



AGENDA

**Regular Meeting of Council of the Village of Bawlf in the Province of Alberta
Wednesday, October 17, 2012 – 7:00 p.m.
Council Chambers**

1. CALL TO ORDER

2. DELEGATIONS

none

3. GENERAL GOVERNMENT

a) Agenda

Motion to adopt as presented

b) Minutes of the Regular Meeting of Council held September 19, 2012

Motion to adopt as presented

c) Accounts Payable – September 2012

Motion to accept as information

d) Financial Statement – September 2012

Motion to accept for information

4. BUSINESS ARISING

a) Unhitched Trailers

Discussion

b) Daysland Drainage District Annual Invoice

Discussion

c) Tank Site Remediation Program

Motion

d) Encasing Sewer Line Beneath Access Road

Motion

e) Drainage Solutions for Hanson Street and Molstad Avenue

Motion

5. NEW BUSINESS

a) Regional Emergency Management Services Liaison Regional Collaboration Program

Motion

b) Advertizing Vacant Lots

Motion

c) Parkland Regional Library 2013 Budget

Motion

d) Lions Club Hall Reconciliation

Motion

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) Bawlf Public Library Invitation

b) CDSS Board Minutes June 18, 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
Wednesday, September 19, 2012 at 7:00 p.m.
In the Bawlf Village Office

PRESENT:

Mayor G. Blatz
Deputy Mayor J. Yuha
Councillor J. Tessari
Councillor F. Reinke
Councillor K. Robbins
Leanna Banack, Communications Coordinator
Clarence Hastings, Camrose and District Support Services
Dennis Adams, resident

1. CALL TO ORDER

Mayor Blatz called the meeting to order at 6:59 p.m.

2. DELEGATIONS

- a) 7:02 p.m. - Camrose and District Support Services Funding Opportunity (Clarence Hastings)
Clarence Hastings left the meeting at 7:18 p.m.

3. GENERAL GOVERNMENT

- a) *AGENDA*

MOTION 147/12 MOVED BY Mayor Blatz that the agenda be adopted as presented.

CARRIED

- b) *MINUTES OF THE REGULAR MEETING OF COUNCIL HELD AUGUST 15, 2012*

MOTION 148/12 MOVED BY Mayor Blatz that the minutes be adopted as amended.

CARRIED

- c) *ACCOUNTS PAYABLE – AUGUST 2012*

MOTION 149/12 MOVED BY Councillor Reinke to accept the accounts payable for August 2012 for information.

CARRIED

- d) *FINANCIAL STATEMENT – AUGUST 2012*

MOTION 150/12 MOVED BY Deputy Mayor Yuha to accept the financial statement for August 2012 for information.

CARRIED

4. BUSINESS ARISING

- a) *HANSON STREET ROADWORK INVOICE – no memo (Mayor G. Blatz to report)*
MOTION 151/12 MOVED BY Councillor Reinke that Council approve payment of the Burkard Trucking Invoice #1966 for roadwork on Hanson Street between Alberta and Molstad Avenues in the amount of \$15,919.73.

CARRIED

MOTION 152/12 MOVED BY Deputy Mayor Yuha that Council recess to convene In-Camera, with all persons except Council, Village Manager Lynn Horbasenko and Communications Coordinator Leanna Banack being excluded from the meeting to discuss an administration issue. (7:32p.m. – 5 Councillors Present)

CARRIED

In-Camera adjourned at 7:36pm

- b) *INCOMPLETE CONSTRUCTION AND/OR LANDSCAPING*

MOTION 153/12 MOVED BY Councillor Tessari that the Village of Bawlf include the following construction and landscape completion timelines in future lot purchase agreements, development permit conditions and in the Village of Bawlf Land Use Bylaw when it is reviewed and rewritten:

- a.) *Construction Completion – all construction shall be completed within 24 months of the date of issuance of the development permit.*
- b.) *Landscaping Completion – all landscaping shall be completed within 18 months of the completion of construction or within 18 months of the commencement of the use, whichever occurs first.*

CARRIED

- c) *UNHITCHED TRAILERS – no memo (Mayor G. Blatz)*

MOTION 154/12 MOVED BY Mayor Blatz that based on discussions in the August 15th Council Meeting, that Council cancel any tickets issued for unhitched trailers on July 30th, and August 17th, and reimburse any that have been paid.

CARRIED

5. NEW BUSINESS

- a) *2013 BUDGET PROCESS AND TIMELINE*

MOTION 155/12 MOVED BY Councillor Robbins that Village Council accept the proposed process and timeline for developing the 2013 operating and capital budget and that meetings be scheduled for October 24th, November 19th, and November 28th.

CARRIED

- b) *FIRE DEPARTMENT – FACILITY PLANS – no memo (Mayor G. Blatz to report)*

DISCUSSION

c) *FORTIS FRANCHISE FEES*

MOTION 156/12 MOVED BY Mayor Blatz that the Village of Bawlf institute a Fortis Alberta franchise fee of 3%, effective January 1, 2013, and that the residents be notified of such as per the guideline set out in the Village of Bawlf's agreement with Fortis Alberta.

CARRIED

d) *REGIONAL EMERGENCY MANAGEMENT SERVICES LIAISON – no memo (Mayor G. Blatz to report)*

MOTION 157/12 MOVED BY Councillor Reinke that the Village of Bawlf accept Scenario C- Per Capita with 50% County Assistance of the Regional Emergency Management Services Per Capita % Methodology contribution plan.

CARRIED

e) *2013 SERVICE LEVELS*

MOTION 158/12 MOVED BY Deputy Mayor Yuha that Council approve the proposed 2013 Service Levels, with amendments, and that the Village Council and Administration use this document throughout the 2013 budget process.

CARRIED

6. STANDING COMMITTEE REPORTS

- a) Mayor's Report
- b) Administration Report as attached with the following additions: a cheque was issued for the buy-back of Lot 6A, Block 17, Plan 072 0313; Focus is delayed in their drainage study work, no report was available for this council meeting.
- c) Board Reports:
 - Bawlf & District Recreation Association – no meeting
 - Shirley McClellan Regional Water Services Commission – as attached

7. CORRESPONDENCE

- a) Parkland Regional Library Information Package – *one copy to circulate*
- b) Battle River School Division #31 News Release

8. CONFIDENTIAL ITEMS

none

9. ADJOURNMENT

Meeting adjourned at 9:25pm.

MAYOR

VILLAGE MANAGER

Item #: 3. a)



VILLAGE OF BAWLF

Cheque Listing For Council With GL Numbers

Cheque	Date	Name	Expense GL Number	Invoice	Description	Invoice Amount	Cheque Amount
20101314	2012-09-18	1623996 ALBERTA LTD., C/O NUTEC/ELE			PAYMENT		94.50
			2-12-250	77353	TELEPHONE SYSTEM REPAIRS	94.50	
20101315	2012-09-18	ALBERTA ANIMAL SERVICES			PAYMENT		590.56
			2-26-270	10800	BYLAW ENFORCEMENT OFFICER	590.56	
20101316	2012-09-18	ALBERTA HOTEL & LODGING ASSOC.			PAYMENT		262.50
			2-72-220	2	2012 CAMPGROUND GUIDE	262.50	
20101317	2012-09-18	ANKERTON GAS CO-OP			PAYMENT		49.85
			2-12-540	35	NATURAL GAS - VILLAGE OFFICE	5.06	
			2-23-541	35	NATURAL GAS - FIRE HALL	25.48	
			2-41-540	35	NATURAL GAS - PUMPHOUSE	3.64	
			2-41-540	35	NATURAL GAS - RESERVOIR	11.30	
			2-42-540	35	NATURAL GAS - LIFT STATION	1.47	
			2-74-540	35	NATURAL GAS - OLD HALL	2.90	
20101318	2012-09-18	BAWLF COUNTRY STORE			PAYMENT		5.60
			2-12-510	105565	BATTERIES FOR THE COMPUTER MOU	3.00	
			2-12-510	107353	GARBAGE BAGS - V.O.	2.60	
20101319	2012-09-18	BIRCH FUMIGATORS			PAYMENT		525.00
			2-12-250	9732	ANT CONTROL V.O.	525.00	
20101320	2012-09-18	CAN PAK ENVIRONMENTAL			PAYMENT		2,629.49
			2-43-270	01538	GARBAGE PICKUP	1,682.39	
			2-44-350	01538	RECYCLING PICKUP	947.10	
20101321	2012-09-18	CLARK, LORNA			PAYMENT		11.01
			2-74-510	5	CLEANING SUPPLIES	11.01	
20101322	2012-09-18	D&G DISTRIBUTORS			PAYMENT		107.03
			2-32-510	0057938	LAWN MOWER PARTS	53.52	
			2-72-510	0057938	LAWN MOWER PARTS	53.51	
20101323	2012-09-18	DAYS LAND AUTO & FARM			PAYMENT		155.31
			2-32-510	304326	BATTERY FOR THE J.D.	77.65	
			2-72-510	304326	BATTERY FOR THE J.D.	77.66	
20101324	2012-09-18	DAYS LAND BACKHOE & TRUCKING			PAYMENT		1,050.00
			2-41-250	34467	SEARCH FOR WATER LEAK	1,050.00	
20101325	2012-09-18	FARNHAM WEST STOLEE			PAYMENT		6,870.06
			2-12-233	29500SK00	COURT APPEARANCE RE LOCK	193.46	
			2-66-120	3	ALDRICH REPURCHASE	6,676.60	
20101326	2012-09-18	FOCUS			PAYMENT		2,449.91
			2-42-230	391764	SANITARY SEWER RELINING	2,449.91	
20101327	2012-09-18	REYN-FELT ELECTRIC 2002 LTD			PAYMENT		126.00
			2-41-250	00948051	REPAIR WATER WELL	126.00	
20101328	2012-09-18	SCHNELL & BARRIE LTD.			PAYMENT		9.08
			2-42-510	46175K	SUMP PUMP PARTS	9.08	
20101329	2012-09-18	STERLING WATER CONDITIONING LTD.			PAYMENT		529.20
			2-41-510	14003	CHLORINE - RESERVOIR	529.20	
20101330	2012-09-18	TELUS COMMUNICATIONS INC.			PAYMENT		642.64
			2-12-217	30	TELEPHONE - VILLAGE OFFICE	270.17	
			2-12-217	30	TELEPHONE - FAX	91.92	
			2-23-217	30	TELEPHONE - FIRE DEPT.	93.81	
			2-41-217	30	TELEPHONE - WELLS	102.33	
			2-42-217	30	ALARM - LIFT STATION	84.41	
20101331	2012-09-18	THE SOAP STOP			PAYMENT		51.34

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VILLAGE OF BAWLF

Cheque Listing For Council With GL Numbers

Cheque	Date	Name	Expense GL Number	Invoice	Description	Invoice Amount	Cheque Amount
20101331	2012-09-18	THE SOAP STOP	2-74-510	362002	SUPPLIES - NEW HALL	51.34	51.34
20101332	2012-09-18	UFA			PAYMENT		363.76
			2-12-511	007754	CREDIT CHARGE	0.30	
			2-32-510	007754	SUPPLIES P.W.	14.50	
			2-32-521	007754	FUEL	167.22	
			2-72-510	007754	SUPPLIES P.W.	14.51	
			2-72-521	007754	FUEL	167.23	
20101333	2012-09-18	WORKERS COMPENSATION BOARD			PAYMENT		502.50
			2-12-274	18558420	PREMIUM	502.50	
20101334	2012-09-20	BLATZ, GORDIE			PAYMENT		230.00
			2-11-150	42	REMUNERATION	230.00	
20101335	2012-09-20	BURKARD TRUCKING			PAYMENT		15,919.73
			2-32-250	1966	ROAD REPAIRS - HANSON STREET	15,919.73	
20101336	2012-09-20	REINKE, FERN			PAYMENT		110.00
			2-11-150	20	REMUNERATION	110.00	
20101337	2012-09-20	ROBBINS, KAREN			PAYMENT		110.00
			2-11-150	30	REMUNERATION	110.00	
20101338	2012-09-20	TESSARI, JOHN			PAYMENT		110.00
			2-11-150	5	REMUNERATION	110.00	
20101339	2012-09-20	YUHA, JODY			PAYMENT		298.00
			2-11-150	37	REMUNERATION	190.00	
			2-11-211	37	MILEAGE	108.00	
20101340	2012-09-27	BANACK, LEANNA			PAYMENT		
			2-12-110	8	WAGES		
20101341	2012-09-27	BAWLF SCHOOL			PAYMENT		400.00
			2-12-225	4	TWO AWARDS	400.00	
20101342	2012-09-27	CLARK, LORNA			PAYMENT		135.00
			2-12-258	6	JANITORIAL SERVICES	60.00	
			2-12-258	7	JANITORIAL SERVICES	75.00	
20101343	2012-09-27	HORBASENKO, LYNN			PAYMENT		
			2-12-110	48	WAGES		
20101344	2012-09-27	JACOBSEN, JUSTIN			PAYMENT		299.25
			2-32-510	3908	REPLACEMENT SHOE FOR GRADER	149.62	
			2-72-510	3908	REPLACEMENT SHOE FOR GRADER	149.63	
				50			
			2-32-110	51	WAGES		
			2-72-110	51	WAGES		
20101345	2012-09-27	PARKLAND REGIONAL LIBRARY			PAYMENT		694.08
			2-74-750	120038	4TH QUARTER REQUISITION	694.08	
20101346	2012-09-27	RECEIVER GENERAL			PAYMENT		2,207.10
			2-12-110	25	LEANNA BANACK	101.32	
			2-12-110	25	LYNN HORBASENKO	738.61	
			2-12-110	25	MYRNA SCHAPANSKY	536.65	
			2-12-130	25	REC GEN - SCHAPANSKY	195.42	
			2-12-130	25	REC GEN - BANACK	80.56	
			2-12-130	25	REC GENL - HORBASENKO	245.85	
			2-32-110	25	JUSTIN JACOBSEN	98.93	
			2-32-130	25	REC GEN - JACOBSEN	55.41	
			2-72-110	25	JUSTIN JACOBSEN	98.93	
			2-72-130	25	REC GEN JACOBSEN	55.42	



VILLAGE OF BAWLF

Cheque Listing For Council With GL Numbers

Cheque	Date	Name	Expense GL Number	Invoice	Description	Invoice Amount	Cheque Amount
20101347	2012-09-27	SCHAPANSKY, MYRNA			PAYMENT		27.90
			2-12-110	44	WAGES		
			2-12-211	45	MILEAGE TO CAMROSE - LEGAL PAPER	27.90	
20101348	2012-09-27	TRANSALTA ENERGY MARKETING			PAYMENT		2,828.72
			2-12-540	8	ELECTICITY - V. O.	277.46	
			2-23-540	8	ELECTICITY - FIRE HALL	77.16	
			2-32-540	8	ELECTICITY - LIGHTS	1,067.39	
			2-41-540	8	ELECTICITY - WELLS	272.29	
			2-41-540	8	ELECTICITY - RESERVOIR	516.57	
			2-42-540	8	ELECTICITY - LIFT STATION	276.14	
			2-72-540	8	ELECTICITY - S.G.	101.18	
			2-72-540	8	ELECTICITY - C.R.	54.02	
			2-72-540	8	ELECTICITY - C.R.	82.51	
			2-72-540	8	ELECTICITY - S.R.	52.14	
			2-74-540	8	ELECTICITY - OLD HALL	51.86	
20101349	2012-09-27	WINDWOODGROUP			PAYMENT		922.69
			2-23-251	12091901	VEHICLE DECALS	922.69	
					<i>Wages</i>	7616.06	7616.06
					Total	48,933.87	



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT



GL Number	Description	September 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
TAX REVENUE					
1-00-110	TAXES - RESIDENTIAL	0.00	281,222.11	0.00	(281,222.11)
1-00-111	TAXES - RESIDENTIAL VACANT	0.00	0.00	0.00	0.00
1-00-112	TAXES - COMMERCIAL	0.00	25,973.41	0.00	(25,973.41)
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	4,596.64	0.00	(4,596.64)
1-00-190	TAXES - LINEAR	0.00	3,487.67	0.00	(3,487.67)
1-00-240	GRANTS IN LIEU	0.00	0.00	0.00	0.00
1-00-510	PENALTIES & COSTS ON TAXES	2,693.77	8,466.09	7,000.00	(1,466.09)
*	TOTAL TAX REVENUE	2,693.77	323,745.92	7,000.00	(316,745.92)
INVESTMENT REVENUE					
1-00-550	RETURN ON INVESTMENTS	18.16	149.81	0.00	(149.81)
*	TOTAL INVESTMENT REVENUE	18.16	149.81	0.00	(149.81)
GENERAL REVENUE					
1-12-410	Sale of General Services	25.00	1,568.37	2,100.00	531.63
1-12-590	OTHER REVENUE	25.50	76,870.69	0.00	(76,870.69)
1-12-741	FINES & COSTS	0.00	0.00	0.00	0.00
*	TOTAL GENERAL REVENUE	50.50	78,439.06	2,100.00	(76,339.06)
GRANTS					
1-12-730	FEDERAL UNCONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-12-740	PROVINCIAL UNCONDITIONAL GRANTS	468,616.00	468,616.00	0.00	(468,616.00)
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	468,616.00	468,616.00	37,134.00	(431,482.00)
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	5,549.61	4,000.00	(1,549.61)
1-23-411	MOTOR VEHICLE ACCIDENT FEES CHARG	0.00	5,700.00	1,000.00	(4,700.00)
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	4,725.00	0.00	(4,725.00)
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)

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VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	September 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	3,238.83	2,000.00	(1,238.83)
1-23-855	COUNTY OWNED TRUCK	0.00	5,887.64	1,000.00	(4,887.64)
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
BYLAW REVENUE					
1-26-525	DOG LICENSES	0.00	865.00	1,500.00	635.00
1-26-530	BYLAW FINES	0.00	100.00	200.00	100.00
1-26-845	PROVINCIAL GRANT OPERATING	0.00	0.00	0.00	0.00
*	TOTAL BYLAW REVENUE	0.00	37,282.56	28,250.00	(9,032.56)
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	753.19	500.00	(253.19)
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	13,242.44	25,000.00	11,757.56
WATER REVENUE					
1-41-410	MONTHLY WATER FEES	6,530.00	57,995.00	75,600.00	17,605.00
1-41-412	BULK WATER SALES	157.96	1,825.12	2,000.00	174.88
1-41-511	WATER PENALTIES	498.06	3,507.06	1,800.00	(1,707.06)
1-41-845	PROVINCIAL GRANT - OPERATING	0.00	0.00	0.00	0.00
1-41-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
*	TOTAL WATER REVENUE	7,186.02	63,327.18	79,400.00	16,072.82
SEWER REVENUE					
1-42-410	MONTHLY SEWER FEES	5,515.00	49,020.00	63,800.00	14,780.00
1-42-511	SEWER PENALTIES	0.00	0.00	1,800.00	1,800.00
1-42-830	FEDERAL CONDITIONAL GRANTS	0.00	50,000.00	0.00	(50,000.00)
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	99,020.00	65,600.00	(33,420.00)
WASTE MANAGEMENT REVENUE					
1-43-410	MONTHLY GARBAGE FEES	2,052.00	18,480.00	24,600.00	6,120.00
1-43-412	MONTHLY RECYCLING FEES	918.00	8,202.60	11,000.00	2,797.40



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	September 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
1-43-845	PROVINCAIL GRANT - OPERATING	0.00	0.00	0.00	0.00
*	TOTAL WASTE MANAGEMENT REVEN	2,970.00	26,682.60	35,600.00	8,917.40
	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	200.00	200.00	0.00
1-56-570	CEMETERY DONATIONS	0.00	665.00	100.00	(565.00)
1-56-571	CEMETERY MAINTENANCE REVENUE	0.00	0.00	500.00	500.00
*	TOTAL CEMETERY REVEUE	0.00	865.00	800.00	(65.00)
	DEVELOPMENT REVENUE				
1-61-410	DEVELOPMENT PERMITS & CHARGES	0.00	750.00	400.00	(350.00)
*	TOTAL DEVELOPMENT REVENUE	0.00	750.00	400.00	(350.00)
	LAND SALES				
1-66-410	LAND SALES	0.00	29,016.75	0.00	(29,016.75)
*	TOTAL LAND SALES	0.00	29,016.75	0.00	(29,016.75)
	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	210.00	1,605.00	1,200.00	(405.00)
1-72-570	PARK DONATIONS	0.00	0.00	0.00	0.00
1-72-590	UTILITIES RECOVERED	213.39	2,613.39	0.00	(2,613.39)
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	12,500.00	12,500.00	0.00
*	TOTAL PARKS & RECREATION REVEN	423.39	19,115.89	24,300.00	5,184.11
	CULTURE REVENUE				
1-74-560	HALL RENTALS	150.00	3,900.00	0.00	(3,900.00)
1-74-570	HALL DONATIONS	0.00	0.00	0.00	0.00
1-74-590	OTHER REVENUE	0.00	25.00	0.00	(25.00)
1-74-593	SPECIAL EVENT REVENUES	0.00	20.00	100.00	80.00
*	TOTAL CULTURE REVENUE	150.00	3,945.00	100.00	(3,845.00)
	RESERVE TRANSFERS				
1-97-920	TRANSFER FROM RESERVES	0.00	0.00	0.00	0.00



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	September 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
*	TOTAL RESERVE TRANSFERS	0.00	0.00	0.00	0.00
**	TOTAL REVENUE	487,622.84	1,164,198.21	330,243.00	(833,955.21)
	COUNCIL EXPENSES				
2-11-130	COUNCIL - PAYROLL DEDUCTIONS	0.00	0.00	0.00	0.00
2-11-150	COUNCIL REMUNERATION	750.00	7,710.00	10,500.00	2,790.00
2-11-211	COUNCIL TRAVEL & SUBSISTENCE	108.00	632.25	800.00	167.75
2-11-214	COUNCIL PROFESSIONAL DEVT	0.00	0.00	500.00	500.00
*	TOTAL COUNCIL EXPENSES	858.00	8,342.25	11,800.00	3,457.75
	ADMINISTRATION EXPENSE				
2-12-110	ADMINISTRATION - SALARIES	7,523.00	65,073.46	103,600.00	38,526.54
2-12-130	ADMINISTRATION - PAYROLL DEDUCTION	521.83	5,251.28	0.00	(5,251.28)
2-12-131	EMPLOYEE BENEFITS	0.00	2,511.48	0.00	(2,511.48)
2-12-211	TRAVEL & SUBSISTENCE	27.90	216.81	1,400.00	1,183.19
2-12-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	1,090.26	2,500.00	1,409.74
*	TOTAL ADMINISTRATION EXPENSE	8,072.73	74,143.29	107,500.00	33,356.71
	OFFICE OPERATIONS				
2-12-215	FREIGHT & POSTAGE	0.00	723.66	400.00	(323.66)
2-12-217	TELEPHONE	409.80	3,130.68	4,400.00	1,269.32
2-12-220	ADVERTIZING & PRINTING	125.65	1,571.47	2,000.00	428.53
2-12-225	VILLAGE PROMOTIONS	400.00	400.00	700.00	300.00
2-12-230	PROFESSIONAL & CONSULTING SERVICE	0.00	0.00	0.00	0.00
2-12-231	AUDITING SERVICES	0.00	6,750.00	9,000.00	2,250.00
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	184.25	184.25	500.00	315.75
2-12-237	MUNICIPAL SOFTWARE	0.00	72.20	0.00	(72.20)
2-12-250	OFFICE REPAIRS & MAINTENANCE	590.00	716.87	1,000.00	283.13
2-12-253	TECHNICAL SUPPORT	0.00	3,125.22	3,800.00	674.78
2-12-258	OFFICE JANITORIAL CONTRACT	135.00	367.50	1,900.00	1,532.50
2-12-274	INSURANCE	(338.07)	17,206.10	16,000.00	(1,206.10)
2-12-341	LAND TITLES SERVICES	0.00	130.00	200.00	70.00
2-12-510	OFFICE SUPPLIES	301.03	1,933.96	5,400.00	3,466.04
2-12-511	MISCELLANEOUS	0.29	(851.88)	1,900.00	2,751.88
2-12-519	OTHER SERVICES	0.00	0.00	3,500.00	3,500.00
2-12-540	UTILITIES	269.07	1,953.87	2,600.00	646.13
*	TOTAL OFFICE OPERATIONS	2,077.02	41,669.58	58,500.00	16,830.42
	ADMINISTRATIVE TOTAL				



VILLAGE OF BAWLF

REVENUE/EXPENSE REPORT

GL Number	Description	September 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
2-12-762	CAPITAL PURCHASES	0.00	4,864.35	300.00	(4,564.35)
2-12-790	ADMINISTRATION-AMORTIZATION	0.00	0.00	0.00	0.00
*	TOTAL ADMIN-CAPITAL	0.00	4,864.35	300.00	(4,564.35)
REQUISITIONS					
2-13-750	REQUISITION - SCHOOL	20,605.58	61,816.74	82,422.32	20,605.58
2-13-759	DAVE KNIPE MEMORIAL LIBRARY	0.00	0.00	0.00	0.00
*	TOTAL REQUISITIONS	20,605.58	61,816.74	82,422.32	20,605.58
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	89.34	925.27	1,300.00	374.73
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	1,200.36	400.00	(800.36)
2-23-251	VILLAGE TRUCK REPAIRS	878.75	1,790.06	800.00	(990.06)
2-23-252	COUNTY TRUCK REPAIRS	0.00	5,887.42	1,000.00	(4,887.42)
2-23-253	PAGER REPAIRS	0.00	530.00	750.00	220.00
2-23-254	PROTECTIVE EQUIPMENT & REPAIRS	0.00	2,970.00	6,500.00	3,530.00
2-23-270	CONTRACTED SERVICES	0.00	0.00	100.00	100.00
2-23-274	INSURANCE	0.00	1,658.36	1,400.00	(258.36)
2-23-510	GOODS & SUPPLIES	0.00	1,669.57	1,000.00	(669.57)
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	352.54	800.00	447.46
2-23-540	FIRE HALL POWER	73.49	676.77	2,300.00	1,623.23
2-23-541	FIRE HALL NATURAL GAS	24.27	727.80	1,500.00	772.20
2-23-750	DISPATCH AGREEMENT	0.00	1,209.00	1,200.00	(9.00)
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	1,065.85	19,782.51	30,400.00	10,617.49
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	September 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
BYLAW ENFORCEMENT					
2-26-270	BYLAW ENFORCEMENT OFFICER	562.44	4,485.49	7,000.00	2,514.51
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	562.44	4,679.49	7,700.00	3,020.51
PUBLIC WORKS SALARIES & WAGES					
2-32-110	PW - SALARIES	833.75	8,927.47	24,700.00	15,772.53
2-32-130	PW - PAYROLL DEDUCTIONS	55.41	596.35	0.00	(596.35)
2-32-131	EMPLOYEE BENEFITS	0.00	328.61	0.00	(328.61)
*	TOTAL PUBLIC WORKS SALARIES &	889.16	9,852.43	24,700.00	14,847.57
PUBLIC WORKS OPERATIONS					
2-32-217	TELEPHONE	0.00	0.00	400.00	400.00
2-32-230	PROFESSIONAL CONSULTING	0.00	1,002.50	0.00	(1,002.50)
2-32-250	ROADWAY REPAIRS & MAINTENANCE	15,161.65	88,275.07	4,000.00	(84,275.07)
2-32-270	CONTRACTED SERVICES	0.00	0.00	3,000.00	3,000.00
2-32-510	GOODS & SUPPLIES	281.23	6,936.09	10,000.00	3,063.91
2-32-511	MISCELLANEOUS GENERAL SERVICES	0.00	0.00	0.00	0.00
2-32-521	FUEL & LUBE	159.26	1,241.64	2,100.00	858.36
2-32-540	UTILITIES - STREET LIGHTS	1,016.56	8,119.46	12,300.00	4,180.54
2-32-762	CAPITAL	0.00	2,416.50	0.00	(2,416.50)
2-32-790	PUBLIC WORKS AMORTIZATION	0.00	0.00	0.00	0.00
*	TOTAL PUBLIC WORKS OPERATIONS	16,618.70	107,991.26	31,800.00	(76,191.26)
DRAINAGE					
2-37-250	DRAINAGE - REPAIRS & MAINTENANCE	0.00	30.00	500.00	470.00
2-37-230	PROFESSIONAL & CONSULTING SERVICE	0.00	0.00	0.00	0.00
2-37-750	REQUISITION - DRAINAGE	0.00	0.00	200.00	200.00
*	TOTAL DRAINAGE	0.00	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	225.86	600.00	374.14
2-41-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	417.14	400.00	(17.14)
2-41-217	TELEPHONE	97.46	757.24	1,100.00	342.76
2-41-230	PROFESSIONAL & CONSULTING SERVICE	0.00	0.00	200.00	200.00
2-41-240	CUSTOMER BILLING	34.89	368.09	800.00	431.91
2-41-250	REPAIRS & MAINTENANCE	1,120.00	5,421.54	800.00	(4,621.54)
2-41-270	WATER - CONTRACT	0.00	4,605.00	4,700.00	95.00
2-41-510	GOODS & SUPPLIES	504.00	4,748.1	4,900.00	151.94



VILLAGE OF BAWLF

REVENUE/EXPENSE REPORT

GL Number	Description	September 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
2-41-540	UTILITIES	765.52	7,127.12	10,500.00	3,372.88
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	2,521.87	23,670.05	70,600.00	46,929.95
SEWER OPERATIONS					
2-42-110	SALARIES & WAGES	0.00	0.00	0.00	0.00
2-42-211	TRAVEL & SUBSISTENCE	0.00	73.60	600.00	526.40
2-42-214	MEMBERSHIPS & PROFESSIONAL DEVEL	0.00	300.00	400.00	100.00
2-42-217	TELEPHONE	80.39	631.27	1,000.00	368.73
2-42-230	PROFESSIONAL & CONSULTING SERVICE	2,333.25	14,486.75	0.00	(14,486.75)
2-42-240	CUSTOMER BILLING	34.90	256.67	800.00	543.33
2-42-250	REPAIRS & MAINTENANCE	0.00	2,432.50	3,300.00	867.50
2-42-270	SEWER - CONTRACT	0.00	4,345.00	4,700.00	355.00
2-42-274	INSURANCE PREMIUMS	0.00	0.00	1,300.00	1,300.00
2-42-410	BANK LOAN	0.00	0.00	0.00	0.00
2-42-510	GOODS & SUPPLIES	8.65	8.65	900.00	891.35
2-42-540	UTILITIES	264.39	2,569.70	4,400.00	1,830.30
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	0.00	48,690.18	4,800.00	(43,890.18)
2-42-831	LAGOON DEBENTURE INTEREST	0.00	44.74	0.00	(44.74)
2-74-790	AMORTIZATION	0.00	0.00	0.00	0.00
3-00-272	RECEIVABLES FROM OTHER GOVERNME	0.00	0.00	0.00	0.00
*	TOTAL SEWER OPERATIONS	(2,721.58)	(73,839.06)	(65,600.00)	8,239.06
WASTE MANAGEMENT					
2-43-270	GARBAGE - CONTRACT	1,602.28	12,818.23	18,900.00	6,081.77
2-43-260	RENTAL OF MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00
2-43-350	LANDFILL FEES	0.00	661.85	100.00	(561.85)
2-43-510	GOODS & SUPPLIES	0.00	0.00	0.00	0.00
2-44-350	RECYCLING CHARGES	902.00	7,216.01	10,700.00	3,483.99
*	TOTAL WASTE MANAGEMENT	2,504.28	20,696.09	29,700.00	9,003.91
CAMROSE & DISTRICT SUPPORT SER					
2-51-750	REQUISITION - CDSS	0.00	2,441.18	2,400.00	(41.18)
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	0.00	2,441.18	12,059.00	9,617.82



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	September 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
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
PLANNING & DEVELOPMENT					
2-61-237	MAPPING	0.00	0.00	200.00	200.00
2-66-120	COSTS - LAND SALES	6,676.60	6,676.60	0.00	(6,676.60)
2-61-750	REQUISITION - PLANNING	0.00	1,034.00	1,050.00	16.00
*	TOTAL PLANNING & DEVELOPMENT	6,676.60	7,710.60	1,250.00	(6,460.60)
PARKS & RECREATION					
2-72-110	RECREATION & PARKS - SALARIES	833.75	9,829.53	29,200.00	19,370.47
2-72-115	CSJ & STEP WAGES	0.00	13,364.85	0.00	(13,364.85)
2-72-130	RECREATION & PARKS - PAYROLL DEDUC	55.42	1,474.40	0.00	(1,474.40)
2-72-131	EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00
2-72-211	TRAVEL & SUBSISTENCE	0.00	182.00	0.00	(182.00)
2-72-220	ADVERTIZING & PRINTING	250.00	714.80	500.00	(214.80)
2-72-250	REPAIRS & MAINTENANCE	0.00	2,028.25	2,300.00	271.75
2-72-270	CONTRACTED SERVICES	0.00	0.00	1,200.00	1,200.00
2-72-510	GOODS & SUPPLIES	281.23	2,582.24	2,100.00	(482.24)
2-72-521	FUEL & LUBE	159.27	1,241.67	2,100.00	858.33
2-72-540	UTILITIES - REC BOARD, ETC	276.05	2,099.89	0.00	(2,099.89)
2-72-750	REQUISITIONS - RECREATION	0.00	0.00	0.00	0.00
2-72-762	CAPITAL PURCHASES	0.00	2,500.00	1,500.00	(1,000.00)
2-72-770	GRANTS TO ORGANIZATIONS	0.00	12,500.00	16,550.00	4,050.00
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
*	TOTAL PARKS & RECREATION	1,855.72	48,517.63	55,450.00	6,932.37
CULTURE					
2-74-250	REPAIRS & MAINTENANCE - OLD HALL	0.00	197.40	2,900.00	2,702.60
2-74-510	GOODS & SUPPLIES	59.39	192.07	0.00	(192.07)
2-74-540	UTILITIES	52.15	1,370.80	3,700.00	2,329.20
2-74-584	SPECIAL EVENTS	0.00	509.39	1,100.00	590.61
2-74-750	REQUISITION - PARKLAND LIBRARY	661.03	2,644.18	2,650.00	5.82
2-74-761	CONTRIBUTED TO OTHER OPERATIONS	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	0.00	3,000.00	3,000.00	0.00
2-74-831	DEBENTURE INTEREST	0.00	0.00	0.00	0.00



VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

GL Number	Description	September 2012 Actual	2012 YTD Actual	2012 Budget	2012 Budget Remaining \$
* TOTAL CULTURE		772.57	7,913.84	14,350.00	6,436.16
GENERAL					
2-97-990	GENERAL CONTINGENCY	0.00	0.00	2,500.00	2,500.00
* TOTAL GENERAL		0.00	0.00	2,500.00	2,500.00
** TOTAL EXPENSES		67,802.10	517,960.35	607,931.32	89,970.97
*** SURPLUS/DEFICIT		(419,820.74)	(646,237.86)	277,688.32	923,926.18



MINUTES OF THE SPECIAL MEETING OF COUNCIL
OF THE VILLAGE OF BAWLF
in the Province of Alberta held on
Monday, June 18, 2012 at 7:00 p.m.
In the Bawlf Village Office

PRESENT:

Mayor G. Blatz
Deputy Mayor J. Yuha
Councillor K. Robbins
Councillor F. Reinke
Councillor J. Tessari
Lynn Horbasenko, Village Manager

CALL TO ORDER

Mayor Blatz called the meeting to order at 7:00 p.m.

1. OATH OF OFFICE

John Tessari took the Oath of Office and was sworn in as a Village of Bawlf Council Member.

2. GENERAL GOVERNMENT

a) *AGENDA*

MOTION 96A/12: MOVED BY Deputy Mayor Yuha that Village Council accept the agenda as presented.

CARRIED

3. NEW BUSINESS

a) *TAX SITUATION AND OPTIONS*

Discussion arose regarding special taxes and the mil rate bylaw. The issue will be discussed further at the June 20, 2012 Regular Council Meeting.

4. ADJOURNMENT

The meeting adjourned at 8:20 p.m.

These minutes were approved at the Regular Meeting of Council held Wednesday, October 17, 2012.

MAYOR

VILLAGE MANAGER

Item #: 3. e)

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: October 9, 2012
SUBJECT: **Unhitched Trailers**

PURPOSE:

The purpose of this memo is to present Council with further detail regarding the recent enforcement of Bylaw 562/08, the Traffic Control Bylaw.

BACKGROUND:

June 20/12 Council Meeting - discussed issues of unsightly properties and unhitched trailers; created a list for the bylaw officer.

July 18/12 Council Meeting - Admin report included a bullet stating that the bylaw officer had issued tickets for unattached trailers.

July 30/12 - bylaw officer issued four tickets for unhitched trailers due on Sept 19 (one withdrawn on August 29 due to trailer not being located on Village property, one paid with complaint to Village staff due to having received permission from the Village many years ago, one paid with no complaint, and one not paid/no appearance in court on due date).

August 15/12 Council Meeting - photos circulated and more discussion around unhitched trailers. Admin was asked to inform the bylaw officer of the unhitched trailers in the photos.

August 17/12 - bylaw officer issued two additional tickets for unhitched trailers due on Oct 3 (both paid with complaints to Village staff; one was a second ticket to the resident who stated he received previous permission from the Village).

September 4/12 - invoice from Farnham West Stolee for August 29th withdrawal of one July 30th ticket, including attendance in court (cost of \$184.25 + gst)

September 19/12 Council Meeting - MOTION 154/12 MOVED BY Mayor Blatz that based on discussions in the August 15th Council Meeting, that Council cancel any tickets issued for unhitched trailers on July 30th and August 17th, and reimburse any that have been paid. **CARRIED**

September 20/12 - invoice from Farnham West Stolee for work associated on three unpaid tickets due Sept 19th and attendance in court on Sept 19th (cost of \$702.50 + gst). Two tickets were paid just prior to the court appearance but legal work had already been completed and therefore, charged to the Village.

On September 20, Acting CAO Myrna Schapansky, notified the bylaw officer of the motion passed by Council at their September 19th meeting. The bylaw officer was not happy and expressed that he would no longer enforce the Traffic Control Bylaw for the Village. On September 26, I spoke with the bylaw officer and he stated that he felt he was doing his job and was undermined by Council's motion to withdraw and reimburse tickets after receiving complaints. I then emailed the Council to ask if there were any second thoughts around the September 19th motion due to the position the bylaw officer has now taken. Three council members responded, indicating that perhaps further discussion may be warranted.

No action has been taken to date on Motion 154/12. Therefore, the motion may be rescinded if Council chooses to do so after further discussion of this issue.

ALTERNATIVES:

1. That the Village Council take no further action with the understanding that Motion 154/12 will stand as passed on September 19, 2012.
2. That the Village Council rescind Motion 154/12 based on the fact that the bylaw officer has taken the position of no longer enforcing the Village's Traffic Control Bylaw 562/08.

RECOMMENDATION:

It is recommended that the Village Council rescind Motion 154/12 based on the fact that the bylaw officer has taken the position of no longer enforcing the Village's Traffic Control Bylaw 562/08.

To: The Village of Bawlf

October 16, 2012

Re: Traffic Violation tickets

RECEIVED

OCT 17 2012

On August 21, 2012 we received a ticket in the mail from the By-law enforcement officer for \$50.00 for illegally parking our utility trailer. The trailer was parked across from our house on village property where it as been parked, on and off, for 4 years. Before that, we have parked trailers there for about 15 years – all with permission from the town. When we brought this trailer home, Denis went to the Village Office to make sure it was still okay to park and was told there was no problem.

On August 22, 2012 Gord Blatz called and asked if we could move our trailer off town property as there had been complaints. I informed him that we had just received a ticket and he said that others had gotten tickets and that was not the intent of the town council. He asked if we had gotten a letter from the town about the by-laws and moving our trailer. I told him we hadn't heard anything and would move it, of course. He said not to pay the ticket until the council had a meeting as this was going to be dealt with in some way. We moved the trailer immediately ... within 24 hours of receiving the ticket.

We then went on a 2 week holiday and when we returned, we had another ticket in the mail, this one for \$100.00 for the same thing. This ticket was issued on August 17, four days after we received the first one in the mail.

This trailer is registered with a company out of Sherwood Park so they got the ticket and forwarded it on to us which is why it took us longer to get it than the other people in town.

*add to
Item: 4.a)*

Our first ticket was due on September 19th which was also the date of the council meeting so Gord said to pay it and he would let us know after the meeting how they were going to re-imburse us. Myrna left a message on our answering machine on September 20 that council discussed the matter and would be taking care of the \$50.00. To this date we have not heard back from Gord or from the village about how we are going to be re-imbursed (cheque or credit on account?). Now we have a \$100.00 ticket for the same offense and didn't even have time to act on the first one.

Our question is this: If, after over 15 yrs of having parked on this piece of land, why did we not simply get a phone call to ask us to move it. We got the phone call on August 22 from Gord, when it was too late, so why couldn't someone have phoned us in July? Or, why didn't we receive a letter from the village as mayor Gord thought we had, if that was thought to be the proper channel to deal with this. At least we would have gotten the letter immediately since you know it is our trailer. All of this could have been prevented so easy.

We have lived in this village since 1975 and a situation such as this should never have happened. The councilors and village office administration all know who we are, where we live and what our phone number is. We've had to pay \$150.00 in fines because the Village Office never let us know what was going on. We don't know how you are taking care of the \$50.00 and would ask that we also be re-imbursed for the \$100.00.

Thank you,

Denis & Sharon Girard

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: October 10, 2012
SUBJECT: Daysland Drainage District Annual Invoice

PURPOSE:

The purpose of this memo is to bring the Daysland Drainage District 2012 invoice for further discussion.

BACKGROUND:

Historically, the Village of Bawlf has been requisitioned \$204 per year by the Daysland Drainage District (the "District") for maintenance of the Daysland Drainage Ditch. Blaine Fenske, representative from the District, attended the January 18, 2012 Council meeting as a delegation and brought a copy of a DRAFT invoice for discussion. The invoice total was \$1497.25 with new funding formulas being introduced (i.e. \$6.00 per Village household sewer outlet and \$2.59 per household for runoff of pavement to soil).

The DRAFT invoice was included on the March 18, 2012 Council Agenda for further discussion. Council passed a motion to request further information from the District (i.e. their 2012 budget, project plans and audited financial statement). A letter was sent to the District requesting that this information be submitted prior to April 11th for inclusion on the April 19th Council Agenda. This additional information was not submitted; however, Blaine Fenske attended the April Council meeting as a delegation. Discussion arose regarding paying half the amount of the invoice for 2012. No motions were made at this meeting.

The Village Manager called the CAO from Daysland:

- Daysland's invoice increased substantially as well to approximately \$7000. (He wasn't clear on what the amount was prior to the new invoice.) They are not pleased with the large increase.
- They feel not much maintenance of the ditch near Daysland has been done in past years.
- They were told they could pay only half of the 2012 invoice. They have not paid it yet.
- There were no formulas included on their invoice – just a lump sum. I told him about the formulas on our invoice and that Council had asked for, but not received, a 2012 budget and reasons for the large increase.
- The CAO feels the provincial Drainage Act is outdated. More research may be warranted regarding the District's authority to charge whatever rate they choose.

ALTERNATIVES:

1. That the Village Council request, once again, that the Daysland Drainage District provide a 2012 Budget, project plans and audited financial statement prior to paying half of the 2012 invoice in the amount of \$748.63 as suggested by the Daysland Drainage District.
2. That the Village Council authorize the Administration to pay half of the \$1497.25 invoice for 2012 as suggested by the Daysland Drainage District.
3. That the Village Council negotiate the 2012 Daysland Drainage District requisition to an amount less than half of the \$1497.25.

RECOMMENDATION:

It is recommended that the Village Council request, once again, that the Daysland Drainage District provide a 2012 Budget, project plans and audited financial statement prior to paying half of the 2012 invoice in the amount of \$748.63 as suggested by the Daysland Drainage District.

Item #: 4.b)

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: October 11, 2012
SUBJECT: Tank Site Remediation Program

PURPOSE:

The purpose of this memo is to bring forward clarification on the Tank Site Remediation Program as it relates to possible contamination of two Village parcels: North Lots 15, 16 & 17, Block 2, Plan RN57 (existing fire hall) and South Lots 15, 16 & 17, Block 2, Plan RN57 (vacant land south of the fire hall).

BACKGROUND:

In 2006, the Village of Bawlf applied to the provincial Tank Site Remediation Program for funding assistance to deal with the soil contamination beneath the existing fire hall and on the vacant lot immediately south of the fire hall. Approval was granted for the existing fire hall site due to it being obtained by the Village through tax recovery. The vacant lot was not approved because it was purchased by the Village. At that time, Council decided not to pursue remediation of the soil due to approval not being granted for both parcels. The file has since been closed.

The Administration called the province to inquire about the possibility of reapplying to the program for both sites. The Project Coordinator for the program indicated that the program is still in existence and that the Village could submit a letter to the province requesting that Municipal Affairs re-open the file and that the Village be considered for grant funding. Because our request would be outside the parameters of the program (ie. we would also be interested in applying for funding for the vacant lot that was purchased), the Project Coordinator was not able to comment on what the amount of the grant might be, if approved, or how the grant would be structured.

ALTERNATIVES:

1. That the Village Council authorize the Administration to submit a letter to the Municipal Affairs Tank Site Remediation Program requesting that the Bawlf File #9432 be reopened and considered for grant funding for two Village owned parcels, namely North Lots 15, 16 & 17, Block 2, Plan RN57 and South Lots 15, 16 & 17, Block 2, Plan RN57.
2. That the Village Council not pursue reopening the Tank Site Remediation Program File #9432 at this time.

RECOMMENDATION:

It is recommended that the Village Council authorize the Administration to submit a letter to the Municipal Affairs Tank Site Remediation Program requesting that the Bawlf File #9432 be reopened and considered for grant funding for two Village owned parcels, namely North Lots 15, 16 & 17, Block 2, Plan RN57 and South Lots 15, 16 & 17, Block 2, Plan RN57.

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: October 10, 2012
SUBJECT: Encasing Sewer Line Beneath Access Road

PURPOSE:

The purpose of this memo is to inform Council of the developments regarding the encasing of the sewer line running under the access road to the Canada Malt elevator.

BACKGROUND:

In 2006, when talk of widening Highway 13 first began, the Village took the position that the portions of the water and sewer lines beneath the widened sections of roadway be encased during construction. (The sections of lines under the original highway and the railway tracks were previously encased.) Focus Engineering was contracted in 2006 to provide the original cost estimates and in 2011 were contacted to update the estimates and represent the interests of the Village on this matter.

Discussions between Alberta Transportation (A.T.), Stewart Weir (the contractor hired by A.T. to manage the highway construction) and Focus Engineering in Fall 2011 determined that approximately 16-20 metres of the water and sewer lines between the south side of the tracks and the north side of the highway (ie. beneath the elevator access road) were not previously encased. The engineers from all three parties believed that the lines were deep enough that the weight of the roadway and any vehicles utilizing the roadway would not affect the lines. At that time, the Village chose to continue to pursue having the lines encased or consider a lump sum payment from A.T. that the Village would keep in reserves should problems ever arise with the uncased sections of the lines. A.T.'s finance department ruled that a lump sum payment would not be possible due to a lack of work actually being done.

In December 2011, it was determined by the engineers that because the water line is a High Density Polyethylene pipe without any joints, it would not be affected by the weight of traffic on the access road. Sewer lines located at depths of 3.5 metres (as ours are) are not affected under normal circumstances. (Les Kruszewski with Focus mentioned a community with lines 2.5 metres deep beneath a main highway and another with lines 3.0 metres deep and they have not experienced issues.)

In February 2012, the Stewart Weir representative indicated that there were difficulties acquiring permission from Canadian Pacific to dig in the railway right-of-way to encase the lines just south of the rail line. The option of directional drilling was explored but then dismissed due to too many different difficulties. A.T. indicated it would continue to pursue the encasing of the sewer line.

Alberta Transportation proceeded with the highway widening over the summer without the encasing issue being resolved. Focus communicated with Stewart Weir again in July and August inquiring on the status of the encasing. In September 2012, work began to locate the sewer line which the drawings show to be running parallel to Vrolson Road and under the newly paved entrance to the elevator access road. The

contractor has been unable to locate the line prompting further discussions between A.T., Stewart Weir and Focus.

Alberta Transportation now proposes the following for Council's approval:

- Alberta Transportation will cover all expenses incurred to date, including the costs to clean up the site due to the disturbance caused by the hydrovac while searching for the line.
- Alberta Transportation will accept responsibility for costs should there be any need to excavate/repair the main sewer line beneath the elevator access road in the future. An agreement will be drafted that will outline the actual terms and responsibilities of A.T.

If it is possible, would the Village Council like to request that a similar agreement be drawn up for the water line? This may not be feasible but the Village could take the proposal forward.

ALTERNATIVES:

1. That the Village Council accept the proposal made by Alberta Transportation to cover all costs related to the original scope of work of encasing the sewer line between the railway tracks and Highway 13 and, further that, the Village enter into an agreement with Alberta Transportation stating that Alberta Transportation will accept responsibility for all costs should the need arise to excavate or repair the sewer force main between the railway tracks and the north edge of Highway 13.
2. That the Village Council request that Alberta Transportation enter into an agreement with the Village stating that Alberta Transportation will accept responsibility for all costs should the need arise to excavate or repair the water main between the railway tracks and the north edge of Highway 13.
3. That the Village Council not accept the proposal brought forward by Alberta Transportation and ask that the original proposal to encase the sewer line be completed.

RECOMMENDATION:

It is recommended that the Village Council accept the proposal made by Alberta Transportation to cover all costs related to the original scope of work of encasing the sewer line between the railway tracks and Highway 13 and, further that, the Village enter into an agreement with Alberta Transportation stating that Alberta Transportation will accept responsibility for all costs should the need arise to excavate or repair the sewer force main and/or the water main between the railway tracks and the north edge of Highway 13.

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: October 11, 2012
SUBJECT: **Drainage Solutions for Hanson Street and Molstad Avenue**

PURPOSE:

The purpose of this memo is to bring forward the recommendations made by Focus Corporation for solutions to the drainage issues along Hanson Street and Molstad Avenue.

BACKGROUND:

At the June 20, 2012 Council Meeting, the Council passed a motion to contract Focus Corporation to prepare a topographical survey and recommendations for solutions to the drainage issues recently raised by Village residents.

Village staff met with representatives from Focus to explain the concerns expressed to Council. The Focus Drafting Department was short staffed for a portion of the summer. The report, including recommendations and a Plan Profile for Hanson Street, is attached for your information and review.

ALTERNATIVES:

1. That the Village Council refer the proposed recommendations for improving the drainage along Hanson Street and Molstad Avenue to the 2013 budget deliberations.
2. That the Village Council discuss alternative timing for the review and approval for drainage improvements along Hanson Street and Molstad Avenue.

RECOMMENDATION:

It is recommended that the Village Council refer the proposed recommendations for improving the drainage along Hanson Street and Molstad Avenue to the 2013 budget deliberations.



October 10, 2012

File: 060200121

Village of Bawlf
Box 40
Bawlf, AB
TOB 0J0

Attention: Lynn Horbasenko
Chief Administrative Officer

Re: **Village of Bawlf
Drainage Improvements**

Background

Further to a proposal that was forwarded April 2012, we undertook a survey, visited the site and prepared a drainage design for Hanson Street between Molstad Avenue and Martin Avenue to address specific drainage improvements. In addition, we are providing and recommendations to address 'standing water' concerns west of Sanden Street along Molstad Avenue west to the discharge location.

A survey was conducted along Hanson Street in more specific detail to address the drainage concerns along with survey information along all the existing roadways in the community that can be used for later reference, to define the general drainage patterns and key drainage/receiving streams. The survey provides basis topographic information on drainage patters in the Village, is available at any time and will be retained on file should the survey information be required in the future.

We met with Village administration specific to Hanson Street and Molstad Avenue west of Sanden Street two times on the site to discuss our concept and prepared the attached detailed drainage improvement for Hanson Street; and comments on the approach to dealing with the standing water issue on Molstad Ave.

Hanson Street

Specific to Hanson Street between Molstad Avenue to Martin Avenue, administration identified the following drainage concerns:

1. General
 - a. There are low 'spots' in front of properties, that require a drainage improvement

- b. Residents on the west side of Hanson Street have installed culverts, varying in size from 180 mm to 300 mm along with gravel to access the fronts of their respective properties.
- 2. West Side of Hanson Street
 - a. 5 driveway culverts with sizing varying from 180 mm steel pipe to 300 mm steel culverts
 - b. Low spots with very little slope or gradient for drainage.
- 3. East Side of Hanson Street
 - a. Standing water at the south two or three properties resulting in a 'muddy' area.
 - b. Undeveloped properties at the north end of Hanson Street.
- 4. Considerations
 - a. We reviewed the option to construct piping under Hanson Street from the west to east side to carry runoff water; however there is a need to avoid constructing piping under the roadway.
 - b. Minimize the construction of ditches, additional piping and utilize existing piping to convey runoff.
 - c. To convey runoff water to existing drainage culverts. There are existing culverts at Martin Avenue and Molstad Avenue to carry runoff provided runoff is directed to them.
 - d. Potentially in the future, Hanson Street may be paved and the drainage improvements carried out in the near future provide for the paving of Hanson Street.

Molstad Avenue West of Sanden Street

Specific to Molstad Avenue west of Sanden Street

1. Residents are concerned about standing water in the deep ditch on the north side of Molstad Avenue west of Sanden Street had requested the installation of piping and filling of the existing in ditch.
2. Drainage needs to be directed west to a discharge point that conveys runoff north to the major drainage ditch.

Considerations

1. Minimize the use of culverts and conform with existing ground elevations to the south in order to minimize changes to existing ground.
2. Installation of a buried pipe and filling in the ditch complicates drainage from the existing road and properties abutting the existing drainage ditch. If a buried pipe was installed, provision to convey surface water to the buried pipe via catchbasins would need to be incorporated as well as shallow swale at the surface. However with shallow swales at the surface, the issue of standing water then becomes a concern.

Drainage Improvements

Hanson Street

A plan profile for Hanson Street is attached and which shows:

1. Plan from Molstad Avenue to Martin Avenue showing the location of driveways and culvert; and profile showing the proposed drainage improvements on the east and west side of Hanson Street.

2. To minimize construction and the construction of underground piping, a concrete swale is proposed on the west side of Hanson Street, that includes for:
 - a. Concrete swale, 500 mm wide with a 25 mm deep swale, 200 mm thick, 10 M rebar, overall a prepared subgrade and 75 mm thick 20mm granular base.
 - b. Replacing a 180 mm steel pipe for in front of property 12A for a length of 24 m with a 300 mm pipe. Approximate cost of construction \$3,000.
 - c. Concrete swale constructed as noted on the drawing from lot 16A South, between the driveway culverts, south to Molstad Ave to convey flow to an existing culvert. Approximate cost of construction \$10,000.
3. On the east side of Hanson Street improvements include for:
 - a. Concrete swale detail as noted on the west side.
 - b. Concrete swale, sloping south from lot 3a south to Molstad Avenue; and swale sloping north from the north side of the driveway from lot 3a north to Martin Avenue. Driveway culvert required at lot 5a and flow conveyed to an existing culvert. Approximate cost of construction , \$7,000. As an option, a concrete swale could be constructed at approximately the same cost.
 - c. The concrete swale north of lot 5a should be constructed once lots and respective grading are completed. Approximate cost of construction \$11,000.

Molstad Avenue West of Sanden Street

From a site inspection and to minimize construction cost and to address the standing water issue, we are recommending the following approach:

- a. Construct concrete swale at the same grade as the existing and constructed at a grade that provides positive drainage on the north ditch and sloped west to the receiving drainage channel.
- b. The concrete swale to be similar in construction to the detail shown on the plan-profile for Hanson Street and adjusted to 'fit' the bottom contour of the existing ditch.
- c. For a consistent grade, the slope of the concrete swale should be adjusted to provide positive drainage and understanding that there may be slight variation in grades along sections of the ditch. When proceeding with construction, design elevations should be established for the concrete swale.

If you have any questions, please give me a call.

Sincerely,

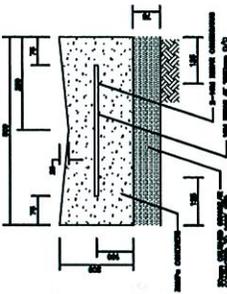
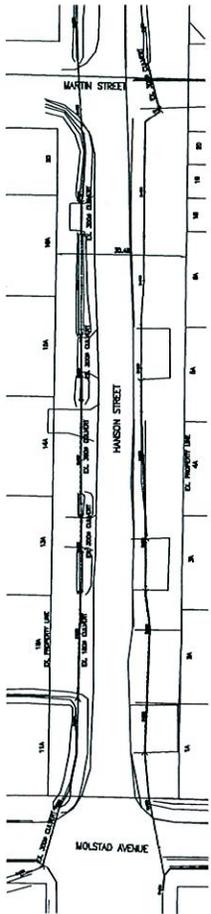
FOCUS CORPORATION



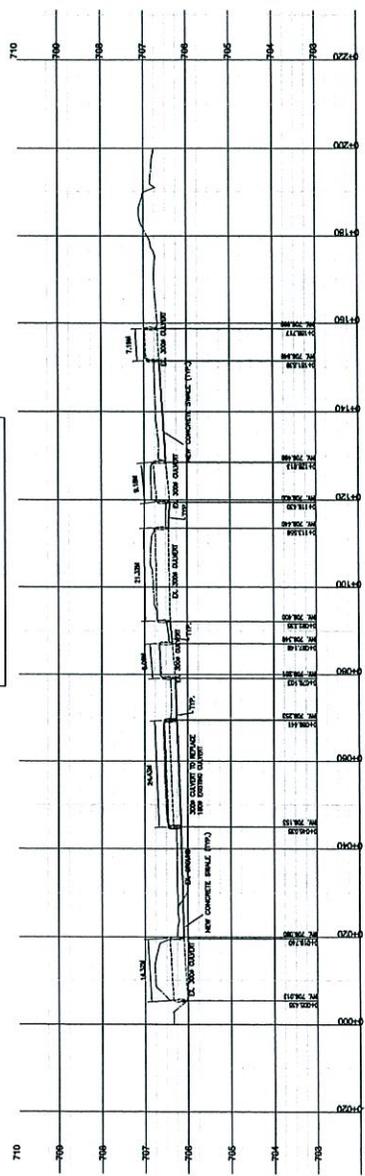
Allan Yamashita, P.Eng.

Senior Project Manager

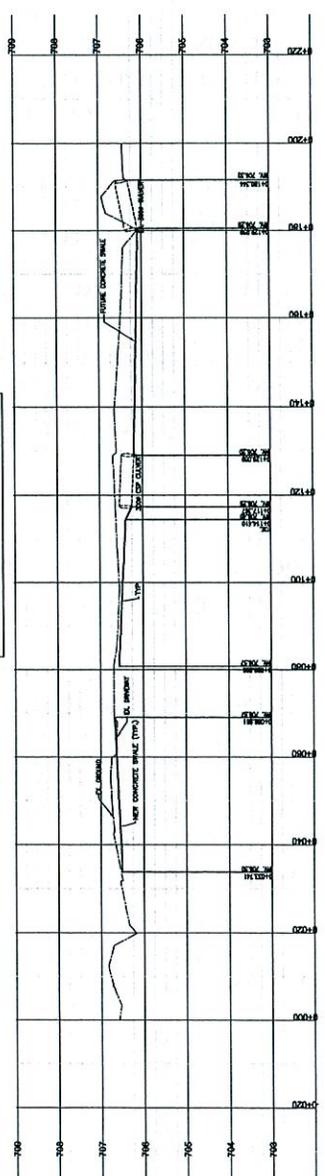
FOCUS



Alignment - West Ditch



Alignment - East Ditch



PROJECT BAWLF 2012 DRAINAGE IMPROVEMENTS VILLAGE OF BAWLF PLAN PROFILE - WEST AND EAST DITCH ALONG HANSON ROAD	SHEET NO. 00000003	DATE 2012-03-22
	DRAWN BY J. L. BISHOP	CHECKED BY J. L. BISHOP
PERMIT TO PRACTICE FOCUS CORPORATION Signature: _____ PERMIT NUMBER: P 6380 The Province of Alberta, 2012	FOCUS <small>The focus is on the design and construction of infrastructure and related services. We are committed to providing the highest quality of service to our clients.</small>	SCALE
ENGINEER ALBERTA PROFESSIONAL 	PROJECT NO. 00000003	

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: October 11, 2012
SUBJECT: **Advertizing Vacant Lots**

PURPOSE:

The purpose of this memo is to inquire about Council's views on methods of advertizing the vacant lots owned by the Village.

BACKGROUND:

On October 3, 2012, Dennis Johnson called me to ask if the Village would be interested in advertizing the vacant Village lots on Kijiji. Recently, Ohaton advertized six lots on Kijiji for one day and they all sold. They were purchased by one buyer with the intent of building two homes in the very near future – one as a show home and one to sell upon completion.

Mr. Johnson provided another example of a Camrose business that was advertized on Kijiji and it sold within two days. They had no hits on the typical MLS listing.

We discussed security concerns and ensuring that the funds would be received and cleared before making changes with Land Titles, etc.

How does Council feel about the realtors advertizing our vacant lots on Kijiji along with the usual MLS listing?

ALTERNATIVES:

1. That the Village Council authorize the Administration to ask the Village Realtor to proceed with advertizing the Village owned vacant lots on Kijiji.
2. That the Village Council choose not to advertize the Village owned vacant lots on Kijiji at this time.

RECOMMENDATION:

It is recommended that the Village Council authorize the Administration to ask the Village Realtor to proceed with advertizing the Village owned vacant lots on Kijiji.

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: October 11, 2012
SUBJECT: Parkland Regional Library Budget 2013-2015

PURPOSE:

The purpose of this memo is to ask for Council's approval of the Parkland Regional Library's 1-13-1015 Budget.

BACKGROUND:

The Parkland Regional Library budget for 2013-2015 and the budget notes are attached for information. Additional details are available for review upon request. The per capita funding is proposed to increase from the current \$7.07 to \$7.28 per capita for 2013. This equates to a 3% increase.

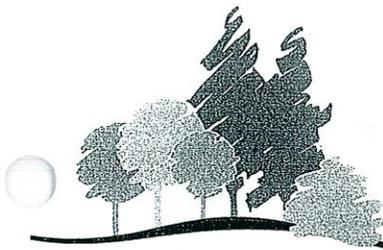
Parkland is requesting that the Village approve the 2013 budget and notify them prior to November 1, 2012. If there are any concerns, they would be addressed at the November 8, 2012 Parkland Regional Library Board Meeting.

ALTERNATIVES:

1. That the Village Council approve the Parkland Regional Library 2013 Budget which includes an increase in the annual requisition from \$7.07 to \$7.28 per capita for 2013.
2. That the Village Council ask the Administration to forward any comments or concerns regarding the 2013 Parkland Regional Library prior to November 1, 2012.

RECOMMENDATION:

It is recommended that the Village Council approve the Parkland Regional Library 2013 Budget which includes an increase in the annual requisition from \$7.07 to \$7.28 per capita for 2013.



PARKLAND REGIONAL LIBRARY
Projected 2013-2015 Budget

5404 - 56 Avenue
Lacombe, AB T4L 1G1

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

Parkland Regional Library

Cooperation • Innovation • Service

September 10, 2012

Ms. Lynn Horbasenko Administrator
Village of Bawlf
Box 236
Bawlf, AB T0B 0J0

Dear Ms. Horbasenko:

Please find attached a print copy of the projected budget for Parkland Regional Library for the years 2013 - 2015. You are also being sent an electronic copy in case that is more useful to you.

The Parkland Regional Library Board requests that your council approves of the 2013 budget and notifies PRL before November 1st so that any concerns can be addressed at the PRL Board meeting on November 8th. Please note that PRL requires acceptance of the budget in writing. The 2014 and 2015 budgets are projections created to assist PRL and municipal councils plan their future funding allocations.

Please note that I am available to speak to your council on the budget. If you have any questions, please contact me.

Sincerely,

Ronald J. Sheppard, Director

RS:aa

Attachs.

PARKLAND REGIONAL LIBRARY
Proposed 2013-2015 Budget

Present
 Budget

	2012	2013	2014	2015
INCOME				
1 Provincial Grant	904,936	914,880	914,880	914,880
2 Membership Fees	1,406,038	1,461,043	1,526,888	1,576,983
3 School Contracts	170,117	158,270	158,270	158,270
4 Media Contracts	64,498	58,518	58,518	58,518
5 Rural Library Services Grant	419,634	423,520	423,520	423,520
6 AMBC Contract Fees	79,741	79,741	79,741	79,741
7 Interest Income	45,000	40,000	40,000	40,000
8 School Horizon Maintenance Fees	7,500	6,550	6,550	6,550
9 Technology Reserve transfer - to balance budget	19,845			
TOTAL INCOME	3,117,309	3,142,522	3,208,367	3,258,462
LIBRARY MATERIALS				
1 Book Allotment PRL	319,499	321,887	321,887	321,887
2 Book Allotment SCHOOL	39,347	36,325	36,325	36,325
3 Rural Library Services Grant	419,634	423,520	423,520	423,520
4 Cataloguing Tools	3,400	3,470	3,540	3,610
5 AMBC Service Subscription	9,675	9,600	9,600	9,600
6 AMBC Contract Allotment	33,660	33,660	33,660	33,660
7 Large Print Books	13,000	13,000	13,000	13,000
8 Online Databases	18,700	15,880	16,360	16,850
9 Periodicals	2,300	2,570	2,700	2,840
10 Audio book and eContent materials	28,000	28,000	28,000	28,000
11 Reference Books	3,000	3,000	3,000	3,000
12 Children's Programming Boxes	500	500	500	500
13 Library Professional Collection	3,000	3,000	3,000	3,000
14 Media Co-acquisition Tapes	3,200	2,500	2,500	2,500
15 Video/DVD Purchases	3,000	3,000	3,000	3,000
TOTAL LIBRARY MATERIALS	899,915	899,912	900,592	901,292
COST OF SERVICES				
1 Audit	14,900	16,500	17,300	18,200
2 Bank expenses	1,300	600	600	600
3 Bank Investment Fees	3,700	3,700	3,800	3,900
4 Building-Repairs/Maintenance	25,000	27,000	27,000	27,000
5 Computer Maint. Agree. Software licenses	88,000	104,500	115,500	119,000
6 Continuing Education	20,000	20,000	20,000	20,000
7 Dues/Fees/Memberships	10,000	9,500	10,000	11,000
8 Equipment - Lease/Rental/Maint.	6,900	7,000	7,100	7,250
9 Film Showcase	1,300	1,300	1,300	1,300
10 Freight	11,500	11,500	11,500	11,500
11 Insurance	19,500	19,500	19,500	19,500
12 Internet Connection Fees	23,500	26,650	27,000	28,000
13 Janitorial expense	25,000	26,500	26,500	26,500
14 Legal/Consulting	2,000	2,000	2,000	2,000
15 Libraries Advisory Group - moved to line 30	1,500	0	0	0
16 Outlets - Contribution to Operating	800	800	800	800
17 Photocopy	4,500	10,000	10,000	10,000
18 Postage	7,250	6,000	6,000	6,000
19 Postage Reimbursement	3,500	3,500	3,500	3,500
20 Promotion/Trade Shows/Publicity	5,000	5,000	5,000	5,000
21 Recruitment/Advertising	2,000	1,500	1,500	1,500
22 Salaries	1,403,828	1,449,958	1,492,264	1,527,749
23 Salaries - Employee Benefits	280,766	297,241	305,914	313,189
24 Supplies/Stationery/Processing/Recon	35,000	31,361	31,697	30,682
25 Telephone	14,000	14,000	14,000	14,000
26 Travel	12,000	14,000	14,000	14,000
27 Trustee expense	23,000	21,000	21,000	21,000
28 Utilities	35,000	36,000	37,000	38,000
29 Van expense	37,000	35,000	35,000	35,000
30 Workshop/Training expense	11,000	11,000	11,000	11,000
31 Amortization - prior Dec 31 2008 before change in allocati	38,650	0	0	0
32 Budgeted for reserves - Vehicle and Technology	50,000	30,000	30,000	30,000
TOTAL COST OF SERVICES	2,217,394	2,242,610	2,307,775	2,357,170
TOTAL Expenses (library materials & cost of service)	3,117,309	3,142,522	3,208,367	3,258,462
Surplus/Deficit	0	0	0	0
AMOUNT PER CAPITA REQUIRED	7.07	7.28	7.62	7.87

Notes for the Parkland Regional Library Budget 2013-2015

Parkland's budget is developed according to Board policy. Budgets are prepared with conservative estimates. Revenue is estimated at its minimum level and expenditures are estimated at their maximum level.

PRL's budget projections for 2013 – 2015 are calculated using 2010 official population figures for the provincial grant with a \$0.05 rate increase.

The budget for 2013 – 2015 is a very conservative budget with respect to operations.

Despite the increased licencing costs, projected savings in other areas of operations mean that the budget for 2013 reflects an increase of only 2.97% (down from last year's projected increase of approximately 6.50%).

Points within the budget to note include:

Under Income:

- The provincial operating grant rate for regional systems has been adjusted to \$4.60 per capita to reflect the current government rates but using 2010 population figures.
- PRL analyzed the cost vs. expenses of both our school contracts and believe that as long as the current number of schools continue to participate in contract services, the school services side of operations will continue to pay for themselves including a modest profit. Since school budgets are going to be tight over the next year, PRL will not be raising school contract fees lest more schools withdraw and force an end to school library and media services through Parkland. The cessation of school services would force PRL to lay off staff and could force an increase in the per capita rates municipalities pay to Parkland.

Under Library Materials:

- The Rural Library Services Grant has been increased to reflect the current provincial grant rate of \$5.45 per capita (see line #3).
- The database line has been decreased to reflect the lower cost of databases due to the lower U.S. dollar (see line #8).

Under Cost of Service

- The most significant cost increase in this section is line 5, the Computer Maintenance Agreement Software Licenses line. The increase to this line is in support of PRL's project to ongoingly support the management and upgrades of member library computer networks.
- The Libraries Advisory Group line (#15) will be eliminated in 2013. The cost for these meetings will become part of the Workshop line (line #30).
- The Photocopy line (#17) has been increased to reflect our new contract for an additional networked colour photocopier. Using a colour photocopier as a network printer saves considerable money over paying for toner for individual printers. Toner cartridges were paid for from the Supplies line (#24). You will see that the Supplies line has been decreased to reflect at least partially the increase in the Photocopy line and the reduced use of toner cartridges.

- Beginning in 2013, Parkland will cease billing municipalities to cover the cost of amortization of capital assets prior to December 31, 2008 (see line #31). Instead this amortization expense will become part of newly recommended year-end adjustments made to/from an unrestricted operating surplus account.
- Starting in 2013, Parkland will start collecting less revenue from municipalities for funding our IT and Vehicle Reserves (see line #32). Instead, as mandated by PRL's Executive Committee, Parkland will use some of our reserve funds to offset operational expenses and thereby reduce our reserve levels as directed.

Please refer to the Budget Supplement on pages 14-16 for details on planned expenditures using reserve funds.

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: October 11, 2012
SUBJECT: 2011 Operating Costs for the Bawlf Community Centre

PURPOSE:

The purpose of this memo is to present the 2011 Operational Costs for the Bawlf Community Centre and request approval from the Village Council to provide a cheque to the Bawlf and District Lions Club for the rental revenue collected.

BACKGROUND:

The lease agreement between the Village of Bawlf and the Lions Club states that the Village will forward to the Lions Club the annual rental fees collected as well as the annual net operating deficit for the operations of the hall.

The Bawlf Lions Club provided the attached operational cost summary. The Village staff provided the Lions Club with the amounts of the rental income collected as well as the costs covered by the Village for insurance. This year, staff neglected to provide the costs covered by the Village for janitorial supplies.

As per the lease agreement with the Lions Club, the Village would owe the Lions \$9809 for 2011 (\$9540 in rental income plus \$269 for their portion of the operational deficit). However, the Lions Club has requested that the Village forward only the rental income in the amount of \$9540. The Lions Club has also graciously donated the capital cost of the drapes (\$4252), chair rail (\$1161) and improvements to the sound system (\$489) – their total capital contribution equaled \$5902.00.

ALTERNATIVES:

1. That the Village Council approve payment to the Bawlf and District Lions Club in the amount of \$9540 representing the 2011 rental income for the Bawlf Community Centre and that a letter be sent to the Lions Club thanking them for contributing the additional operational deficit of \$269 and the capital cost of the drapes (\$4252), chair rail (\$1161) and improvements to the sound system (\$489) for a total of \$5902.00.

RECOMMENDATION:

It is recommended that the Village Council approve payment to the Bawlf and District Lions Club in the amount of \$9540 representing the 2011 rental income for the Bawlf Community Centre and that a letter be sent to the Lions Club thanking them for contributing the additional operational deficit of \$269 and the capital cost of the drapes (\$4252), chair rail (\$1161) and improvements to the sound system (\$489) for a total of \$5902.00.

Bawlf and District Lions Club
Box 123
Bawlf, AB
T0B 0J0

Village of Bawlf
Box 40
Bawlf, AB
T0B 0J0

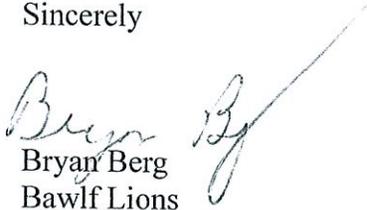
RE: 2011 COMUUNITY CENTRE RENTAL RECONCILIATION

The Bawlf Lions have reviewed our costs for the Bawlf Community Centre for 2011. We have spent \$9809 on operational costs and \$5902 on capital improvements as detailed on the enclosed summary.

Based upon the rental information, submitted by the Village of Bawlf, the total rental income for 2011 was \$9540. In accordance with our 2007 lease agreement, we request the Village forward the rental income to the Bawlf and District Lions Club. Although the lease agreement stipulates the the Village is to also cover any operational deficits, we are only requesting the rental fee amount of \$9540.

If you have any questions regarding the rental reconciliation please contact the undersigned at 373 2565

Sincerely


Bryan Berg
Bawlf Lions

BAWLF COUMMUNITY CENTRE 2011 SUMMARY

Used 129 times

- Church 25 times \$1875
- Weddings 6 times \$2575
- Miscellaneous (44 times) \$ 5090 (\$115 avg)
- Bawlf Lions 20 times 0 (ten year lease)
- Bawlf Seniors 33 times 0 (chair rail donation)
- **TOTAL INCOME \$ 9540**

OPERATIING COSTS

BAWLF LIONS

Power	\$ 3738
Heat	\$ 1316
Phone	\$ 564
Janitor	\$ 3073
Hall Supplies	<u>\$ 1118</u>
TOTAL	\$ 9809

VILLAGE OF BAWLF

Janitorial Supplies	306.73
Insurance	<u>\$ 1690</u>
TOTAL:	\$ 1996.73

OPERATIONAL DEFICIT \$ 1959 2265.73

CAPITAL IMPROVEMENTS

Hall Drapes	\$ 4252
Chair Rail	\$ 1161
Sound	\$ 489
TOTAL	\$5902

MEMORANDUM

TO: Village Council
FROM: Village Manager
DATE: October 11, 2012
SUBJECT: Regional Emergency Management Services Liaison Regional Collaboration Program

PURPOSE:

The purpose of this memo is to bring forward a request from the Regional Emergency Management Services Liaison Steering Committee for a motion to support a funding application for start-up costs related to the proposed Regional Emergency Management Services Liaison position.

BACKGROUND:

The Regional Emergency Management Services Liaison Steering Committee met on September 27, 2012 and the Councils of the partners have been requested to pass motions indicating support for the Committee to submit a funding application under the Regional Collaboration Program. The funds, if received, will be utilized to offset the first year start-up costs of salary and benefits for the new position, thereby allowing each municipality to realize savings during year one.

The application deadline is November 30, 2012 and the potential amount of funding would be between \$10,000 and \$50,000. Matching funds are not required.

ALTERNATIVES:

1. That the Village Council authorize the Village of Bawlf to participate in an application for the Regional Emergency Management Services Liaison project, submitted by Camrose County under the Regional Collaboration component of the Regional Collaboration Program, and further, that the Village of Bawlf, a participant, agrees to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.
2. That the Village Council not support a funding application by the Regional Emergency Management Services Liaison Steering Committee for a Regional Collaboration Program grant.

RECOMMENDATION:

It is recommended that the Village Council authorize the Village of Bawlf to participate in an application for the Regional Emergency Management Services Liaison project, submitted by Camrose County under the Regional Collaboration component of the Regional Collaboration Program, and further, that the Village of Bawlf, a participant, agrees to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.

Mayors Report October 2012

- . Regional Emergency Management Services Liaison Meeting Sept 27
- . On going calls re: dogs and cats
- . Fielded questions re drainage problems/solutions re Hanson Street
- . Had discussions re Fire Hall
- . Council meeting Oct 17 2012

Gordie

Report from the Administration

For the period September 13 – October 11, 2012

Administration:

- The Country Store has allowed the Village to leave a few copies of the Village Voice at their counter as we've been hearing some residents don't get the newsletter in their mailboxes.
- The bylaw section of the web page has been amended by removing the older bylaws.
- A link to the CDSS Newsletter has been added.
- August F.S. Questions from Council: The \$500 in 1-56-570 (Cemetery Donations) was miscoded as it is the Catholic Church maintenance revenue. It will be adjusted to appear in 2-56-571 (Cemetery Maintenance Revenue). The revenues appearing in 1-72-590 are the amounts covered by the Recreation Board for the curling rink, park and ice rink as well as old hall lease payments.
- There are no restrictions in the Village's agreement with Fortis Alberta regarding the allocation of the revenue received from the 3% franchise fee that the Village will begin receiving in January 2013.
- The Communications Coordinator is working on updating the Village maps and will forward the data to the County to make and print the maps for us.
- Five more tax accounts have been paid.
- The final accounting reports for the Canada Summer Jobs and STEP positions have been completed.
- The Village received its MSI Capital grants for 2010, 2011 and 2012 in the amount of \$468,616.00. Some will be used to pay for the sewer relining.
- Completed the paperwork for the Fortis Franchise Fee to be effective January 1, 2013.
- A few family Christmas parties have been booked into the hall.
- The Village Manager was away from the office from Sept 12-25.
- The Village Manager attended the following external meetings:
 - none

Development:

- The Village now owns Lot 6A, Block 17, Plan 072 0313 once again. The certificate of title was received on October 4, 2012. The Village realtors have been notified and the lot will soon be listed with the others that the Village owns.
- Sent copies of the 2012 development permits to the assessor.
- The total number of development permits approved to date in 2012: six.
- Total compliance certificates issued in 2012: three + one non-compliant.

Public Works:

- The lift station has been operating well since the relining work has been completed.
- Flushing of the water lines via the hydrants began on October 11.

- One more load of gravel will be required to fill the remaining potholes prior to winter.
- Completed a few more small repairs to the one-ton.
- The Village has a work experience student again this fall – Devon Golish. He is very helpful and a hard worker.
- On October 2, the Village Manager and the Public Works Director met with Allan Yamashita with Focus and John Van Ness with DFI to complete the final meeting and inspection of the sewer relining.

Parks and Facilities:

- The facilities at the park were winterized on October 11th.
- The compost area has been rototilled again prior to winter.
- The tree burning area has been tidied up as well.
- The ants in the Village Complex seem to have been eradicated.
- The thermostat in the main office is scheduled to be relocated due to the photocopier being immediately beneath the thermostat, causing the heat to not kick in until 24 or 225 degrees.
- A cost estimate to move the second thermostat will be acquired at that time.

By-Law Services:

- One complaint received about a resident parking in a back alley.

Fire Department:

- Report from the fire department was not submitted.
- Fire Prevention Week was October 7-13 with the Fire Department hosting an open house on October 9th and house visits on October 10th and 11th to check smoke alarms and fire extinguishers.

Bawlf Public Library
Box 116
Bawlf, AB T0B 0J0

October 9, 2012

Mayor Gordon Blatz & Council
Box 40
Village of Bawlf
Bawlf, AB T0B 0J0

RE: ALBERTA PRAIRIE C.O.W. BUS TO VISIT VILLAGE OF BAWLF

Dear Mayor Blatz & Council:

We are writing to invite Council to join us in welcoming the Alberta Prairie C.O.W. Bus to the Village of Bawlf on Wednesday, November 7.

Funded by the Government of Alberta, Enterprise and Advanced Education, the C.O.W. Bus is a friendly space for parents and children, zero to six years, to learn and explore fun new ways to add literacy activities into their daily lives.

Throughout the day on November 7th local children will tour the bus and at 1 p.m. the Library will receive "Legacy Library" from the C.O.W. Bus Facilitators in recognition of the importance of literacy and family literacy to our community. We invite Council to join us for that special presentation and to take a tour of the C.O.W. Bus.

Please RSVP by calling (780) 373-3882 by October 29, 2012. If you have any questions, please call me at (780) 373-2510 or email jwiwad@hotmail.com.

Sincerely,



Julie Ewashko
Bawlf Public Library Board

Item: 7.a)

MINUTES OF THE CAMROSE AND DISTRICT SUPPORT SERVICES REGULAR BOARD MEETING HELD ON JUNE 18, 2012 AT 9:00 A.M. AT CDSS

- PRESENT:** Doug Lyseng Representing the Camrose County
 Max Lindstrand Representing the City of Camrose
 Vern Peterson Representing the Camrose County
 Denis Wishnowski Representing the Participating Villages of Camrose County
- Margaret Holliston CDSS Director
 Margaret Falk CDSS Administrative Assistant
- REGRETS:** John Howard Representing the Participating the City of Camrose
 Val Faucher CDSS Financial Manager

Doug Lyseng in the Chair

Call to Order Doug Lyseng called the meeting to order at 9:00 a.m.

Agenda 30/2012 Vern Peterson: That the agenda be approved as circulated. Carried.

31/2012 Minutes Max Lindstrand: That the minutes of the May 14, 2012 meeting be approved as circulated. Carried.

Business Arising from the Minutes

CDSS-City Lease Renewal Margaret Holliston has sent Paul Neilsen emails, re scheduling a meeting to discuss lease renewal and is awaiting a response.

Executive Director Performance Review John Howard is chairing the Executive Director Performance Review. The Performance Review needs to be completed by the end of August, 2012.

FCSS Program Review Debbie Trachimowich and Veronica Facundo, FCSS Provincial office, met with Margaret Holliston on June 6th, for the FCSS Program Review. An official report will be made available in September, 2012. As a result of the review Margaret learned the FCSS Act and regulations states that municipalities participating in the FCSS agreement cannot charge rent to FCSS programs, if the municipality does not charge rent to their respective municipal departments. Margaret Holliston will research this section of the act and report back at the September 17, 2012 Board meeting. The Provincial Office will communicate with the County, CDSS Unit Authority, regarding this matter.

OSCAR Letters A letter was received from Patti Johnston, Regional Program Manager, regarding the OSCAR program and concerns the OSCAR program expressed about not being able to meet or maintain the new training regulation coming into effect September, 2012.

Margaret Holliston and Kandace Bonney met with Verlyn Olson, Camrose/Wetaskiwin M.L.A, and Minister of Agriculture and Rural Development, regarding the regulation changes.

The CDSS Board recommended that CDSS look at offering top up bursaries to staff wanting to complete Level 2 training.

Salary Grid Margaret Holliston presented a proposed, revised CDSS salary grid.

32/2012 Max Lindstrand: That the CDSS Board adopt the CDSS Salary grid dated June 18, 2012 as presented, and make effective July 1, 2012. Carried.

- Village Rep on CDSS Board** All the participating villages have formally approved, by motion, that Dirk Bannister be appointed the Village Representative to the CDSS Board.
- Women's Shelter** Margaret Holliston will follow-up with the CDSS Board's concerns regarding the Women's Shelter grocery budget.
- Financial Statements** Margaret Holliston presented the financial statements ending May 31, 2012, prepared by Val Faucher, Financial Manager.
- 33/2012** Dennis Wishnowski: That the financial statements ending May 31, 2012 be adopted as received.
- Global Budget** Margaret Holliston presented the CDSS 2012 Global Budget, with a projected surplus/contingency fund of \$10,993.
- Margaret Holliston recommended that the CDSS Board start to think of how the surplus/contingency fund can be designated to CDSS programs. The CDSS Board recommended that the Administration inform funded programs that CDSS has a small projected surplus and may look at granting special projects to funded programs in 2012.
- 34/2012** Max Lindstrand: That the CDSS Board authorizes CDSS and OSCAR to cover additional costs to OSCAR staff who are completing their level 2, and that staff must commit to 2 additional program years of service in exchange for the bursary. Carried.
- FCSSAA Board Reports** The CDSS Board discussed and reviewed the highlights from the May, 2012 FCSSAA Board meeting regarding FCSS Governance and Board Structure. The CDSS Board does not support the request for a 16% increase per year over the next 4 years. The CDSS Board recommended that FCSS Board membership be increased to 2 years, with a maximum of 3 terms.
- Discussion was held on the Parkland County resolution to AAMDC, regarding a need for a greater FCSS funding flexibility.
- 35/2012** Vern Peterson: That CDSS send a letter to Gerald Kuefler, FCSS Regional Rep., regarding concerns with respect to the Parkland County resolution to AAMDC.
- Board Reports** No Board member reports.
- Director's Report** A copy of a letter sent to Verlyn Olson, Camrose/Wetaskiwin M.L.A, and Minister of Agriculture and Rural Development, was received from a local business owner who expressed concern regarding an organization making selective recommendations to a local business. Margaret Holliston is in the process of following up with the letter.
- Presentation** A token of appreciation was given to Dennis Wishnowski for his contributions to the CDSS Board, as he is resigning from the CDSS Board effective June 30, 2012.
- Next Meeting** Monday, September 17, 2012 @ 9:00a.m.
- Adjournment** Dennis Wishnowski: Moved that the meeting be adjourned at 11:00 a.m.



 CDSS Administrative Assistant



 CDSS Director
 CAIR



**CAMROSE & DISTRICT
SUPPORT SERVICES**

#3, Camrose Community Centre
4516-54 Street
Camrose, Alberta T4V 4W7
Ph: (780)672-0141 Fax: (780)672-2833
cdss@telus.net; www.camrosefcss.ca

October 30, 2012

To: Members of Bawlf Village Council
By: Email: LHorbasenko@bawlf.com

I am attaching three documents in support of the CDSS 2013 Budget presentation to Bawlf Village Council, scheduled for Wednesday evening, November 21, 2012.

1. Combined FCSS Funding 2012 and 2013
2. CDSS Global Budget 2013
3. CDSS Funded Programs 2013: Program Descriptions

Unfortunately, Dirk Bannister, the Villages Representative on the CDSS Board of Directors, and I will miss the November 21 meeting as we will be in Edmonton attending the FCSSAA Convention. Clarence Hastings, the CDSS Rural Community Program Director, will present the budget on behalf of CDSS. Clarence will do a great job, but Dirk and I are sorry to miss the meeting.

The FCSS (Family and Community Support Services) program for Camrose and area, CDSS is comprised of nine municipal partners: Camrose County, the City of Camrose, and the Villages of Bawlf, Bittern Lake, Edberg, Ferintosh, Hay Lakes, New Norway and Rosalind. (Though things will change with the dissolution of New Norway, we don't anticipate any budgetary implications for 2013.) FCSS is a provincial-municipal partnership to provide locally-determined preventive social services to enhance the individual, family and social well-being of Alberta citizens and communities. Participation in FCSS is governed by the FCSS Act and Regulation.

Through this letter and attachments, CDSS respectfully requests that the Village of Bawlf approve the CDSS 2013 Global Budget. Specifically, we are asking the Village of Bawlf to direct its 2013 provincial FCSS grant of \$9,559 to CDSS, along with the required municipal match of \$2,389.75 for a grand total of \$11,948.75.

Please note that our 2013 request is the same as our 2012 request. Because FCSS provincial funding did not increase in 2012, the provincial grant and municipal match remain the same. For this reason and given that our costs continue to increase, we also invite the Village of Bawlf to consider an over-contribution to CDSS of \$358, or about 15% of your required municipal match (10% would equal \$239, and would be welcome as an alternative to 15%). Note that this request is not presently reflected in our 2013 Global Budget.

In requesting an over-contribution from Bawlf, I note that the Villages of Ferintosh, Hay Lakes, New Norway and Rosalind have made over-contributions in the past, and that the City of Camrose is anticipated to grant CDSS a \$10,000 over-contribution again in 2013 (see attached Global Budget).

Item 2.)

Until last year, Camrose County also provided us with an extra \$10,000. Up until then, the County required CDSS to give Bashaw and District Support Services up to 10% of the County's provincial-municipal FCSS dollars (up to \$24,200). Last year, the County relieved us of that requirement. The County now sends \$24,200 directly to BDSS as an over-contribution, and CDSS retains all of the County's FCSS dollars, a net gain to CDSS of \$14,200. This is much appreciated - and needed - and is part of the context of our request for over-contributions from all of our municipal partners in 2013.

Finally, as you will note from the attachments, the list and description of CDSS programs has remained relatively constant over the past few years. We are confident that our programs continue to operate efficiently and effectively in meeting identified community needs. Clarence will be happy to elaborate further and address any questions you might have on November 21.

On behalf of the CDSS Board of Directors and all of our funded program staff and clients, I thank the Village of Bawlf for its continued support of CDSS.

Sincerely,



Margaret Holliston
Executive Director

Attachments: 3

**Combined FCSS Funding
2012 and 2013**

Municipality	2012 Funding			2013 Funding		
	Provincial	Municipal	Total	Provincial	Municipal	Total
County of Camrose	\$193,596	\$ 48,399.00	\$ 241,995.00	\$193,596	\$ 48,399.00	\$ 241,995.00
City of Camrose	\$ 380,545.00	\$ 95,136.25	\$ 475,681.25	\$ 380,545.00	\$ 95,136.25	\$ 475,681.25
Village of Bawlf	\$9,559	\$ 2,389.75	\$ 11,948.75	\$9,559	\$ 2,389.75	\$ 11,948.75
Village of Bittern Lake	\$ 5,117.00	\$ 1,279.25	\$ 6,396.25	\$ 5,117.00	\$ 1,279.25	\$ 6,396.25
Village of Edberg	\$ 3,655.00	\$ 913.75	\$ 4,568.75	\$ 3,655.00	\$ 913.75	\$ 4,568.75
Village of Ferintosh	\$ 4,386.00	\$ 1,096.50	\$ 5,482.50	\$ 4,386.00	\$ 1,096.50	\$ 5,482.50
Village of Hay Lakes	\$ 9,503.00	\$ 2,375.75	\$ 11,878.75	\$ 9,503.00	\$ 2,375.75	\$ 11,878.75
Village of New Norway	\$ 7,310.00	\$ 1,827.50	\$ 9,137.50	\$ 7,310.00	\$ 1,827.50	\$ 9,137.50
Village of Rosalind	\$ 4,873.00	\$ 1,218.25	\$ 6,091.25	\$ 4,873.00	\$ 1,218.25	\$ 6,091.25
Total	\$618,544	\$ 154,636.00	\$ 773,180.00	\$618,544	\$ 154,636.00	\$ 773,180.00

Note that FCSS funding has been the same for the past four years.

Note as well that the Village of New Norway officially dissolves as of November 1, 2012. New Norway affairs will transition to Camrose County, at least for an interim period. CDSS anticipates that FCSS funding related to New Norway will not change in 2013.

CDSS Global Budget 2013

CDSS Revenue (2012 and 2013 for comparison)	2012	2013			
Total FCSS Funding (Provincial & Municipal)	\$ 773,180	\$ 773,180			
Over-contribution from City of Camrose	\$ 10,000	\$ 10,000			
Over-contributions from Villages (Ferintosh; Hay Lakes; New Norway; Rosalind)	\$ 1,125				
TOTAL	\$ 784,305	\$ 783,180			
Internal Program Grants	2012	2013	Total Program Budget (2013)	% Funded by CDSS (2013)	2012
Camrose & District Home Support	\$ 65,085	\$ 66,977	\$ 123,411	54%	44%
Camrose & District Pre-School	\$ 73,196	\$ 74,015	\$ 170,505	43%	45%
Community (Community Development, Special Projects, Administration/Management)	\$ 145,700	\$ 150,700	\$ 207,310	73%	68%
Family Resource Centre	\$ 65,661	\$ 65,468	\$ 396,189	17%	16%
Family Violence Action Society	\$ 52,609	\$ 55,239	\$ 173,703	32%	32%
OSCAR - Out of School Care	\$ 98,000	\$ 102,900	\$ 269,557	38%	39%
Rural Communities Program	\$ 91,561	\$ 96,139	\$ 108,790	88%	86%
TOTAL	\$ 591,812	\$ 611,438	\$ 1,449,465	42%	41%
External Program Grants - 2013	2012	2013	Total Program Budget (2013)	% Funded by CDSS (2013)	2012
Boys and Girls Club	\$ 80,000	\$ 80,081	\$ 177,112	45%	45%
Hay Lakes Playschool	\$ 1,500	\$ 1,505	\$ 14,225	11%	12%
Open Door Community Helpers	\$ 30,000	\$ 30,000	\$ 118,200	25%	4%
Service Options for Seniors	\$ 70,000	\$ 60,000	\$ 88,723	68%	81%
TOTAL	\$ 181,500	\$ 171,586	\$ 398,260	43%	17%
Total All Programs	\$ 773,312	\$ 783,024	\$ 1,847,725	42%	31%
Total Available CDSS Funding	\$ 783,180	\$ 783,180			
Total Grants	\$ 773,312	\$ 783,024			
Contingency Fund	\$ 9,868	\$ 156			
Grants plus Contingency Fund	\$ 783,180	\$ 783,180			
Surplus/Deficit	\$ -	\$ -			

CDSS Funded Programs 2013: Program Descriptions

Family and Community Support Services (FCSS) STRATEGIES

As directed by the provincial FCSS Act and Regulation, all programs funded by CDSS must address at least one of five FCSS outcome strategies:

1. Citizens have increased independence, strengthened coping skills and are more resistant to crisis.
2. Citizens have interpersonal and group skills which enhance constructive relationships.
3. Citizens within the community assume responsibility for decisions and actions which affect them.
4. Citizens are aware of social needs within the community.
5. Citizens are supported as active participants in the community.

INTERNAL CDSS PROGRAMS

Camrose and District Home Support: Includes Meals on Wheels and light house-keeping for people who cannot manage on their own or afford private services. Most clients are seniors. Last year, 48 clients received 1,448.5 hours of homemaker service; 73 clients received 5,306 meals delivered by 380 volunteers; and also purchased 554 frozen meals (59 by rural residents). Clients consistently report an enhanced capacity for independent living, and decreased isolation.

Camrose and District Pre-School: Pre-School is a licensed program designed to help three-and-four-year old children develop the independence and social skills that help facilitate success in public school. Current 2012-13 enrolment includes 48 three-year olds (full at 48 spaces) and 86 four-year olds (90% full at 96 spaces). Parents consistently report positive program outcomes.

Community Development & Administration: Community development/special projects (City of Camrose Social Development Committee; Community Registration Night; Early Child Development Coalition; Elder Abuse Protocols Committee; Emergency Planning - Emergency Social Services; Help Book; Information and Referral; Interagency/Interagency Newsletter; Seniors Coalition; Volunteer Promotion/National Volunteer Week; Website/Facebook); Administration (board support; financial management and external grant administration; personnel supervision; reporting and accountability; other management as required); Provincial/regional networks (FCSS Association; FCSS Directors Network - provincial and regional; Inter-City Forum on Social Policy/Action to End Poverty in Alberta).

Family Resource Centre/Parent Link Centre: FRC/PLC services include the Indoor Playground, Discovery Room and Toy/Resource Library; Triple P parenting (group workshops and parent counselling); city and rural playgroups; and annual events (Bike and Trike Sale; Family Day Festivities; Hallowe'en Monster Mash). Last year, about 2,500 people were served (not including special events), reporting positive outcomes related to reduced isolation and improved parenting. The Centre also hosts a Taking Action on Bullying project in Charlie Killam junior high school, and Roots of Empathy in ten city and county elementary schools. The ROE Coordinator is now an international trainer, supported by international ROE funding.

Family Violence Action Society: Provides individual and group counselling for men, women, children and youth affected by family violence, bullying and other forms of abuse, and coordinates the Camrose Family Violence Response Council. Last year, 96 clients attended one of nine group programs; 52 clients also received individual counselling. Clients consistently report positive outcomes related to improved relationships, increased resiliency and better coping skills. Last year as well, the Family Violence Response Council hosted four community learning opportunities attended by about 90 participants, along with November's Red Silhouette Awareness Campaign, in which 57 businesses and agencies participated. A major collaborative project for 2012-13 is the development of community-based interagency protocols and training to address elder abuse.

OSCAR – Out-of-School-Care: Provides licensed after-school child care for elementary-aged children in four schools (Chester Ronning, Jack Stuart, Sifton and Sparling; Sparling School also serves children from St. Patrick School). All four sites have accreditation status. OSCAR eases family stress regarding parental employment and enhances children's safety and social skills. Last year, 150 children from 100 families attended OSCAR; as of early October 2012, 153 children were currently registered. Other revenue comes from fees, which, despite provincial subsidies, are kept low to facilitate access.

Rural Communities Program: Provides information and referral to rural citizens; community development support to organizations operating within the seven CDSS Villages; assistance to Village Councils and Administration with respect to Municipal Sustainability and other planning; and Summer-in-the-Park (75 children participated in 2012). The Program Director is a Registered Social Worker with an Elder Planning certificate. Last year, the Director facilitated 32 referrals (some requiring additional counselling or advocacy support), helped 25 citizens engage in local volunteerism, and worked with over 50 residents connected with rural organizations as they pursued various community development initiatives. Much work also went into Men At Risk and the 2012 Men's Conference.

EXTERNAL CDSS-FUNDED PROGRAMS

Boys and Girls Club: Provides after-school and summer programs for elementary school aged children and operates the Keystone youth leadership program. Children and youth consistently report enhanced leadership, improved social skills supporting healthy peer relations, and greater community involvement. Last year, 97 children participated in Kid Way, the after-school program; 15 children and 18 Augustana students connected through the U of A/BGC Athlete Mentoring Program; 39 children participated in summer programming; and 27 teens participated in Keystone (an additional 54 youth engaged in other youth activities). Special annual events include the Mayor's Walk/Run; Safe Hallowe'en at Duggan Mall, and the Father's Day Picnic (with the Family Violence Action Society).

Hay Lakes Playschool: Operates a play school primarily for three- and four-year olds. Last year 18 children attended, achieving outcomes related to social skills indicating readiness for kindergarten and public school.

Service Options For Seniors: Helps seniors and others (low income; disabled) access provincial, federal, regional and local programs, and prepare tax returns (often needed to determine program eligibility). Services also include advocacy, presentations and outreach education, notably fraud prevention. Last year, SOS supported close to 2,500 clients; one volunteer prepared about 600 Income Tax forms. Services ease financial stresses, closely related to outcomes regarding increased independence, reduced isolation and enhanced capacity to cope.

The Open Door: Provides outreach, shelter, and counselling services to "youth at risk". Also operates Café Connections, an income-generating social enterprise that gives youth employment experience, in addition to other employment and life-skills training. CDSS has funded The Open Door for over a decade via a general operating grant. Because much of The Open Door's services in fact fall outside of the CDSS prevention mandate as laid out in the FCSS Act, Regulation and Handbook, The Open Door's 2013 application focused exclusively on a Community Helpers suicide prevention project, which had previously been funded by Alberta Health Services. Community Helpers essentially provides training and support to youth and adult volunteer mentors, identified by youth as already having been supportive in some way. Last year, 15 Community Helpers were trained.