supplying the SuperNet Customer Edge Device (CED). These devices cost between \$900 and \$1200. PRL purchased an extra CED when they were purchased for all public libraries using CAP funding.

3.4 2011 in Review

3.4.1 Annual Satisfaction Surveys

PRL is required every year to conduct a satisfaction survey of its public libraries and municipal councils. Included in the package is a one-page synopsis sheet that is a comparison from past years and is the information required by Municipal Affairs for our annual report. The full satisfaction surveys for both councils and libraries were also reviewed. Overall satisfaction with PRL remains high.

3.4.2 Review of Strategic Plan

PRL needs to review its strategic plan annually. Sheppard reviewed the status of the strategic plan. In the document included with the board package, the sections in bold and italics in the "status" column are the accomplishments for 2011. PRL has successfully accomplished many of its goals and is well positioned to meet all of its planned objectives by the end of the time frame for the current strategic plan which concludes at the end of 2012.

Motion by Stannard, seconded by Wigmore, to receive the update on PRL's 2010 – 2012 Strategic Plan for information.

CARRIED UNANIMOUSLY
PRL 14/2011-12

3.4.3 Annual Reports

Sheppard told the Board that staff has made a change to the presentation of PRL's annual report for approval. Staff from the different departments will review the sections of the annual report.

Spark gave an update on the IT department. PRL hired Steven Dobrowolski as a network computer technician in January. The IT department has been very busy with the bulk purchase of new computers for libraries, 147 desktop computers and 36 laptop computers as well as a new storage unit for PRL. Staff saved approximately \$79,000 on the total cost by bulk purchasing. IT staff are also busy with the two new initiatives approved in 2011 – desktop management and wireless network management for member libraries.

Marquita Bevans presented a powerpoint presentation on the activities of Technical Services and Direct Services. Sharon Thompson and Joanne Mokry reported on the activities of PRL's consultant librarians.

Motion by Baird, seconded by Creasey, to approve PRL's 2012 Annual Survey and 2011 Annual Report of Public Library Systems in Alberta.

CARRIED UNANIMOUSLY
PRL 15/2011-12

As Board of Record, PRL must approve the annual reports for our four outlet libraries. A documents showing the comparisons for the outlet libraries for 2010 and 2011 was handed out at the meeting along with the comments and accomplishments for each library for 2011.

Motion by Haarstad-Petten, seconded by Poole, to approve the Public Library Survey and 2011 Annual Report of Public Libraries in Alberta for PRL's Library Service Points which include Brownfield Community Library, Nordegg Public Library, Spruce View Community Library, and Water Valley Public Library.

CARRIED UNANIMOUSLY
PRL 16/2011-12

3.5 Changes to PRL's Outlet Policies

PRL staff were instructed by the Executive Committee to do an audit for the Water Valley Public Library. Sheppard reported that from this task, it was decided to review the outlet policies which have not been reviewed for a few years. Sheppard reviewed the synopsis of the changes made to the outlet policies that were included in the package.

Motion by Herle, seconded by Manning to approve the changes to PRL's Outlet Policies as presented.

CARRIED UNANIMOUSLY
PRL 17/2011-12

3.6 Changes to PRL's Annual Agenda

The Executive Committee discussed the criteria for selection PRL trustees to attend the Alberta Library Conference at the last meeting on January 26th. Due to confusion as to which PRL trustees could attend ALC, the following statement was added to the Annual Agenda of the PRL Board's annual duties. The Executive Committee will review the criteria for sending PRL trustees to ALC before the November Board meeting where ALC attendees are selected.

The statement reads as follows:

2.7 ANNUAL AGENDA

- *review the criteria for selecting Parkland Regional Library trustees attending the Alberta Library Conference.*

Motion by Johnson, seconded by Church to approve the change to PRL's Annual Agenda.

CARRIED UNANIMOUSLY
PRL 18/2011-12

3.7 Review of PRL's Reserves

Sheppard reported that the Executive Committee has been reviewing PRL's Reserves at several meetings since the June 16th, 2011 Executive Committee meeting. The Executive Committee has met once with Rob Fisher to discuss PRL's reserves and several policy changes relating to the reserves have been endorsed by the Executive Committee. Sheppard and Williams will be meeting with Rob Fisher on March 8th for further discussion. Information will be brought forward and changes to the reserve policies will be brought to the May Board meeting.

4. Adjournment

Motion by Cooper to adjourn the meeting at 12:10 p.m.

CARRIED UNANIMOUSLY
PRL 19/2011-12

Meeting adjourned at 12:10 p.m.

Chairman