



AGENDA

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

Wednesday, November 19, 2014 – 7:00 p.m.

Council Chambers

1. CALL TO ORDER

2. DELEGATIONS

CDSS 2015 Budget Presentation – Grant Request

3. GENERAL GOVERNMENT

a) Agenda November 19, 2014

Motion to adopt as presented

b) Minutes of the Regular Meeting of Council October 15, 2014

Motion to adopt as presented

c) Minutes of the Special Meeting of Council October 21, 2014

Motion to adopt as presented

d) Accounts Payable –October 1, 2014 October 31, 2014

General Cheques 20140361 - 20140386

Motion to accept as information

e) Financial Statement – October 31, 2014

Motion to accept for information

4. NEW BUSINESS

a) BAWLF PUBLIC LIBRARY REQUEST FOR SUPPORT

Motion

b) BATTLE RIVER WATERSHED ALLIANCE ANNUAL FUNDING REQUEST

Motion

c) RE-APPOINT JERRY IWANUS AS THE ASSESSMENT REVIEW BOARD MEMBER

Motion

d) REVIEW 2013 SERVICE LEVELS FOR 2014

Motion

e) SALE OF OLD COMMUNITY HALL

Motion/Discussion

f) CHRISTMAS GREETING FOR DECEMBER VILLAGE VOICE

Motion

g) 2014 CHRISTMAS DECORATION CONTEST – DATES & JUDGES

Motion

h) PASS 2014 BUDGET AS INTERIM FOR 2015

Motion

i) COUNCIL ELECTRONIC DEVICE

Motion

j) RESTRICTIVE COVENANTS ON VILLAGE LOT SALES

Motion

k) 5 YEAR PLAN MEETING REVIEW

Motion

5. STANDING REPORTS

- a) Mayor's Report
- b) Interim Acting CAO's Report
- c) Public Works Director Report – n/a
- d) Board Reports:
 - Bawlf & District Recreation Association
 - Shirley McClellan Regional Water Services Commission
 - Regional Emergency Management Services Liaison

Motion

6. ADJOURNMENT



MINUTES OF THE REGULAR MEETING OF COUNCIL
OF THE VILLAGE OF BAWLF

In the Province of Alberta held on
Wednesday October 15, 2014 at 7:00 p.m.
In the Bawlf Village Office

PRESENT:

Mayor J. Tessari
Deputy Mayor L. Thompson
Councillor B. Wells
Councillor Dave Genio
Interim Acting CAO Tracy M. Stewart

Regrets:

Councillor Ryan Mohan

1. CALL TO ORDER

Mayor John Tessari called the meeting to order at 6:58 pm.

2. DELEGATIONS

3. GENERAL GOVERNMENT

a) *AGENDA*

MOTION 224/14 MOVED BY Mayor Tessari to adopt the agenda as presented.

b) *MINUTES OF THE REGULAR MEETING OF COUNCIL HELD SEPTEMBER 17, 2014*

MOTION 225/14 MOVED BY Councillor Genio to adopt the Minutes of the Regular Meeting of Council September 17, 2014. **CARRIED**

c) *ACCOUNTS PAYABLE SEPTEMBER 1, 2014 – SEPTEMBER 30, 2014*

MOTION 226/14 MOVED BY Deputy Mayor Thompson to accept the Accounts Payable register for September 1 to September 30, 2014, General Cheques 201400314-20140360, as information. **CARRIED**

d) *FINANCIAL STATEMENT – SEPTEMBER 2014*

MOTION 227/14 MOVED BY Mayor Tessari to accept September 2014 Financial Statement for information. **CARRIED**

4. NEW BUSINESS

a) *GAS TAX FUND AGREEMENT*

Motion 228/14 MOVED BY Deputy Mayor Thompson accept terms of amended agreement with the Government of Alberta Gas Tax Fund.

CARRIED

b) *RE-APPOINTMENT FOR CDSS BOARD OF DIRECTORS*

Motion 229/14 MOVED BY Councillor Genio to inform CDSS that we would like to re-appoint Dirk Bannister as the Village Representative.

CARRIED

c) *CAMROSE AND DISTRICT VICTIM SERVICES FUNDING REQUEST*

Motion 230/14 MOVED BY Deputy Mayor Thompson to issue a donation cheque in the amount of \$1,000.00 to Camrose & District Victim Services.

CARRIED

d) *PARKLAND REGIONAL LIBRARY BOARD BUDGET APPROVAL*

Motion 231/14 MOVED BY Councillor Wells to approve the Parkland Regional Library 2015 budget.

CARRIED

e) *CIPP LINING – FINAL/WARRANTY CCTV*

Motion 232/14 MOVED BY Councillor Genio to contact Focus to proceed with the final CCTV inspection for the CIPP as per Allan Yamashita.

CARRIED

f) *LETTER FROM RESIDENT RE: RECYCLE*

Motion 233/14 MOVED BY Deputy Mayor Thompson to direct Administration to send a letter to the resident advising that council acknowledges their concerns and that the Village will be re-visiting the recycle program in early 2015.

CARRIED

g) *WINTER 2014/2015 SNOW REMOVAL*

Motion 234/14 MOVED BY Councillor Genio to amend Policy 15, Snow Removal and Sanding on Municipal Roadways to delete all references to the County of Camrose and to re-state Notification to Residents to remove notification by sandwich boards and repeal Policy No. 4, Winter Maintenance.

CARRIED

h) *VILLAGE BURN PILE*

Motion 235/14 MOVED BY Mayor Tessari to direct Administration to send out a final warning letter in regards to proper usage of the "brush/burn/compost" area to all residents in the next utility billing.

CARRIED

STANDING REPORTS

- a) MAYOR'S REPORT
- b) INTERIM ACTING CAO'S REPORT
- c) PUBLIC WORKS DIRECTOR'S REPORT-
- d) Board Reports:
 - Bawlf & District Recreation Association
 - Shirley McClellan Regional Water Services Commission
 - Regional Emergency Management Services Liaison
 - Bawlf Library Board

MOTION 236/14 MOVED BY Deputy Mayor Thompson to accept the Standing Reports for October 2014 for information. **CARRIED**

5. IN CAMERA

6. ADJOURNMENT

Meeting was adjourned at 8:17 pm.

MAYOR- JOHN TESSARI

INTERIM ACTING CAO – TRACY M. STEWART

DATE

DATE



MINUTES OF THE SPECIAL MEETING OF COUNCIL
OF THE VILLAGE OF BAWLF

In the Province of Alberta held on
Tuesday October 21, 2014 at 8:30am
In the Bawlf Village Office

PRESENT:

Deputy Mayor L. Thompson
Councillor D. Genio
Councillor B. Wells
Interim Acting CAO Tracy M. Stewart
Public Works Director Justin Jacobsen

Arrived at 8:40
Mayor J. Tessari

1. CALL TO ORDER

Deputy Mayor Thompson called the meeting to order at 8:34am.

2. GENERAL GOVERNMENT

a) AGENDA

MOTION 237/14 MOVED BY to adopt the agenda as presented.

CARRIED

3. NEW BUSINESS

a) FINAL CCTV FOR CIPP (SEWER LINING)

MOTION 238/14 MOVED BY Councillor Genio to amend Motion 232/14 from the October 15, 2014 Regular Council Meeting Minutes to not proceed with the final CCTV as the cost does not merit the outcome.

CARRIED

4. ADJOURNMENT

Meeting was adjourned at 8:43am.

MAYOR - JOHN TESSARI

INTERIM ACTING CAO – TRACY M. STEWART

DATE

DATE

VILLAGE OF BAWLF

Cheque Listing For Council

ChequeD					2014-Nov-14	
Cheque	ate	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20140361	2014-10-15	AMSC INSURANCE SERVICES LTD.		PAYMENT		529.84
			NOVEMBER	NOVEMBER EMPLOYEE BENEFIT	529.84	
20140362	2014-10-15		PPE10.15.2014	PAYMENT		572.03
				OCTOBER 15, 2014 PAYROLL	572.03	
20140363	2014-10-15		PPE10152014	PAYMENT		1,511.62
			SEPT/OCT CELI	OCTOBER 15, 2014 PAYROLL	1,391.62	
				SEPT/OCT CELL REIMBURSEMEI	120.00	
20140364	2014-10-15		PPE10152014	PAYMENT		562.35
				OCTOBER 15, 2014 PAYROLL	562.35	
20140365	2014-10-15		PPE10152014	PAYMENT		2,412.06
				OCTOBER 15, 2014 PAYROLL	2,412.06	
20140366	2014-10-15	A-1 SUPPLY	183716	PAYMENT		30.14
				PARTS FOR LIFT STATION	30.14	
20140367	2014-10-15	ALBERTA ANIMAL SERVICES	11336	PAYMENT		329.86
				REGULAR PATROL	329.86	
20140368	2014-10-15	AMSC, (ALBERTA MUNICIPAL SERVICES COR	14-1003997	PAYMENT		2,723.00
				SEP 2014 POWER	2,723.00	
20140369	2014-10-15	BAWLF COUNTRY STORE	9.30.2.14	PAYMENT		13.35
				WATER	13.35	
20140370	2014-10-15	BORDER PAVING	48373	PAYMENT		2,388.75
				GRADER OCT 2-3/14	2,388.75	
20140371	2014-10-15	BROWNLEE LLP	402103	PAYMENT		143.96
				PROFESSIONAL FEES	143.96	
20140372	2014-10-15	CAMROSE BOOSTER	9.30.2014	PAYMENT		404.55
				WORKS & OFFICE ASSISTANT	404.55	
20140373	2014-10-15	COUNTY ENVIRO PICKUP	3095	PAYMENT		2,065.37
				GARBAGE, LANDFILL, RECYCLE	2,065.37	
20140374	2014-10-15	CRACKMASTER CAMROSE	828916	PAYMENT		52.50
				SKIDSTEER WINDOW/DOOR REF	52.50	
20140375	2014-10-15	DAYSLAND DRAINAGE DISTRICT #4	2014006	PAYMENT		1,497.25
				SEWER OUTLETS	1,497.25	
20140376	2014-10-15	ELECTRO TEL	95500	PAYMENT		409.50
			95502	COPIER B & W	157.50	
				COPIER COLOR	252.00	
20140377	2014-10-15	HAGEN SURVERYS (1982) LTD., ALBERTA LAI	30458	PAYMENT		2,625.00
				LAGOON SITE SURVEY	2,625.00	
20140378	2014-10-15	HAUSER HOME HARDWARE	243848	PAYMENT		79.46
				SUMP HOSE, GARB BAGS	79.46	
20140379	2014-10-15	MUNIWARE	20141216	PAYMENT		296.34
				SUPPORT	296.34	
20140380	2014-10-15	SCHNELL & BARRIE LTD.	75996A	PAYMENT		28.54
				CAMLOCK BUSHINGS	28.54	
20140381	2014-10-15	TELUS COMMUNICATIONS INC.	10.1.2014.	PAYMENT		589.19
			OCT 2014	SEPT PHONE	512.17	
				OCTOBER STATEMENT	89.43	
20140382	2014-10-15	TOWN OF DAYSLAND	20140018	PAYMENT		175.55
				JAMIESON STREET WATER BRE,	175.55	
20140383	2014-10-15	UFA	20103968	PAYMENT		364.12
20140383	2014-10-15	UFA	94496971	PROPANE	193.20	364.12
				CARDLOCK SEPT 2014	170.92	
20140384	2014-10-15	WFR WHOLESALE FIRE & RESCUE	92785	PAYMENT		722.65
				SNUFFER TRUCK FOAM	722.65	
20140385	2014-10-15	WINDWOODGROUP	14092404	PAYMENT		343.56
				WASTEWATER SIGNS	343.56	
20140386	2014-10-15	WORKERS COMPENSATION BOARD	33234	PAYMENT		665.00
				INSTALLMENT	665.00	

Total 21,535.54

*** End of Report ***

VILLAGE OF BAWLF

REVENUE/EXPENSE REPORT

General Ledger	Description	October 2014 Actual	2014 YTD Actual	2014 Budget	2014 Budget Remaining \$	2014 Budget Remaining %
TAX REVENUE						
1-00-110	TAXES - RESIDENTIAL	1,750.80	(289,293.02)	0.00	289,293.02	0.00
1-00-111	TAXES - RESIDENTIAL VACANT	0.00	0.00	0.00	0.00	0.00
1-00-112	TAXES - COMMERCIAL	0.00	(28,091.03)	0.00	28,091.03	0.00
1-00-113	TAXES - COMMERCIAL VACANT	0.00	0.00	0.00	0.00	0.00
1-00-114	TAXES - INDUSTRIAL	0.00	0.00	0.00	0.00	0.00
1-00-115	TAXES - AGRICULTURE	0.00	0.00	0.00	0.00	0.00
1-00-116	GRANTS IN LIEU	0.00	(4,940.98)	0.00	4,940.98	0.00
1-00-120	ASFF SCHOOL REQUISITION	0.00	0.00	(79,011.00)	(79,011.00)	100.00
1-00-190	TAXES - LINEAR	0.00	(3,622.21)	0.00	3,622.21	0.00
1-00-240	GRANTS IN LIEU	0.00	0.00	0.00	0.00	0.00
1-00-510	PENALTIES & COSTS ON TAXES	0.00	(7,637.36)	(7,000.00)	637.36	(9.10)
*	TOTAL TAX REVENUE	1,750.80	(333,584.60)	(86,011.00)	247,573.60	(287.84)
INVESTMENT REVENUE						
1-00-550	RETURN ON INVESTMENTS	0.00	(1,029.70)	(200.00)	829.70	(414.85)
*	TOTAL INVESTMENT REVENUE	0.00	(1,029.70)	(200.00)	829.70	(414.85)
GENERAL REVENUE						
1-12-410	SALE OF SERVICES	(20.00)	(1,778.62)	(1,700.00)	78.62	(4.62)
1-12-590	INSURANCE RECOVERY	0.00	0.00	0.00	0.00	0.00
1-12-595	LIBRARY BOARD UTILITY RECOVERY	0.00	0.00	(1,100.00)	(1,100.00)	100.00
1-12-741	MISCELLANEOUS FEES	0.00	46.50	0.00	(46.50)	0.00
*	TOTAL GENERAL REVENUE	(20.00)	(1,732.12)	(2,800.00)	(1,067.88)	38.14
GRANTS						
1-12-730	FEDERAL UNCONDITIONAL GRANTS	0.00	0.00	0.00	0.00	0.00
1-12-740	PROVINCIAL UNCONDITIONAL GRANTS	0.00	0.00	0.00	0.00	0.00
1-12-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00	0.00
1-12-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	(34,577.00)	(34,577.00)	100.00
1-12-850	COUNTY CONDITIONAL GRANTS	0.00	0.00	0.00	0.00	0.00
*	TOTAL GRANTS	0.00	0.00	(34,577.00)	(34,577.00)	100.00

VILLAGE OF BAWLF

REVENUE/EXPENSE REPORT

General Ledger	Description	October 2014 Actual	2014 YTD Actual	2014 Budget	2014 Budget Remaining \$	2014 Budget Remaining %
FIRE REVENUE						
1-23-110	SPECIAL TAX - FIRE	0.00	0.00	0.00	0.00	0.00
1-23-410	FIRE FIGHTING FEES CHARGED	0.00	0.00	(4,000.00)	(4,000.00)	100.00
1-23-411	MOTOR VEHICLE ACCIDENT FEES CHARGED	0.00	0.00	(1,000.00)	(1,000.00)	100.00
1-23-412	MUTUAL AIDE PROVIDED	0.00	0.00	(500.00)	(500.00)	100.00
1-23-430	FIRE EXPENSES RECOVERED	(2,160.40)	(9,224.45)	(3,400.00)	5,824.45	(171.30)
1-23-530	FIRE EXPENSES RECOVERED	0.00	0.00	0.00	0.00	0.00
1-23-570	FIRE DEPARTMENT DONATIONS	0.00	0.00	0.00	0.00	0.00
1-23-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00	0.00
1-23-850	COUNTY GRANT - SHARED SERVICE	0.00	(9,625.00)	(9,625.00)	0.00	0.00
1-23-851	FIRE TRAINING - SHARED	0.00	(1,000.00)	(1,000.00)	0.00	0.00
1-23-852	PAGER MAINTENANCE - SHARED	0.00	(500.00)	(500.00)	0.00	0.00
1-23-853	FIREFIGHTER INSURANCE - SHARED	0.00	0.00	(100.00)	(100.00)	100.00
1-23-854	PROTECTIVE EQUIPMENT - SHARED	0.00	0.00	(2,000.00)	(2,000.00)	100.00
1-23-855	COUNTY OWNED TRUCK	0.00	(455.30)	(1,000.00)	(544.70)	54.47
1-23-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00
1-23-921	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00
1-23-940	TRANSFER FROM CAPITAL RESERVES	0.00	0.00	0.00	0.00	0.00
*	TOTAL FIRE REVENUE	(2,160.40)	(20,804.75)	(23,125.00)	(2,320.25)	10.03
BYLAW REVENUE						
1-26-525	DOG LICENSES	(240.00)	(2,750.00)	2,100.00	4,850.00	230.95
1-26-530	BYLAW FINES	0.00	0.00	(200.00)	(200.00)	100.00
1-26-845	PROVINCIAL GRANT OPERATING	0.00	0.00	0.00	0.00	0.00
*	TOTAL BYLAW REVENUE	(240.00)	(2,750.00)	1,900.00	4,650.00	244.74
ROADS & STREETS						
1-32-110	SPECIAL TAX - STREET IMPROVEMENT	0.00	0.00	0.00	0.00	0.00
1-32-410	SALE OF GOODS & SERVICES	(530.00)	(530.00)	(500.00)	30.00	(6.00)
1-32-590	FRANCHISE FEES FORTIS	(435.84)	(4,591.30)	(3,300.00)	1,291.30	(39.13)
1-32-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00	0.00
1-32-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00	0.00
1-32-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00
1-37-840	PROVINCIAL CAPITAL GRANT	0.00	0.00	0.00	0.00	0.00
*	TOTAL ROADS & STREETS	(965.84)	(5,121.30)	(3,800.00)	1,321.30	(34.77)

VILLAGE OF BAWLF

REVENUE/EXPENSE REPORT

General Ledger	Description	October 2014 Actual	2014 YTD Actual	2014 Budget	2014 Budget Remaining \$	2014 Budget Remaining %
WATER REVENUE						
1-41-410	MONTHLY WATER FEES	(6,550.00)	(58,504.33)	(77,800.00)	(19,295.67)	24.80
1-41-412	BULK WATER SALES	0.00	(49.64)	(2,000.00)	(1,950.36)	97.51
1-41-511	WATER PENALTIES	(259.82)	(5,047.42)	(5,000.00)	47.42	(0.94)
1-41-845	PROVINCIAL GRANT - OPERATING	0.00	0.00	0.00	0.00	0.00
1-41-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00
*	TOTAL WATER REVENUE	(6,809.82)	(63,601.39)	(84,800.00)	(21,198.61)	25.00
SEWER REVENUE						
1-42-410	MONTHLY SEWER FEES	(5,899.00)	(52,683.53)	(65,800.00)	(13,116.47)	19.93
1-42-511	SEWER PENALTIES	0.00	0.00	0.00	0.00	0.00
1-42-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00	0.00
1-42-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00	0.00
1-42-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00
*	TOTAL SEWER REVENUE	(5,899.00)	(52,683.53)	(65,800.00)	(13,116.47)	19.93
WASTE MANAGEMENT REVENUE						
1-43-410	MONTHLY GARBAGE FEES	(2,148.00)	(19,245.20)	(24,400.00)	(5,154.80)	21.12
1-43-845	PROVINCIAL GRANT - OPERATING	0.00	0.00	0.00	0.00	0.00
1-43-412	MONTHLY RECYCLING FEES	0.00	0.00	0.00	0.00	0.00
*	TOTAL WASTE MANAGEMENT REVENUE	(2,148.00)	(19,245.20)	(24,400.00)	(5,154.80)	21.13
CAMROSE & DISTRICT SUPPORT SER						
1-51-590	REVENUE - OWN SOURCES	0.00	0.00	0.00	0.00	0.00
1-51-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	(9,559.00)	(9,559.00)	100.00
*	TOTAL CAMROSE & DISTRICT SUPPO	0.00	0.00	(9,559.00)	(9,559.00)	100.00
CEMETERY REVEUE						
1-56-410	SALE OF CEMETERY PLOTS	0.00	(1,100.00)	(200.00)	900.00	(450.00)
1-56-570	CEMETERY DONATIONS	(300.00)	(510.00)	(100.00)	410.00	(410.00)
1-56-571	CEMETERY MAINTENANCE REVENUE	0.00	0.00	(600.00)	(600.00)	100.00
*	TOTAL CEMETERY REVEUE	(300.00)	(1,610.00)	(900.00)	710.00	(78.89)

VILLAGE OF BAWLF

REVENUE/EXPENSE REPORT

General Ledger	Description	October 2014 Actual	2014 YTD Actual	2014 Budget	2014 Budget Remaining \$	2014 Budget Remaining %
DEVELOPMENT REVENUE						
1-61-410	DEVELOPMENT PERMITS & CHARGES	(50.00)	(50.00)	(500.00)	(450.00)	90.00
*	TOTAL DEVELOPMENT REVENUE	(50.00)	(50.00)	(500.00)	(450.00)	90.00
LAND SALES						
1-66-410	LAND SALES	(71,001.00)	(71,001.00)	0.00	71,001.00	0.00
*	TOTAL LAND SALES	(71,001.00)	(71,001.00)	0.00	71,001.00	0.00
PARKS & RECREATION REVENUE						
1-72-110	SPECIAL TAX - RECREATION & PARKS	0.00	0.00	0.00	0.00	0.00
1-72-410	SALE OF SERVICES - FEES & CHARGES	0.00	0.00	0.00	0.00	0.00
1-72-560	PARK & CAMPGROUND RENTALS	(495.00)	(3,045.00)	(1,200.00)	1,845.00	(153.75)
1-72-570	PARK DONATIONS	0.00	0.00	0.00	0.00	0.00
1-72-590	INSURANCE RECOVERY	0.00	(1,345.56)	(600.00)	745.56	(124.26)
1-72-595	REC. BOARD UTILITIES RECOVERY	0.00	0.00	(1,900.00)	(1,900.00)	100.00
1-72-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00	0.00
1-72-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00	0.00
1-72-850	COUNTY CONDITIONAL GRANTS	0.00	(12,500.00)	(12,500.00)	0.00	0.00
*	TOTAL PARKS & RECREATION REVENUE	(495.00)	(16,890.56)	(16,200.00)	690.56	(4.26)
CULTURE REVENUE						
1-74-560	HALL RENTALS	(1,202.25)	1,572.75	0.00	(1,572.75)	0.00
1-74-570	HALL DONATIONS	0.00	0.00	0.00	0.00	0.00
1-74-590	INSURANCE RECOVERY	0.00	0.00	(2,300.00)	(2,300.00)	100.00
1-74-593	SPECIAL EVENT REVENUES	0.00	(54.00)	(100.00)	(46.00)	46.00
*	TOTAL CULTURE REVENUE	(1,202.25)	1,518.75	(2,400.00)	(3,918.75)	163.28
RESERVE TRANSFERS						
1-97-920	TRANSFER FROM RESERVES	0.00	0.00	0.00	0.00	0.00
*	TOTAL RESERVE TRANSFERS	0.00	0.00	0.00	0.00	0.00
**	TOTAL REVENUE	(89,540.51)	(588,585.40)	(353,172.00)	235,413.40	(66.66)

VILLAGE OF BAWLF

REVENUE/EXPENSE REPORT

General Ledger	Description	October 2014 Actual	2014 YTD Actual	2014 Budget	2014 Budget Remaining \$	2014 Budget Remaining %
COUNCIL EXPENSES						
2-11-130	COUNCIL - PAYROLL DEDUCTIONS	0.00	0.00	0.00	0.00	0.00
2-11-150	COUNCIL REMUNERATION	0.00	8,466.64	12,200.00	3,733.36	30.60
2-11-211	COUNCIL TRAVEL & SUBSISTENCE	0.00	446.48	700.00	253.52	36.21
2-11-214	COUNCIL PROFESSIONAL DEVT	0.00	100.00	1,000.00	900.00	90.00
*	TOTAL COUNCIL EXPENSES	0.00	9,013.12	13,900.00	4,886.88	35.16
ADMINISTRATION EXPENSE						
2-12-110	ADMINISTRATION - SALARIES	8,204.82	73,797.00	91,624.00	17,827.00	19.45
2-12-130	ADMINISTRATION - PAYROLL DEDUCTIONS	593.22	5,305.15	9,162.00	3,856.85	42.09
2-12-131	EMPLOYEE BENEFITS	294.82	6,658.12	8,580.00	1,921.88	22.39
2-12-211	TRAVEL & SUBSISTENCE	0.00	904.92	1,400.00	495.08	35.36
2-12-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	1,809.18	2,500.00	690.82	27.63
2-12-600	BAD DEBTS	0.00	0.00	0.00	0.00	0.00
*	TOTAL ADMINISTRATION EXPENSE	9,092.86	88,474.37	113,266.00	24,791.63	21.89
OFFICE OPERATIONS						
2-12-215	FREIGHT & POSTAGE	0.00	863.88	3,200.00	2,336.12	73.00
2-12-217	TELEPHONE/INTERNET	377.00	3,536.25	0.00	(3,536.25)	0.00
2-12-220	ADVERTIZING & PRINTING	385.29	2,838.22	2,000.00	(838.22)	(41.91)
2-12-225	VILLAGE PROMOTIONS	0.00	2,614.71	1,000.00	(1,614.71)	(161.47)
2-12-230	PROFESSIONAL & CONSULTING SERVICES	0.00	924.00	1,920.00	996.00	51.87
2-12-231	AUDITING SERVICES	0.00	7,200.00	7,300.00	100.00	1.36
2-12-232	ASSESSMENT SERVICES	0.00	4,263.45	4,800.00	536.55	11.17
2-12-233	ASSESSMENT REVIEW BOARD	0.00	0.00	400.00	400.00	100.00
2-12-234	LEGAL SERVICES	137.10	2,998.55	500.00	(2,498.55)	(499.71)
2-12-237	COMPUTER SOFTWARE	0.00	9,942.17	0.00	(9,942.17)	0.00
2-12-250	OFFICE REPAIRS & MAINTENANCE	0.00	976.02	1,000.00	23.98	2.39
2-12-253	TECHNICAL SUPPORT	282.23	3,606.90	4,900.00	1,293.10	26.38
2-12-258	OFFICE JANITORIAL CONTRACT	0.00	1,020.00	1,400.00	380.00	27.14
2-12-274	INSURANCE	665.00	12,381.85	11,174.00	(1,207.85)	(10.80)
2-12-341	LAND TITLES SERVICES	0.00	0.00	200.00	200.00	100.00
2-12-510	OFFICE SUPPLIES	402.71	5,170.77	1,600.00	(3,570.77)	(223.17)
2-12-511	MISCELLANEOUS	0.00	297.54	1,000.00	702.46	70.24
2-12-519	OTHER SERVICES	0.00	538.58	0.00	(538.58)	0.00

VILLAGE OF BAWLF

REVENUE/EXPENSE REPORT

General Ledger	Description	October 2014 Actual	2014 YTD Actual	2014 Budget	2014 Budget Remaining \$	2014 Budget Remaining %
2-12-540	UTILITIES	174.63	7,093.31	8,000.00	906.69	11.33
2-19-150	ELECTION FEES	0.00	996.68	1,100.00	103.32	9.39
*	TOTAL OFFICE OPERATIONS	2,423.96	67,262.88	51,494.00	(15,768.88)	(30.62)
ADMIN-CAPITAL						
2-12-762	CAPITAL PURCHASES	0.00	0.00	0.00	0.00	0.00
2-12-790	ADMINISTRATION-AMORTIZATION	0.00	0.00	0.00	0.00	0.00
*	TOTAL ADMIN-CAPITAL	0.00	0.00	0.00	0.00	0.00
REQUISITIONS						
2-13-750	REQUISITION - SCHOOL	0.00	19,752.72	79,011.00	59,258.28	75.00
2-13-759	DAVE KNIPE MEMORIAL LIBRARY	0.00	0.00	0.00	0.00	0.00
*	TOTAL REQUISITIONS	0.00	19,752.72	79,011.00	59,258.28	75.00
FIRE EXPENSES						
2-23-148	IN-SERVICE TRAINING	0.00	800.00	1,000.00	200.00	20.00
2-23-159	HONORARIUMS - ANNUAL & HOURLY	0.00	0.00	6,900.00	6,900.00	100.00
2-23-211	TRAVEL & SUBSISTENCE	0.00	85.00	900.00	815.00	90.55
2-23-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	0.00	800.00	800.00	100.00
2-23-215	FREIGHT & POSTAGE	0.00	24.00	50.00	26.00	52.00
2-23-217	TELEPHONE	93.47	934.76	1,300.00	365.24	28.09
2-23-220	ADVERTIZING & PRINTING	0.00	4,056.05	4,200.00	143.95	3.42
2-23-225	PUBLIC RELATIONS & PROMOTIONS	0.00	(357.99)	500.00	857.99	171.59
2-23-250	FIREHALL REPAIRS & MAINTENANCE	27.18	63,793.40	400.00	(63,393.40)	(15,848.35)
2-23-251	VILLAGE TRUCK REPAIRS	0.00	1,265.53	400.00	(865.53)	(216.38)
2-23-252	COUNTY TRUCK REPAIRS	8.32	754.30	1,000.00	245.70	24.57
2-23-253	PAGER REPAIRS	0.00	0.00	750.00	750.00	100.00
2-23-254	PROTECTIVE EQUIPMENT & REPAIRS	0.00	6,586.80	6,500.00	(86.80)	(1.33)
2-23-270	CONTRACTED SERVICES	0.00	0.00	100.00	100.00	100.00
2-23-274	INSURANCE	0.00	2,050.62	2,000.00	(50.62)	(2.53)
2-23-510	GOODS & SUPPLIES	688.24	1,318.19	1,000.00	(318.19)	(31.81)
2-23-511	MISCELLANEOUS	0.00	(545.63)	0.00	545.63	0.00
2-23-512	SMALL EQUIPMENT PURCHASES	0.00	264.68	400.00	135.32	33.83
2-23-521	FUEL & LUBE	604.50	604.50	800.00	195.50	24.43
2-23-540	FIRE HALL POWER	96.40	1,354.48	1,500.00	145.52	9.70
2-23-541	FIRE HALL NATURAL GAS	0.00	1,709.39	2,500.00	790.61	31.62
2-23-750	DISPATCH AGREEMENT	0.00	0.00	1,200.00	1,200.00	100.00

VILLAGE OF BAWLF

REVENUE/EXPENSE REPORT

General Ledger	Description	October 2014 Actual	2014 YTD Actual	2014 Budget	2014 Budget Remaining \$	2014 Budget Remaining %
2-23-751	MUTUAL AIDE RESPONSE CHARGES	0.00	0.00	500.00	500.00	100.00
2-23-920	TRANSFER TO RESERVES	0.00	0.00	0.00	0.00	0.00
2-00-910	GAIN/LOSS ON DISPOSAL OF ASSETS	0.00	0.00	0.00	0.00	0.00
*	TOTAL FIRE EXPENSES	1,518.11	84,698.08	34,700.00	(49,998.08)	(144.09)
BYLAW ENFORCEMENT						
2-26-270	BYLAW ENFORCEMENT OFFICER	314.15	3,132.35	(5,500.00)	(8,632.35)	156.95
2-26-234	LEGAL SERVICES	0.00	0.00	400.00	400.00	100.00
2-26-510	BYLAW SUPPLIES	0.00	0.00	300.00	300.00	100.00
*	TOTAL BYLAW ENFORCEMENT	314.15	3,132.35	(4,800.00)	(7,932.35)	165.26
FIRE - CAPITAL						
2-23-762	CAPITAL PURCHASES	0.00	0.00	0.00	0.00	0.00
2-23-790	FIRE - AMORTIZATION	0.00	0.00	0.00	0.00	0.00
*	TOTAL FIRE - CAPITAL	0.00	0.00	0.00	0.00	0.00

VILLAGE OF BAWLF
REVENUE/EXPENSE REPORT

General Ledger	Description	October 2014 Actual	2014 YTD Actual	2014 Budget	2014 Budget Remaining \$	2014 Budget Remaining %
PUBLIC WORKS SALARIES & WAGES						
2-32-110	PW - SALARIES	3,009.05	28,840.71	38,800.00	9,959.29	25.66
2-32-130	PW - PAYROLL DEDUCTIONS	210.02	1,992.02	3,880.00	1,887.98	48.65
2-32-131	EMPLOYEE BENEFITS	235.02	1,826.13	2,820.00	993.87	35.24
*	TOTAL PUBLIC WORKS SALARIES &	3,454.09	32,658.86	45,500.00	12,841.14	28.22
PUBLIC WORKS OPERATIONS						
2-32-217	TELEPHONE	120.00	420.00	720.00	300.00	41.66
2-32-230	PROFESSIONAL CONSULTING	0.00	0.00	0.00	0.00	0.00
2-32-250	ROADWAY REPAIRS & MAINTENANCE	2,275.00	7,446.28	3,000.00	(4,446.28)	(148.20)
2-32-270	CONTRACTED SERVICES	0.00	0.00	2,600.00	2,600.00	100.00
2-32-274	INSURANCE	0.00	1,475.12	1,025.00	(450.12)	(43.91)
2-32-510	GOODS & SUPPLIES	75.68	4,326.94	10,000.00	5,673.06	56.73
2-32-511	MISCELLANEOUS GENERAL SERVICES	50.00	2,172.64	0.00	(2,172.64)	0.00
2-32-521	FUEL & LUBE	(201.74)	2,817.16	2,100.00	(717.16)	(34.15)
2-32-540	UTILITIES - STREET LIGHTS	1,099.92	11,348.13	14,241.00	2,892.87	20.31
2-32-762	CAPITAL	0.00	0.00	0.00	0.00	0.00
2-32-790	PUBLIC WORKS AMORTIZATION	0.00	0.00	0.00	0.00	0.00
*	TOTAL PUBLIC WORKS OPERATIONS	3,418.86	30,006.27	33,686.00	3,679.73	10.92
DRAINAGE						
2-37-250	DRAINAGE - REPAIRS & MAINTENANCE	0.00	588.36	1,000.00	411.64	41.16
2-37-230	PROFESSIONAL & CONSULTING SERVICES	0.00	0.00	0.00	0.00	0.00
2-37-750	REQUISITION - DRAINAGE	1,497.25	1,497.25	450.00	(1,047.25)	(232.72)
*	TOTAL DRAINAGE	1,497.25	2,085.61	1,450.00	(635.61)	(43.84)
WATER OPERATIONS						
2-41-110	SALARIES & WAGES - WATER	1,077.23	9,067.46	19,374.00	10,306.54	53.19
2-41-130	CPP, EI CONTRIBUTIONS - WATER	77.64	652.85	1,937.40	1,284.55	66.30
2-41-211	TRAVEL & SUBSISTENCE - WATER	0.00	277.16	500.00	222.84	44.56
2-41-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	0.00	200.00	200.00	100.00
2-41-217	TELEPHONE	103.07	1,069.80	1,100.00	30.20	2.74
2-41-224	MUNICIPAL MEMBERSHIP	0.00	0.00	100.00	100.00	100.00
2-41-230	PROFESSIONAL & CONSULTING SERVICES	0.00	0.00	1,300.00	1,300.00	100.00

VILLAGE OF BAWLF

REVENUE/EXPENSE REPORT

General Ledger	Description	October 2014 Actual	2014 YTD Actual	2014 Budget	2014 Budget Remaining \$	2014 Budget Remaining %
2-41-240	CUSTOMER BILLING	0.00	(762.38)	700.00	1,462.38	208.91
2-41-250	REPAIRS & MAINTENANCE	167.19	12,910.64	10,000.00	(2,910.64)	(29.10)
2-41-270	WATER - CONTRACT	0.00	1,327.50	800.00	(527.50)	(65.93)
2-41-274	INSURANCE PREMIUMS	0.00	6,420.27	6,420.00	(0.27)	0.00
2-41-510	GOODS & SUPPLIES	0.00	7,029.35	7,000.00	(29.35)	(0.41)
2-41-540	UTILITIES	586.69	7,721.66	11,413.00	3,691.34	32.34
2-41-750	REQUISITION - SMRWSC	0.00	10,342.32	10,500.00	157.68	1.50
2-41-762	CAPITAL PURCHASES	0.00	0.00	0.00	0.00	0.00
2-41-790	WATER SYSTEM - AMORTIZATION	0.00	0.00	0.00	0.00	0.00
* TOTAL WATER OPERATIONS		2,011.82	56,056.63	71,344.40	15,287.77	21.43
SEWER OPERATIONS						
2-42-000	OTHER - DAYS/SLAND DRAINAGE	0.00	0.00	1,500.00	1,500.00	100.00
2-42-110	SALARIES & WAGES - SEWER	1,756.52	10,429.97	12,412.00	1,982.03	15.96
2-42-130	CPP, EI CONTRIBUTIONS - WATER	127.39	748.95	1,241.20	492.25	39.65
2-42-211	TRAVEL & SUBSISTENCE	0.00	137.80	200.00	62.20	31.10
2-42-214	MEMBERSHIPS & PROFESSIONAL DEVELOPMENT	0.00	0.00	200.00	200.00	100.00
2-42-217	TELEPHONE	0.00	876.57	1,000.00	123.43	12.34
2-42-230	PROFESSIONAL & CONSULTING - SEWER	2,500.00	3,385.64	0.00	(3,385.64)	0.00
2-42-240	CUSTOMER BILLING	0.00	0.00	700.00	700.00	100.00
2-42-250	REPAIRS & MAINTENANCE - SEWER	327.20	2,328.89	2,900.00	571.11	19.69
2-42-270	SEWER - CONTRACT	0.00	0.00	800.00	800.00	100.00
2-42-274	INSURANCE PREMIUMS	0.00	577.27	400.00	(177.27)	(44.31)
2-42-410	BANK LOAN	0.00	0.00	0.00	0.00	0.00
2-42-510	GOODS & SUPPLIES	28.70	5,882.49	6,000.00	117.51	1.95
2-42-540	UTILITIES	220.60	3,932.84	4,141.00	208.16	5.02
2-42-762	CAPITAL	0.00	0.00	0.00	0.00	0.00
2-42-790	WASTE & SEWER AMORTIZATION	0.00	0.00	0.00	0.00	0.00
2-42-830	LAGOON DEBENTURE PAYMENTS	0.00	0.00	0.00	0.00	0.00
2-42-831	LAGOON DEBENTURE INTEREST	0.00	0.00	0.00	0.00	0.00
2-42-832	DEBENTURE PRINCIPAL PMT MACRAE STREET AMORTIZATION	0.00	0.00	0.00	0.00	0.00
2-74-790		0.00	0.00	0.00	0.00	0.00
* TOTAL SEWER OPERATIONS		4,960.41	28,300.42	31,494.20	3,193.78	10.14
WASTE MANAGEMENT						
2-43-270	GARBAGE - CONTRACT	1,640.90	16,668.32	17,000.00	331.68	1.95
2-43-260	RENTAL OF MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	0.00

VILLAGE OF BAWLF

REVENUE/EXPENSE REPORT

General Ledger	Description	October 2014 Actual	2014 YTD Actual	2014 Budget	2014 Budget Remaining \$	2014 Budget Remaining %
2-43-350	LANDFILL FEES	0.00	1,538.54	700.00	(838.54)	(119.79)
2-43-510	GOODS & SUPPLIES	0.00	0.00	0.00	0.00	0.00
2-44-350	RECYCLING CHARGES	340.00	6,596.87	5,075.00	(1,521.87)	(29.98)
*	TOTAL WASTE MANAGEMENT	1,980.90	24,803.73	22,775.00	(2,028.73)	(8.91)
CAMROSE & DISTRICT SUPPORT SER						
2-51-750	REQUISITION - CDSS	0.00	2,389.75	2,500.00	110.25	4.41
2-51-770	GRANTS TO ORGANIZATIONS	0.00	0.00	100.00	100.00	100.00
2-51-840	CONDITIONAL GRANTS TO CDSS	0.00	0.00	9,559.00	9,559.00	100.00
*	TOTAL CAMROSE & DISTRICT SUPPO	0.00	2,389.75	12,159.00	9,769.25	80.35
CEMETERY OPERATIONS						
2-56-250	CEMETERY REPAIRS & MAINTENANCE	0.00	450.00	300.00	(150.00)	(50.00)
2-56-510	GENERAL GOODS & SERVICES	0.00	0.00	0.00	0.00	0.00
*	TOTAL CEMETERY OPERATIONS	0.00	450.00	300.00	(150.00)	(50.00)
PLANNING & DEVELOPMENT						
2-61-237	MAPPING	0.00	0.00	200.00	200.00	100.00
2-61-750	REQUISITION - PLANNING	0.00	1,034.00	1,050.00	16.00	1.52
2-66-120	COSTS - LAND SALES	0.00	1,131.00	0.00	(1,131.00)	0.00
2-66-230	PROFESSIONAL & CONSULTING	0.00	0.00	0.00	0.00	0.00
*	TOTAL PLANNING & DEVELOPMENT	0.00	2,165.00	1,250.00	(915.00)	(73.20)
PARKS & RECREATION						
2-72-110	RECREATION & PARKS - SALARIES	295.28	3,358.81	8,680.00	5,321.19	61.30
2-72-115	CSJ & STEP WAGES	0.00	0.00	0.00	0.00	0.00
2-72-130	RECREATION & PARKS - PAYROLL DEDUCTIONS	21.47	202.77	868.00	665.23	76.63
2-72-131	EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
2-72-211	TRAVEL & SUBSISTENCE	0.00	0.00	300.00	300.00	100.00
2-72-220	ADVERTIZING & PRINTING	0.00	0.00	300.00	300.00	100.00
2-72-250	REPAIRS & MAINTENANCE	0.00	77.25	2,000.00	1,922.75	96.13
2-72-270	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00
2-72-510	GOODS & SUPPLIES	0.00	658.15	1,600.00	941.85	58.86
2-72-521	FUEL & LUBE	(55.98)	599.44	2,100.00	1,500.56	71.45
2-72-540	UTILITIES - REC BOARD, ETC	(418.33)	1,541.45	3,838.00	2,296.55	59.83

VILLAGE OF BAWLF
REVENUE/EXPENSE REPORT

General Ledger	Description	October 2014 Actual	2014 YTD Actual	2014 Budget	2014 Budget Remaining \$	2014 Budget Remaining %
2-72-274	INSURANCE PREMIUMS	0.00	734.31	1,925.00	1,190.69	61.85
2-72-750	REQUISITIONS - RECREATION	0.00	0.00	0.00	0.00	0.00
2-72-762	CAPITAL PURCHASES	0.00	0.00	0.00	0.00	0.00
2-72-770	GRANTS TO ORGANIZATIONS	0.00	2,000.00	0.00	(2,000.00)	0.00
2-72-780	RECREATION TRAIL RESERVE	0.00	0.00	0.00	0.00	0.00
2-72-790	RECREATION - AMORTIZATION	0.00	0.00	0.00	0.00	0.00
2-13-770	GRANTS TO ORGANIZATIONS	0.00	4,050.00	16,550.00	12,500.00	75.52
*	TOTAL PARKS & RECREATION	(157.56)	13,222.18	38,161.00	24,938.82	65.35
CULTURE						
2-74-250	REPAIRS & MAINTENANCE - OLD HALL	0.00	0.00	200.00	200.00	100.00
2-74-274	INSURANCE PREMIUMS	0.00	0.00	120.00	120.00	100.00
2-74-510	GOODS & SUPPLIES - NEW HALL	0.00	0.00	0.00	0.00	0.00
2-74-540	UTILITIES	0.00	456.64	2,700.00	2,243.36	83.08
2-74-584	SPECIAL EVENTS	0.00	150.00	1,100.00	950.00	86.36
2-74-750	REQUISITION - PARKLAND LIBRARY	0.00	3,022.50	3,000.00	(22.50)	(0.75)
2-74-761	CONTRIBUTED TO OTHER OPERATING FNC.	0.00	2,841.00	2,800.00	(41.00)	(1.46)
2-74-770	TRANSFER TO OTHER ORGANIZATIONS	0.00	0.00	0.00	0.00	0.00
2-74-775	BAWLF PUBLIC LIBRARY APPROPRIATION	0.00	0.00	3,000.00	3,000.00	100.00
2-74-831	DEBENTURE INTEREST	0.00	0.00	0.00	0.00	0.00
*	TOTAL CULTURE	0.00	6,470.14	12,920.00	6,449.86	49.92
GENERAL						
2-97-990	GENERAL CONTINGENCY	0.00	0.00	0.00	0.00	0.00
*	TOTAL GENERAL	0.00	0.00	0.00	0.00	0.00
**	TOTAL EXPENSES	30,514.85	470,942.11	558,610.60	87,668.49	15.69
***	SURPLUS/DEFICIT	(59,025.66)	(117,643.29)	205,438.60	323,081.89	157.26

*** End of Report ***

VILLAGE OF BAWLF

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	November 19, 2014
Originated By:	Tracy M. Stewart-Interim Acting CAO
Title:	Bawlf Public Library donation

BACKGROUND/PROPOSAL:

The Bawlf Public Library has submitted their 2015 Budget along with a request for a \$3,000.00 contribution from the Village of Bawlf.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Memberships have increased by 36 over last year & now include 119 memberships. Library hours have been extended and programming has been increased. The library would like to build a bench outside the library for patrons to use as well as building a bulletin board. The Village supports the BPL annually.

COSTS/SOURCE OF FUNDING (if applicable)

\$3,000.00

RECOMMENDED ACTION:

That Bawlf Council direct Administration to send a letter and cheque to the Bawlf Public Library in the amount of \$3,000.00 as our continued support.

Bawlf Public Library
Box 116
Bawlf, Alberta
T0B0J0

October 30, 2014

Village Of Bawlf
Bawlf, Alberta
T0B0J0

RE: BAWLF PUBLIC LIBRARY REQUEST FOR SUPPORT

Please find enclosed the Bawlf Public Library's 2015 Budget, 2014 Actuals to date, for your review. We are requesting a contribution of \$3,000.00 from The Village Of Bawlf.

Other highlights include:

- Hoping to maintain as well as increasing programming
- Hoping to lend support on the community project of a walking trail
- We are in the early stages of building a bench outside the library, for patrons to use, as well as building a bulletin board in this same area
- We have opened our library more hours, therefore wages have increased
- Investing in GIC's (i.e two at \$5,000.00) for library improvements

Currently we have 119 memberships (individual and family) including 67 Village of Bawlf, 50 from Camrose County, 2 Village of Rosalind. Our numbers have grown 36 more memberships than at this time last year.

We look forward to continued support of The Village Of Bawlf. If you have any questions please contact me at 780-373-3770

Sincerely,



Shelly Erickson, Treasurer
Bawlf Public Library Board

BAWLF PUBLIC LIBRARY

FINANCIAL STATEMENT

OPENING BALANCE JANUARY 1,2014

\$24,440.83

INCOME:

Grants:	
Govn't of Ab	\$ 6540.00
County of Camrose	\$ 5933.00
Parkland Library	\$ 6163.95
Village of Bawlf	\$ 3000.00
Bawlf Rec Assoc.	\$ 2000.00
Memberships	\$ 650.00
Postage Refund	\$
Donations	\$ 9.00
Fines	\$ 125.00
Misc	\$ 93.97
Fundraiser	\$ 2548.00
Interest	\$ 4.91

TOTAL

\$ 27067.83

EXPENSES:

Wages	\$14521.86
Receiver General	\$ 2574.20
Program Expenses	\$ 365.04
Board Expenses	\$ 220.00
Staff Courses	\$ 152.88
Postage	\$ 24.80
Utilities	\$ 864.63
Fundraiser	\$ 2054.00
Office Supplies	\$ 636.55
Books, Periodicals	\$
Fines	\$ 4.75
Donations	\$ 100.00
Misc	\$
Reno Payment	\$
GST paid	\$ 26.85

TOTAL

\$ 21545.56

Bank Balance as of October 3, 2014

\$ 29963.10

G.I.C.s

\$10,270.00

DAVID KNIPE MEMORIAL LIBRARY BUDGET

Actual 2014

Budget

2015 Budget

INCOME

Government Income			
ACD Grant (Ab Gov't)	\$6,540.00	\$6,500.00	\$6,500.00
PAL Service Grant	\$6,163.95	\$5,900.00	\$5,900.00
Village of Bawif	\$3,000.00	\$3,000.00	\$3,000.00
Village of Rosalind			\$0.00
County of Camrose	\$5,933.00	\$3,000.00	\$6,000.00
Cap Grant	\$0.00		\$0.00
Other Grants	\$0.00		\$0.00
TOTAL GOVERNMENT INCOME	\$21,636.95	\$18,400.00	\$21,400.00

OTHER INCOME

Bawif and District Ret Assoc.	\$2,000.00	\$1,000.00	\$1,000.00
Memberships	\$650.00	\$500.00	\$1,000.00
Fines	\$125.00	\$150.00	\$195.00
Donations	\$9.00	\$100.00	\$300.00
Program Income	\$0.00	\$100.00	\$100.00
Fundraisers	\$2,548.00	\$1,250.00	\$2,600.00
Sale of Books & Video's	\$0.00	\$80.00	\$80.00
Postage Refund		\$50.00	\$100.00
Miscellaneous Income	\$98.88	\$75.00	\$600.00
OST Rebate	\$0.00	\$0.00	\$0.00
Parkland Allotment Books Onry	\$2,205.45	\$2,400.00	\$2,500.00
TOTAL OTHER INCOME	\$7,636.33	\$5,705.00	\$8,475.00
TOTAL INCOME	\$29,273.28	\$24,105.00	\$29,875.00

EXPENSES

EMPLOYMENT EXPENSES

Wages/Holiday Pay	\$14,521.86	\$16,500.00	\$18,500.00
Receiver General	\$2,574.20	\$1,000.00	\$2,700.00
WCB Expense	\$0.00	\$50.00	\$50.00
TOTAL EMPLOYMENT EXPENSES	\$17,096.06	\$17,550.00	\$21,250.00

OPERATING EXPENSES

Books Allotment	\$1,834.94	\$2,400.00	\$2,300.00
Books Periodicals	\$0.00	\$50.00	\$50.00
Audio Visual (Videos/DVD's)	\$0.00	\$0.00	0
Program Expenses	\$365.04	\$200.00	\$400.00
TOTAL OPERATING EXPENSES	\$2,199.98	\$2,650.00	\$2,750.00

ADMIN & GENERAL EXPENSES

Cap Expenses	\$0.00	\$0.00	\$0.00
Staff Courses	\$152.88	\$300.00	\$175.00
Board Expenses	\$220.00	\$100.00	\$250.00
Bank Charges/PRL Fines	\$4.75	\$50.00	\$25.00
Postage	\$24.80	\$80.00	\$50.00

Office Supplies	\$636.55	\$600.00	\$650.00
Telephone	\$0.00	\$0.00	\$0.00
Fundraising Expenses	\$2,054.00	\$0.00	\$2,200.00
GST paid or payable — books	\$0.00	\$0.00	\$0.00
GST paid or payable — other	\$26.85	\$25.00	\$25.00
Miscellaneous Expenses	\$100.00	\$300.00	\$150.00
Insurance	\$0.00	\$0.00	\$0.00
Renovation costs	\$0.00	\$1,250.00	\$1,250.00
Utilities	\$864.63	\$1,200.00	\$1,100.00
Transfer to reserve		\$0.00	\$0.00
TOTAL ADMIN & GEN EXPENSES	\$4,084.46	\$3,905.00	\$5,875.00
TOTAL EXPENSES	\$23,380.50	\$24,105.00	\$29,875.00
SURPLUS/(DEFICIT)	\$5,892.78	\$0.00	\$0.00
G.I.C (technology reserve)		\$10,270.00	

VILLAGE OF BAWLF
Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	November 19, 2014
Originated By:	Tracy M. Stewart-Interim Acting CAO
Title:	Battle River Watershed Alliance Annual Funding Request

BACKGROUND/PROPOSAL:

The Battle River Watershed is a regional non-profit organization that has been in existence for eight years and continues to strive to expand its programs and offerings. The BRW is a unique prairie fed watershed that is home to over 120,000 people which faces declining water quality, loss of wildlife habitat, stream bank erosion wetland drainage and increasing water demands.

We are suggesting a contribution of 50 cents per capita.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

COSTS/SOURCE OF FUNDING (if applicable)

\$201.00

RECOMMENDED ACTION:

That Bawlf Council direct Administration to send a letter and cheque in the amount of \$201 to help support the Battle River Watershed.

RECEIVED
OCT 21 2014



Battle River Watershed Alliance
Box 16, Gateway Centre
4825-51 Street
Camrose AB T4V 1R9

Village of Bawlf
Box 40
Bawlf, AB
T0B 0J0

October 15, 2014

Battle River Watershed Alliance Annual Funding Request

Dear Village of Bawlf Council:

Now in existence for eight years the Battle River Watershed Alliance continues to strive to expand its programs and offerings to all communities within the watershed. Please take a look at the attached brochure that listed our most successful programs. We hope that you are able to take part in one or more of the many exciting programs we offer and are able to experience first-hand the impact we make.

We request the Village of Bawlf consider a financial commitment to support our organization. Your generosity will make a difference in our watershed and will keep the Alliance doing good work.

In the past, we have suggested a contribution of 50 cents per capita. Using the 2012 Municipal Affairs population list your municipal population is listed at 403. For municipalities that stretch across several watersheds (please see the attached map) we recognize you may already support other watershed groups and only ask for support that reflects your population that resides within the Battle River watershed. For your convenience, we have attached an invoice as many supporters have requested this in past years.

Thank you for supporting the Battle River Watershed Alliance. All funds are graciously accepted and only used within the watershed. Your funding is very important and truly appreciated. We are willing to attend a council meeting to give your council a briefing on our current work.

Sincerely,

A handwritten signature in black ink, appearing to read "Hugh Sanders", with a stylized flourish at the end.

Hugh Sanders
BRWA Board Chairperson

RECEIVED
OCT 21 2014

INVOICE

Date: October 15, 2014
Invoice # [100]



Battle River Watershed Alliance TO Village of Bawlf
Mail Box 16, Gateway Centre Box 40
4825 51 Street Bawlf, AB
Camrose, AB T0B 0J0
T4V 1R9

	2012 POPULATION
2012 Village of Bawlf population	403

DESCRIPTION		LINE TOTAL
2015 Support for Battle River Watershed Alliance Based on 50 cents per capita, assuming 100% of population resides in the Battle River Watershed	\$0.50	\$201
Support based on Village of Bawlf Council's recommended population adjustment		
SUB - TOTAL		\$201
MINUS COUNTY ADJUSTMENT		
TOTAL		

Make all checks payable to Battle River Watershed Alliance

Thank you for your Support!

Investment Opportunities

Village of Bawlf & BRWA Better Working Together

The Village of Bawlf works to represent the interests and goals of community members. You provide services to residents, or people who live in the community, and encourage them to make local decisions together, build positive relationships and learn from each other. The Village of Bawlf serves to strengthen the community as a whole.

The Battle River Watershed Alliance (BRWA) is a regional non-profit, organization who are proven provincial leaders in watershed management planning and education/extension programs. We work with four orders of government, watershed groups, industry, environmental organizations, academia and private citizens in the Battle River and Sounding Creek Watersheds.

We share common values

- ◆ Engage residents to create vibrant communities
- ◆ Focus on local decision making
- ◆ Development that meets the needs of the present without compromising the needs of future generations



We recognize the complex challenges of our world.

The Battle River watershed is a unique prairie fed watershed. Home to over 120,000 people, our watershed faces declining water quality, loss of wildlife habitat, stream bank erosion, wetland drainage, and increasing water demands.

These are complex social, economic and ecological issues that need many people working together to sustain the Battle Watershed for future generations.

Battle River Watershed Alliance

Local Governments and BRWA

The Battle River Watershed Alliance (BRWA) is a nonprofit organization and designated by Alberta's Water for Life Strategy as the Watershed Planning and Advisory Council (WPAC) for the Battle River watershed. Our economic, social and ecological work includes education, watershed planning and advice, outreach programs for water quality, water quantity, land use, biodiversity and other watershed issues important to citizens who live, work or play within the Battle River watershed.

2014 BRWA Directors

Academia	John K. Pattison, University of Alberta, Kingman
Academia	Les Parsons, University of Alberta, Lacombe
Agriculture	Wayne Richardson, Brownfield
Agriculture	John Pearson, Donalda
Business/Industry	Barb Bosh, ATCO Power, Forestburg
Environment	Karen Hanson, ARSAN, Viking
Environment	Lorne Ferguson, BRWA Treasurer, Camrose
First Nations	Open
Individual	Hugh Sanders, BRWA Chair, Summer Village of Crystal Springs
Individual	Midge Lambert, BRWA Vice-chair, Kelsey
Individual	Alan Corbett, Alberta Drainage Councils, Camrose
Municipal Government	Jordan Christenson, Special Areas Board, Hanna
Municipal Government	Bruce Cummins, MD of Wainwright
Provincial Government	Melissa Orr-Langer, Alberta Agriculture and Rural Development
Federal Government	Shane Mascarin, Department of National Defense, Wainwright
Ex-officio	Jamie Bruha, Environment and Sustainable Resource Development
Ex-officio	Jeremy Enarson, BRWA Past-chair, City of Camrose

BRWA Staff

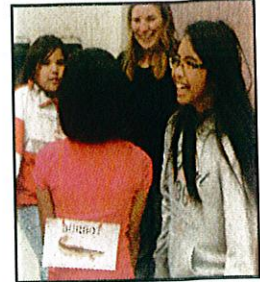
Watershed Planner	Sarah Skinner
Education and Outreach	Nathalie Stanley Olson
Policy Research	Susanna Bruneau
Office Manager	Sheila Logelin
General Manager	David Samm

INVEST IN OUR MOST POPULAR PROGRAMS

By being involved as an Invest 50 partner, you are helping the BRWA offer these education programs.

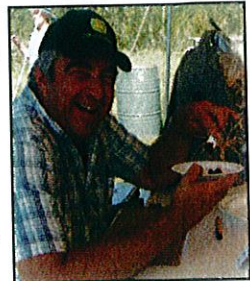
Explore More

This program brings grade 4-6 students together for a full-day environmental education experience covering a number of topics, including water quality monitoring, waste management, wildlife, groundwater, riparian areas, trees/forests, and invasive species. In 2013, 200 students from Camrose and the surrounding area gathered for a fun day of watershed learning. This is held every fall. We would love to host it in your community, please let us know if you would like to host us!



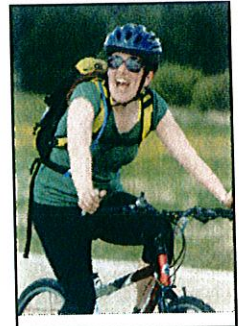
Battle River Watershed Festival and Alberta Saskatoon Pie Contest

In 2014, BRWA held our 5th annual Watershed Festival. This festival is held every year in August, and is a day-long, outdoor, family-friendly event offering a number of activities to participants, including canoeing, games, crafts, guest speakers, and an informational booth on watersheds and the work of the BRWA. More than 100 people attend the festival each year. The Watershed Festival is also home to the Alberta Saskatoon Pie Contest, which is a fun way of recognizing the value and deliciousness of the native plants that grow in our watershed. In 2014, we set a new record with 18 tasty pies being entered in the contest. Festival participants get to sample the pies and vote for their favorite. The Festival moves to a new part of the watershed every year. We would love to host it in your neighborhood.



Rolling Down the River Bike Tour

BRWA has organized an annual bike ride in the watershed since 2012. In 2013, the bike ride began at the Battle River's headwaters at Battle Lake and travelled across the watershed over the course of five days. In 2014, a one-day bike ride was held which began and ended in Camrose, following an 80-kilometre circuit which was named "The Edberg 80" south of the city through Camrose County. This bike ride provides a unique opportunity for people to be introduced to the topic of watersheds and to experience their watershed first hand. By having a new theme every year, participants learn about the watershed and all its functions.



Battle River Buddies Poster Contest

This contest invites students in grades 1-6 to create a poster related to a particular watershed theme. In 2013, the theme was "What animals do you see in the Battle River watershed?". In 2014, the theme was "Life cycles of plants and animals in the Battle River watershed". Over 300 students participated in this contest in 2013-2014. Help us promote this opportunity to schools near you! Contact the BRWA office for contest materials.

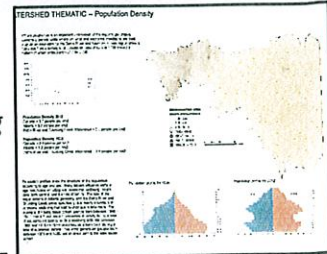


Working Together: Partnership Programs

Local Governments and BRWA

Watershed Atlas: Traversing Terrain and Experience

"Finding shortcuts, figuring out what's around the next bend, following a map to a secret event. Children have an inborn desire to explore local geographies. Developing a local sense of place leads organically to a bioregional sense of place and hopefully to biospheric consciousness." -David Sobel



The Traversing Terrain and Experience: Atlas of the Battle River and Sounding Creek Watersheds reorients the concept of an Atlas as a technocratic or science based approach to map presentation, to one in which the understanding of place more fully integrates the sensibilities and experiences of people who live in and experience the landscape every day. The Atlas serves as a tool to connect people to place by exploring the connections between landscape and experience throughout the Battle River and Sounding Creek Watershed. Development of an Educator's Guide is being proposed to accompany the Atlas, in order to expand the benefit and utility of the publication as a teaching tool for classroom teachers and other educators within the Battle River and Sounding Creek Watershed.

Experience your Watershed (EYW)

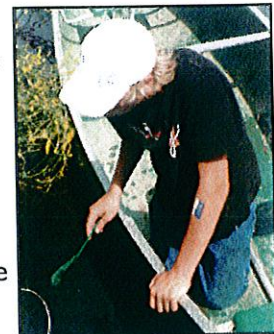
BRWA offers a number of additional educational opportunities under the banner of "Experience Your Watershed". We provide fun, interactive, and experiential watershed education opportunities to people of all ages, whether it be in schools or through community groups, clubs, summer camps, and other gatherings. We will tailor every workshop to the audience and topic of interest. The general themes of EYW are water quality and quantity, land-use, wetlands and riparian areas, invisible water and biodiversity.

Cargill has come on as a sponsor of the EYW program.



X-Stream Science

This educational program gives students a hands-on learning experience about their local stream and the greater watershed. Students use scientific protocols to collect aquatic invertebrates (water bugs) and conduct water quality tests then analyze their findings. Test results are compiled across the watershed to add to our water quality data. Throughout the program BRWA staff and students will discuss the importance of the tests and possible explanations for the results. Students also have a chance to take action based on what they discover. BRWA supplies all of the training, equipment, and handouts needed for the program.



Caring for Our Watersheds Program

This program asks junior high and high school students to submit a proposal answering the question "What can you do to improve your watershed?" Finalists are invited to give a presentation at the final competition. BRWA has coordinated this program since 2006 with program sponsor Agrium. In 2014, nearly 300 students from 12 schools across Central Alberta participated in the program. Several student projects have been implemented as a result of this program.



BRWA's Experience with Watershed Management Planning

Ferry Point Riparian Restoration Program: In 2014, BRWA wrapped up our Ferry Point Riparian Restoration Program. Over the course of this two-year program, we supported Battle River landowners in implementing eight riparian restoration projects along the Battle River south-east of Camrose. This program was an important first step in beginning to implement recommendations developed through our watershed management planning process.

Riparian Areas Recommendations: BRWA is currently conducting research in the area of riparian areas management. Once this research is complete, recommendations will be developed to support the management of riparian areas in the Battle River and Sounding Creek watersheds of Alberta.

Source Water Protection Recommendations: In 2014, BRWA completed a research report on source water protection and developed recommendations to support source water protection in our watersheds. A number of community workshops were held across the watershed to support this work.

Camrose Source Water Protection Initiative: Beginning in September 2014, BRWA is partnering with the City of Camrose and Camrose County to develop a Source Water Protection Plan within Camrose County. The plan will focus on the protection of surface water quality upstream of the Driedmeat Lake weir within the effective drainage area of the watershed. This is an exciting opportunity for BRWA to put our watershed management recommendations into practice.

Watershed Management Plan Implementation: BRWA has now developed management recommendations for 3 components of our watershed management planning process: 1) drought adaptation and management, 2) non-point source pollution management, and 3) source water protection. Beginning this year and continuing into the future, BRWA will be talking with people across the watershed about how these recommendations can be put into action. Fact sheets are currently being developed to support this work.

Box 16, Gateway Centre,
4825 - 51 Street, Camrose
AB T4V 1R9

Phone: 1-888-672-0276

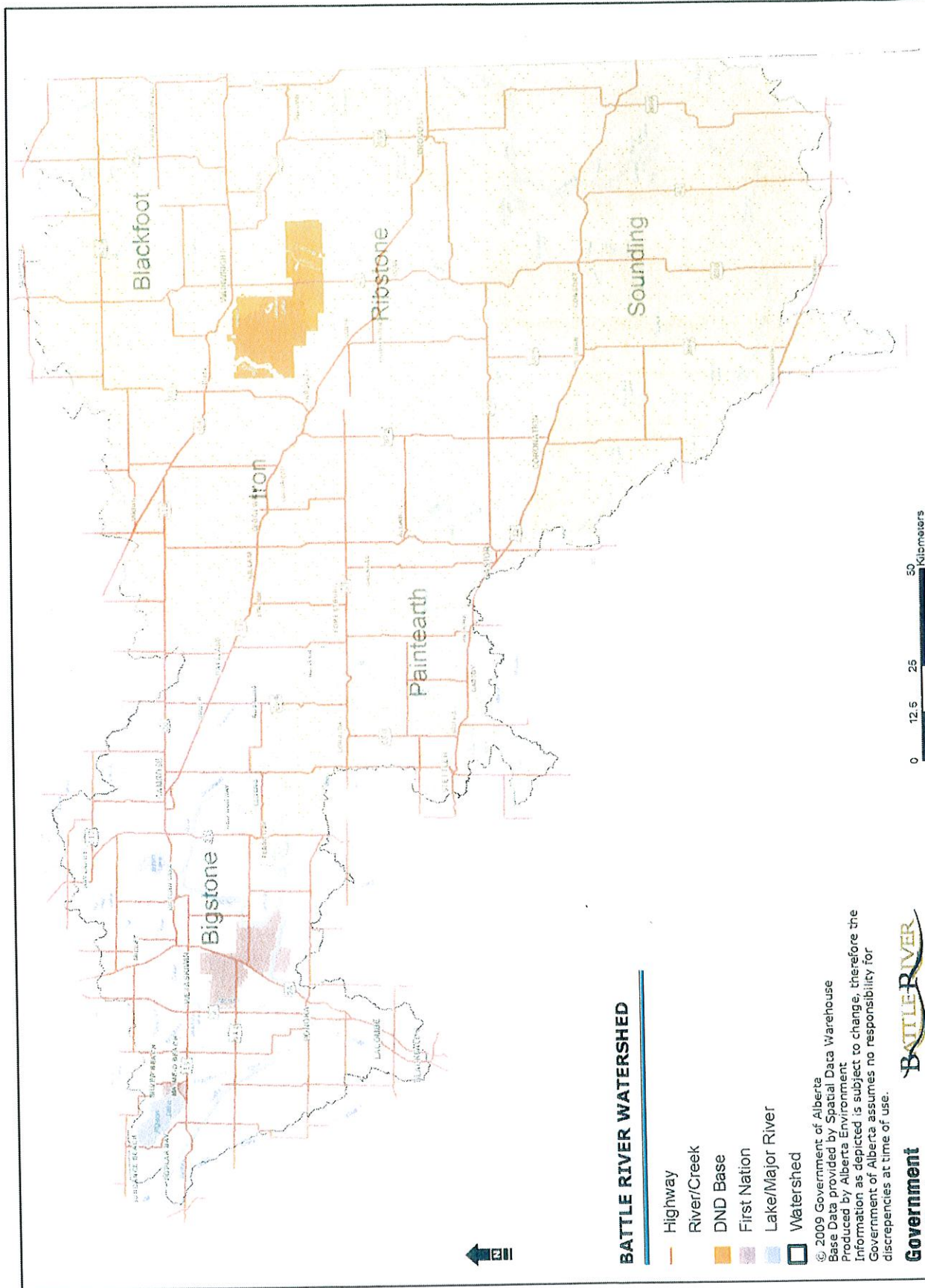
E-mail:
david.samm@battleriverwatershed.ca
sarah@battleriverwatershed.ca
nathalie@battleriverwatershed.ca
susanna@battleriverwatershed.ca
sheila@battleriverwatershed.ca

Stop by for a visit:
battleriverwatershed.ca



Battle River Watershed Alliance

Local Governments and BRWA



BATTLE RIVER WATERSHED

- Highway
- River/Creek
- DND Base
- First Nation
- Lake/Major River
- Watershed

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discrepancies at time of use.

Government of Alberta

BATTLE RIVER
WATERSHED ALLIANCE

VILLAGE OF BAWLF
Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	November 19, 2014
Originated By:	Tracy M. Stewart-Interim Acting CAO
Title:	Re-Appoint Jerry Iwanus as Bawlf's Regional Assessment Review Board Member

BACKGROUND/PROPOSAL:

Jerry Iwanus is currently Bawlf's Regional Assessment Review Board Member and has been holding this position for the past three years. The term would be for another three years and he will be attending a "refresher" training course in March of 2015.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Jerry Iwanus has responded that he would be happy to continue serving as our representative and would like Council to approve the next three year term.

COSTS/SOURCE OF FUNDING (if applicable)

n/a

RECOMMENDED ACTION:

That Bawlf Council motion to re-appoint Jerry Iwanus as our continued Regional Assessment Review Board Member.

Village of Bawlf

From: Jerry Iwanus <jiwanus@syban.net>
Sent: October-14-14 9:37 AM
To: 'Village of Bawlf'
Cc: Jennifer Olson
Subject: RE: 2015 Assessment Review Board Member "Refresher" Training

If Council will have me, I'd be happy to continue serving, as it ties in very well with my profession.

Please advise regarding Council's wishes, pursuant to a motion to that effect.

Regards,

Jerry

Jerry Iwanus, MA, AACI, P.App., President/Senior Appraiser
Altario Appraisals
#101-4909A 48 Street
Camrose, AB
T4V 1L7
Phone: 780-672-1028
Fax: 780-672-1024
Cell: 780-679-6331
www.altarioappraisals.com
[My LinkedIn profile](#)



From: Village of Bawlf [mailto:vilbawlf@syban.net]
Sent: October-14-14 8:21 AM
To: jiwanus@syban.net
Cc: 'Jennifer Olson'
Subject: FW: 2015 Assessment Review Board Member "Refresher" Training

Morning Jerry;

Can you please confirm that you are wanting to continue to be the Village's appointed ARB Member?

Thanks,

Tracy M. Stewart

Finance Officer/Interim Acting CAO

780-373-3797

F) 780-373-3798

Office Hours: Mon - Wed 8:30-4:30

From: Jennifer Olson [mailto:jolson@county.camrose.ab.ca]

Sent: October-09-14 9:05 AM

To: Village of Bawlf

Subject: FW: 2015 Assessment Review Board Member "Refresher" Training

Good morning Tracy.

Could you please confirm that Jerry Iwanus will continue to be the Village of Bawlf's appointed Assessment Review Board Member. The term would be for another three years from his successful completion of the "Refresher" training in March 2015. Should the Village wish to appoint a new member, he/she will be required to successfully complete two 2 day courses, Principles of Assessment and Administrative Law 11.

Please advise.

Thanks.

Jennifer Olson, Clerk

Regional Assessment Review Board

Camrose County

3755-43 Avenue

Camrose, AB T4V 3S8

Ph. (780) 678-3070

e-mail: jolson@county.camrose.ab.ca

From: Jennifer Olson

Sent: October 8, 2014 3:44 PM

To: Doug Lyseng; Jerry Iwanus; Jim Arnup; Ray Hook ; Robert Jones

Cc: Paul King; Village of Rosalind; Village of Edberg; Village of Bawlf

Subject: 2015 Assessment Review Board Member "Refresher" Training

The Municipal Government Board has set up the 2015 training schedule for re-certifying Assessment Review Board members. The following Members of the Camrose Regional Assessment Review Board require the **two day** "Refresher" Training in 2015.

Doug Lyseng – Camrose County

Robert Jones – Camrose County

Jerry Iwanus – Village of Bawlf

Jim Arnup – Village of Rosalind

Ray Hook – Village of Edberg

The 2015 training schedule is as follows:

March 19 - 20	Edmonton - Executive Royal Hotel, 10010-178 Street, Edmonton
Feb. 9 – 10	Red Deer - iHotel 67 th Street, 6500-67 Street, Red Deer
Jan 28-29	Calgary - Ramada Calgary Airport, 3515-26 Street NE, Calgary

Attached, for your information, are details of the course which were copied from the MGB web site.

There is no cost to attend these sessions. Mileage/accommodation/honorariums will be paid upon successful completion as per our Regional Assessment Review Services Agreement. Please let me know, as soon as possible, of your preferred date/location and I can complete the registration for you.

If you have any questions, please do not hesitate to contact me.

Thanks.

Jennifer Olson, Clerk

Regional Assessment Review Board

Camrose County

3755-43 Avenue

Camrose, AB T4V 3S8

Ph. (780) 678-3070

e-mail: jolson@county.camrose.ab.ca

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VILLAGE OF BAWLF
Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	November 19, 2014
Originated By:	Tracy M. Stewart-Interim Acting CAO
Title:	Review Village of Bawlf Service Levels

BACKGROUND/PROPOSAL:

We are currently operating under the 2013 Service Levels which should be updated/amended to coincide with other policies and bylaws that have been amended since the inception of the 2013 Service Levels.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Some items that should be reviewed and/or amended include:

- V. Protective Services
 - B. Bylaw Enforcement
 - D. Emergency Services
- VI. Roads and Public Works
 - B. Building, Vehicle and Equipment Maintenance
 - D. Sewer Mains – a.
 - F. Snow Clearing, Removal and Sanding
 - G. Solid Waste Collection
 - H. Recycling
 - I. Composting
- VIII. Recreation, Parks, Culture and Support Services

The document in whole is required to be reviewed to determine what should be added, deleted or amended to meet with current policies and bylaws.

COSTS/SOURCE OF FUNDING (if applicable)

RECOMMENDED ACTION:

For Bawlf Council to review in full and direct Administration to amend per Council motions.

Village of Bawlf



2013

Service Levels

Approved by Village Council: _____

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II. Legislative Services	3
III. Employee Empowerment	3
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V. Protective Services	4
VI. Roads and Public Works	5
A. Roads and Sidewalks	5
B. Building, Vehicle and Equipment Maintenance	5
C. Water Services	5
D. Sewer Services	6
E. Surface Water Drainage	6
F. Snow Clearing, Removal & Sanding	7
G. Solid Waste Collection	9
H. Recycling	9
I. Composting	9
VII. Planning and Development	9
VIII. Recreation, Parks, Culture and Support Services	10
A. Recreation and Parks	10
B. Culture	11
C. Support Services	12

I. Purpose of Council and Staff

The purpose of the Council and staff is to:

1. provide good government,
2. provide services, facilities and other things that in the opinion of the Council, are necessary or desirable for all or a part of the community, and
3. develop and maintain a safe, viable and sustainable community.

II. Legislative Services

A mayor and four councillors govern the Village of Bawlf and determine the goals, objectives and directives for the common good of all citizens.

The Council is responsible for:

1. developing and evaluating the policies and programs of the municipality,
2. ensuring that the powers, duties and functions of the municipality are appropriately carried out, and
3. carrying out the powers, duties and functions expressly given to it under the Municipal Government Act, or any other enactment.

The mayor and councillors may be appointed to various boards and committees to assist the Village in achieving its objectives and fulfilling regional responsibilities.

III. Employee Empowerment

The Service Levels provide direction and consistency in the way employees offer service to the community.

Service Levels are meant to be adhered to; however, they are not intended to cover every circumstance that an employee may face.

Employees are expected to use their best judgement when faced with a circumstance where making an exception to a level of service appears to be in the best interest of the organization. These exceptions should be reported to the Village Manager at the earliest reasonable opportunity.

IV. Administration

The Administration area provides administrative services in meeting the needs of the Village's citizens and others who interact with the Village.

These services include:

- | | | |
|--------------------------|-----------------------------|-----------------------|
| - Council Support | - Liaison with Library | - Budgeting |
| - Municipal Elections | - Accounts Payable | - Financial Reporting |
| - Municipal Census | - Accounts Receivable | - Annual Audit |
| - Secretarial | - Assessment/Taxes | - Investments |
| - Filing Systems | - Payroll | - Insurance |
| - Information Technology | - Utility Billings | - Human Resources |
| - Development | - Communication to Citizens | |

V. Protective Services

The Protective Services area provides services in three major areas:

A. Fire Department

The local Fire Department is a volunteer organization lead by the Fire Chief and Deputy Fire Chief. The local department serves the village as well as the surrounding area on behalf of Camrose County. A funding agreement outlines the cost sharing between the Village and the County.

B. Bylaw Enforcement

Bylaw Services are contracted to an external agency and include weekly patrols and follow up that may include notices, tickets, letters, etc.

C. Disaster Services

The Village has entered into a Regional Emergency Services Agreement with Camrose County. The Director of Disaster Services and the Deputy Director of Disaster Services are volunteer positions.

D. Emergency Services

A committee has been formed to review the feasibility of a Regional Emergency Management Services Liaison position for the municipalities within the Camrose County region.

** Police and Ambulance Services are provided by external agencies.

VI. Roads and Public Works

The Roads and Public Works area provides the following services:

A. Roads and Sidewalks

1. Roadways are inspected and potholes are repaired on an ongoing basis.
2. Asphalt cracks are repaired once per year.
3. Asphalt patching is completed as required.
4. Gravel is added to village roadways and back alleys as required.
5. The cemetery road east of the village is re-gravelled every 2-3 years, as required.
6. Roadways are graded on a regular basis.
7. Back alleys are graded as required.
8. Damaged sidewalks are removed in residential areas as needed and replaced with seed or sod.
9. Sidewalks are repaired in the commercial areas as required.
10. Paved roadways are swept once per year in spring.
11. Gutters are cleaned once per year in spring.
12. Vrolson Road and Railway Avenue are reviewed annually for the need for dust control.

B. Building, Vehicle and Equipment Maintenance

1. All Village owned buildings (ie. Village Office, Fire Hall, Public Works Shop and Storage Shed, Water Reservoir, Lift Station, Well House, Curling Rink, Outdoor Rink Building, Historic Fire Hall and Jubilee Park Concession and Toilets) are checked and maintained on a regular basis.
 - a. The water in the curling rink basement is pumped out annually in spring and then checked in fall (by October 1st).
2. Village owned vehicles are maintained as required.
3. Public works and parks equipment is maintained as follows:
 - a. Bobcat – service check completed every 250 hours; greased every 10 hours.
 - b. Tractor – service check completed every 100 hours; greased every 10 hours.
 - c. Mowers – service check completed every 100 hours; greased every 10 hours.
 - d. Weedeaters – service check completed as required.
 - e. Conterra Grader – service check completed as required.

C. Water Services

1. The Village water is supplied through two wells. Clean, potable water is provided to Village residents at 60 lb (420 kpa) pressure.
2. The Village will be connected to the Shirley McClellan Regional Water Services Commission Regional Water Line in the future.
3. The water supply is tested daily and samples are sent to the University of Alberta Laboratory on a weekly basis. Reports are forwarded to Alberta Environment.
4. Pumphouse/Reservoir:
 - a. The building is inspected once per week.

- b. The standby generator is started four times per year.
- c. The reservoir is disinfected as required (approximately every five years, if needed).

5. Hydrants:

- a. All hydrants are flushed, serviced and checked for leak loss twice per year.
- b. They are also checked for proper drainage once per year in fall.
- c. The isolation valves are checked twice per year to ensure they are fully opened.

6. Valves:

- a. The valves are exercised and inspected once per year in spring.
- b. The stems and nuts are inspected for damage or leaks.
- c. The valve stem cover is cleaned.

7. Water Mains:

- a. All mains are directionally flushed twice per year during hydrant flushing.

D. Sewer Services

1. Lift Station:

- a. The engines and pumps are checked daily (the engines were replaced in June 2010).
- b. The back-up gas engine was replaced by a natural gas generator in September 2010. The generator will supply power to all aspects of the lift station in the event of a power outage.
- c. Staff respond to the alarm as required.

2. Sewer Mains:

- a. All mains are flushed twice per year (spring and fall) with the regionally purchased sewer flush/vacuum truck.
- b. The manholes are checked visually twice per year.
- c. Sewer video camera surveillance is completed as required.
- d. The 1966 vitrified clay tile main lines were rehabilitated with a cured-in-place-pipe (CIPP) liner in August 2012.

3. Wastewater Lagoon:

- a. The lagoon cells are checked monthly for malfunctions, leaks in the banks, tree growth, etc.
- b. The wastewater is released into the Daysland Drainage Ditch and tested annually.
- c. Repairs to the banks and berms are completed as required.
- d. The crossover valve and weir are checked monthly.

E. Surface Water Drainage

1. Ditches:

- a. The drainage ditches are checked weekly during the summer and daily during the spring melt.
- b. The ditches are cleaned out as required.

2. Drainage Gate (at north end):

- a. Water flow is monitored regularly in the spring and fall to determine the opportune time to open or close the gate.

F. Snow Clearing, Removal and Sanding

1. Snow Clearing and Removal:

- a. Snow will be cleared according to the priorities outlined in the chart on page 8.
- b. Roadways are to be brought to a drivable condition for vehicles equipped with suitable tires within the specified time and when the depth of freshly fallen or drifting snow exceeds the depth specified in the chart.
- c. Roadways are to be cleared of snow when two-lane traffic cannot be safely maintained for Priorities 1 and 2.
- d. Windrows on both sides of the street and avenue adjacent to the school property will be removed within one week, in ordinary circumstances.
- e. Snow will be removed up to the curbs on residential roadways as required.
- f. The Village will contract grader services through Camrose County, with the understanding that the village roadways will be cleared after the County roads have been cleared. This could take up to four days.
- g. If snow clearing is required prior to the County grader being available, the Village will either contract the snow clearing services through another company or use Village equipment to clear the areas in order of priority.
- h. If the County grader leaves a windrow in front of a residential driveway or around a parked vehicle on the street or avenue, the Public Works staff will assist the homeowner with removing the windrow.
- i. Residential driveways will be cleared as the last priority and will be based on requests submitted to the Village Office. In the event of a medical emergency, a residential driveway may warrant being cleared by Public Works Staff prior to the approved priorities.
- j. Snow will be removed from municipal sidewalks that are normally used by the public. Sidewalks infrequently used by the public will not be cleared of snow.
- k. Whenever possible, residents will be notified in advance when snow clearing will be expected to occur in their area. Sandwich boards will be placed in highly visible locations approximately 12-24 hours prior to the commencement of clearing. On extraordinary occasions, notification in advance may not be possible.

2. Sanding:

- a. In order to provide for the safe movement of vehicular and pedestrian traffic, sanding will occur as soon as possible when necessary and will be dependent on road and weather conditions.
- b. Sanding will occur according to the priorities outlined on page 8.

- c. The sanding material consists of two percent calcium chloride (so the sand stock pile does not freeze), five percent salt (to melt the snow and ice on roadways) and sand/chips (to provide traction on slippery road surfaces).

Snow clearing and sanding on municipal roadways will be carried out in the priorities described below and as indicated on the attached map (Schedule A). During unusual snowfall events, it may not be possible to achieve these levels of service stated.

Snow Clearing Priority	Roadway Description	cm snow (before plowing)	Plow Roads within "x" hrs of snowfall	Sanding Priority
1	Vrolson Road from Highway 13 to the northern Camrose County boundary; Railway Avenue from Vrolson Road to Jamieson Street; Fire Hall driveways	7.5 cm	12-18 hrs	3
2	Around the school (Alberta Avenue from Vrolson Road to King Street AND King Street between Alberta and Molstad Avenues); Hanson Street from Railway Avenue to Molstad Avenue	7.5 cm	18 hrs	2 4
3	Depending on the day of the week of the snowfall or drifting, either a) or b) first: a) the back alleys (to be cleared before garbage collection day) OR b) all residential street and avenues with the priority being the roadways most drifted in	7.5-15 cm	18-24 hrs	
4	Municipal parking lots (ie. Village Public Works shop and Administration Office)	15	after other priorities	
5	Residential driveways		after other priorities	
	Railway crossing on Vrolson Road			1
	All intersections			5

G. Solid Waste Collection

1. Landfill:

a. The Village has a contract with Camrose County for residents to haul waste to the Kelsey Transfer Station.

b. Household residential and commercial refuse is removed once per week by Can-Pak Environmental.

2. Spring Clean-Up:

a. The Village coordinates an annual spring clean up event to assist in keeping the Village clean.

b. During the spring clean-up, the Village will pick up and transport unwanted large appliances and then invoice the owners for any environmental costs incurred.

c. Public Works Staff are usually scheduled to work the evening of the event.

H. Recycling

- Bi-weekly curb-side pick-up is provided by Can-Pak Environmental.

- Sorting of the recyclables is not required.

- Can-Pak has provided a list of acceptable and unacceptable materials.

I. Composting

- Residents may dump their grass clippings to the grass composting area east of the water reservoir.

- Residents may also take tree branches to the collection area east of the water reservoir.

VII. Planning and Development

A. Development Permits & Compliance Certificates

- The Village Development Officer administers all applications for development permits and compliance certificates.

B. Building Permits and Inspections

- The City of Camrose administers the building permits (including electrical, plumbing and gas permits) and completes the necessary building inspections.

C. Planning and Subdivision Services

- Camrose County is contracted by the Village to provide planning and subdivision services.

VIII. Recreation, Parks, Culture and Support Services

A. Recreation and Parks

1. Grass Cutting and Weed Control

- a. All grass on Village property (including the Community Centre, the cemetery and the ball diamonds) is mowed weekly (more or less depending on the annual rainfall).
- b. Weed-eating is completed as required.
- c. Weeds are sprayed under Camrose County's license as required in spring and fall.

2. Trees

- a. All trees are inspected for insects, diseases and pests once per year and recommendations for action are made as necessary.
- b. Newly planted trees are watered as required based on rainfall amounts.
- c. Trees are fertilized as necessary.
- d. Trees are pruned as required.
- e. Dead trees are removed as soon as noticed and recorded on a list for replacement.

3. Flower and Shrub Beds

- a. The flowerbeds are planted and maintained by the Public Works/Recreation staff. Beds include: Village entrance off Highway 13, Village of Bawlf Office Building, Village Fire Hall and the Historical Sign Shrub Bed.
- b. Rototilling and/or the addition of peat occurs as required in spring.
- c. Beds are weeded weekly.
- d. Watering occurs twice per week and is dependent on the amount of rainfall.

4. Jubilee Park

a. Campground

- Approximately 22 sites are available (12 have electricity).
- Fire wood is cut and provided as it becomes available.
- The roadway into and within the campground is maintained as required.

b. Toilets

- The toilets are checked and cleaned weekly or as required.
- They are restocked as required and especially prior to all booked ball tournaments or events.
- The facilities are winterized by October 15th.

c. Concession Building

- The building is maintained by the Village.
- It is operated by the user groups booking tournaments or events in the park.

d. Playground

- The playground equipment was funded and installed by the Lions' Club in the 1980's.
- It is maintained jointly by the Lions' Club and the Village.
- Safety checks are completed bi-weekly during the summer months.

- e. Fire Pits
 - Approximately seven fire pits are available for use by campers and park users.
- f. Refuse Collection
 - The garbage cans are checked weekly and emptied as required. During special events, the garbage is checked more often.
- 5. Recreation Board
 - a. The Village provides the Bawlf and District Recreation Board an annual grant.
- 6. Recreational Trail
 - a. The Village has endorsed the construction of a recreational trail around the Village.

B. Culture

1. Bawlf Community Centre (new hall)

- a. The Lions' Club secured provincial grant funding and lead the project to construct the hall.
- b. The Lions' Club operates and maintains the hall and will continue to do so until December 31, 2017. At that time, the Village will be responsible for the operation and maintenance of the hall.
- c. The Village provides the hall booking services and collects the rental fees. The funds are turned over to the Lions' Club at year end.
- d. The Village provides grass cutting, tree maintenance, weed control, etc. on the grounds around the hall.

2. Bawlf Community Hall (old hall)

- a. The Village takes care of the grass cutting, tree maintenance and weed control on the grounds around the old hall.

3. Village of Bawlf Public Library

- a. The Village of Bawlf Public Library is housed in the Village Office Complex.
- b. The Village Council appoints the members of the Library Board as required.
- c. The Village provides an annual operating grant to the Library Board.
- d. The Public Library serves the residents of Bawlf and area as well as Rosalind and area. Library memberships are recognized at any library within the Parkland Regional Library service area.

4. Historical Assets

- a. Old Fire Hall (built in 1911)
- b. Historical Sign

C. Support Services

1. Camrose and District Support Services (CDSS)

The Village partners with CDSS on this provincial program and the Village of Bawlf's share of the municipal portion (20%) is approximately \$2700 per year.

The services and programs available to Bawlf residents by contract are:

- a. Home Support (light housekeeping and Meals on Wheels)
- b. Licensed Pre-School
- c. Family Resource Centre (eg. parenting education, playgroups and counselling)
- d. Family Violence Action Society (eg. counselling and support groups)
- e. OSCAR (licensed out-of-school care)
- f. Rural Communities Program (eg. Summer in the Park, information & referral, and community development)
- g. Volunteer Centre (eg. volunteer recruitment and data base of clubs & organizations)
- h. DARE Program in Schools (eg. drug and alcohol resistance and bullying prevention)
- i. Open Door Program (eg. youth outreach, shelter and counselling services)
- j. Service Options for Seniors – SOS Program (eg. assistance to access provincial, federal, regional and local programs and supports)

VILLAGE OF BAWLF

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	November 19, 2014
Originated By:	Tracy M. Stewart-Interim Acting CAO
Title:	Sale of Old Community Hall

BACKGROUND/PROPOSAL:

The Old Community Hall has been unused and "closed" for the past 4? Years. Both the power and gas have been turned off. It would require some costly repairs to be brought back up to a usable condition.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

In the February 2011 Council Meeting Minutes, it was motioned:

"SALE OF BAWLF COMMUNITY HALL (OLD HALL)"

At the January, 2011 Regular Council Meeting, Village Council asked the Administration to research the feasibility of tendering out the sale of the Old Hall. After researching and not finding an appropriate tender document it seems as though another option would be to list the old hall for sale with our realtor.

MOTION 25/11: MOVED BY Councillor Porter that Village Council authorize the Village Manager to contact Coldwell Banker with a request to list the Bawlf Community Hall for sale "as is" for \$30,000.

CARRIED.

This has never been done.

Does Council want to list with our realtor Dennis Johnston of Coldwell Banker or would Council want to direct Administration to put out a tender from the Village for the sale?? A current appraisal should be done as the Village should not be selling for less than market value. This could also be obtained, free of charge, from Paul Laslop, the Village Assessor.

COSTS/SOURCE OF FUNDING (if applicable)

If sold by realtor for the last appraised value of \$30,000, then it would be 6% commission.

RECOMMENDED ACTION:

That Bawlf Council discuss the best option to sell the Old Community Hall "as is" and direct Administration per their decision.

VILLAGE OF BAWLF
Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	November 19, 2014
Originated By:	Tracy M. Stewart-Interim Acting CAO
Title:	December Village Voice Christmas Greeting

BACKGROUND/PROPOSAL:

In previous years, the Mayor/Council has written a Christmas greeting for the front page of the December issue of the Village Voice.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

This is a great way for the Mayor/Council/Administration to touch base with Village residents with a warm greeting to end off a year of change, goal setting and overall accomplishments.

COSTS/SOURCE OF FUNDING (if applicable)

RECOMMENDED ACTION:

That the Mayor write a Christmas Greeting to Village residents for the December Village Voice that is to be reviewed by all Council/Administration for input.

VILLAGE OF BAWLF
Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	November 19, 2014
Originated By:	Tracy M. Stewart-Interim Acting CAO
Title:	Christmas Decoration Contest – Dates & Judges

BACKGROUND/PROPOSAL:

The Village of Bawlf puts on an annual Christmas Decoration contest for all residents within the Village.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Does Council want to continue with the annual contest?
Who will the judges be this year?
What date should the judging be on?
Previous years' winners won \$75-1st place, \$50-2nd place and \$25-3rd place. Are these amounts still ok?

COSTS/SOURCE OF FUNDING (if applicable)

Approximately \$150.00 if winning amounts stay the same

RECOMMENDED ACTION:

That Bawlf Council continue with the Annual Christmas Decoration contest, determine who will be judging and when the judging will take place. Direct Administration to put a "blurb" in the December Village Voice about the contest

VILLAGE OF BAWLF
Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	November 19, 2014
Originated By:	Tracy M. Stewart-Interim Acting CAO
Title:	Pass 2014 Budget for Interim 2015

BACKGROUND/PROPOSAL:

The Village is required to have a 2015 budget in place by November 1st of each year.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Administration has not completed the draft 2015 budget. Administration is planning on having the draft budget prepared by January 5th, 2015 and would like to have a budget meeting in January.

COSTS/SOURCE OF FUNDING (if applicable)

n/a

RECOMMENDED ACTION:

That Bawlf Council motion to pass the 2014 Budget as the Interim 2015 Budget.

VILLAGE OF BAWLF
Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	November 19, 2014
Originated By:	Tracy M. Stewart-Interim Acting CAO
Title:	Council Electronic Device- Tablet

BACKGROUND/PROPOSAL:

Administration had purchased a tablet for Council to use to review the monthly Agenda Packages.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Using such electronic device for reviewing agenda packages for monthly meetings alleviates the need to print, sometimes hundreds of sheets of paper, prepare 5 Council binders and distribute to Council members. It is much less time consuming and economical to email agenda packages and then Council can review and be able to have the electronic version in front of them for all meetings.

Only one tablet was purchased as a trial at a cost of \$129.00 + GST.

Two Council members have had the chance to use the tablet.

What comments does Council have in regards to using it for monthly meetings?

COSTS/SOURCE OF FUNDING (if applicable)

\$550.00

RECOMMENDED ACTION:

That Bawlf Council direct Administration to purchase 4 more tablets so that all Council members will have a Village owned tablet to use for Council Meetings.

VILLAGE OF BAWLF
Request for Decision (RFD)

Meeting Date:	Regular Council November 19, 2014
Originated By:	Tracy M. Stewart-Interim Acting CAO
Title:	Restrictive Covenant on Village Lot Sales

BACKGROUND/PROPOSAL:

All Village lots were sold with a Restrictive Covenant attached. In the November 15, 2011 Council Meeting Minutes, a motion was passed to remove the Restrictive Covenant condition on the sale of Village lots.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

In speaking with the Village realtor, Dennis Johnston of Coldwell Banker, he informed me that when pulling the Land Title on one of the Niblock lots that a party is interested in, there was no Restrictive Covenant attached. This is when I found the above motion. Dennis Johnston was quite surprised and proceeded to inform me that without this Covenant, the buyer would be able to do certain things to the property/dwelling that are not covered in the Land Use Bylaw or Building Permit Requirements. Another item Dennis mentioned is on Schedule "B", item 1. He mentioned that this should be deleted altogether as it is not a common condition and could hinder any lot sales.

In saying that, I also came across a motion in the September 19, 2012 Meeting Minutes where the following motion was passed: "

COSTS/SOURCE OF FUNDING (if applicable)

n/a

RECOMMENDED ACTION:

That Bawlf Council amend the Restrictive Covenant accordingly, pass a motion to add to Land Titles for all future lots for sale in the Village and direct Administration to re-write the Restrictive Covenant as per Councils' amendments, send to Council for proofing and once approved by Council to add to Land Titles.

e) *APPOINTMENT OF AUDITOR*

Discussion.

MOTION 182/11: MOVED BY Mayor G. Blatz that the Village Council appoint the Brian King Professional Corporation to provide the Village of Bawlf's external audit services for 2011 at a cost of \$6750.00 plus \$150.00 per hour for additional non-audit services, as required, with the intention that the appointment be extended for an additional four (4) years if the performance of auditor is found to be satisfactory and further, that the Village enter into a contract with the Brian King Professional Corporation for the preparation of the 2011 Audited Financial Statement.

CARRIED.

f) *RESTRICTIVE COVENANTS ON VILLAGE LOT SALES*

Discussion.

MOTION 183/11: MOVED BY Deputy Mayor J. Yuha that the Village Council remove the Restrictive Covenant condition on the sale of Village lots.

CARRIED.

g) *MOTION REQUIRED FOR REIMBURSEMENT TO OWNERS OF PARCEL J 1140 MC*

Discussion.

MOTION 184/11: MOVED BY Councillor R. Blatz that the Village Council approve reimbursement to the homeowners of Parcel J 1140MC based on the receipt received in the amount of \$3000 for the costs incurred for the installation of the main water and sewer lines along Vrolson Road north of Alberta Avenue to Parcel J 1140MC.

CARRIED.

Mayor G. Blatz abstained from the vote.

5. NEW BUSINESS

a) *CAMROSE & DISTRICT SUPPORT SERVICES 2012 BUDGET*

Discussion.

MOTION 185/11: MOVED BY Deputy Mayor J. Yuha that the Village Council approve the Camrose and District Support Services 2012 Budget as presented.

CARRIED.

b) *CONGRATULATORY LETTER TO MINISTER DOUG GRIFFITHS – Deputy Mayor J. Yuha*

Discussion.

MOTION 186/11: MOVED BY Deputy Mayor J. Yuha that a letter be sent under the Mayor's signature to the Honourable Doug Griffiths congratulating him on his appointment to Minister of Municipal Affairs.

CARRIED.

c) *ALBERTA ANIMAL & MUNICIPAL ENFORCEMENT SERVICES 2012 CONTRACT*

Discussion.

MOTION 187/11: MOVED BY Mayor G. Blatz that the Village Council accept the 2012 Alberta Animal & Municipal Enforcement Services Contract.

CARRIED.

Sept. 19, 2012

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

Item #: 3. a)

RESTRICTIVE COVENANT

WHEREAS The Village of Bawlf is registered owner of all the lots legally described as follows:

LOT(S) 1A, 2A, 3A, 4A, 5A, 6A

all in BLOCK 17

PLAN 072 0313

EXCEPTING THEREOUT ALL MINES AND MINERALS

RONALD W. ZIEBART
BARNISTER & SOLICITOR

AND WHEREAS ~~Section 7(1) of the~~ Land Titles Act of Alberta provides that an owner may grant to itself a Restrictive Covenant for the benefit of land it owns against lands which it owns and the Restrictive Covenant may be registered under the said Act;

AND WHEREAS it is to the benefit and common advantage of The Village of Bawlf and all persons who later acquire title to the lots, to cause this Restrictive Covenant to be made and registered to establish certain minimum standards and obligations which the registered owner shall fulfill.

AND THEREFORE THIS RESTRICTIVE COVENANT WITNESSES THAT:

1. The registered owner hereby creates and will register a Restrictive Covenant on all lands hereby described.
2. No building of any kind, other than private residential dwelling houses and appropriate outbuildings, shall be built on any lot. No trade, commerce, manufacture, profession or business of any kind shall be carried out upon any parts of the lot.
3. All building and development upon the said lands shall be in accordance with Schedule B attached hereto and made part of this Restrictive Covenant.
4. This Restrictive Covenant and these conditions shall run with and be legally annexed to the said lands and shall extend to, and be binding upon, and enure to the benefit of the undersigned, being the registered owner in fee simple of the said lands, and every purchaser or transferee from the undersigned, their respective heirs, administrators, executors, successors and assigns,, respectively, and every person deriving title from them, until such time as this Restrictive Covenant shall be withdrawn, altered or modified by The Village of Bawlf or by Order of the Court.

IN WITNESS WHEREOF the Registered Owner has executed this Restrictive Covenant this 18 day of January, 2007.

The Village of Bawlf

Murray Schepensky / *SWL*
(Seal)

SCHEDULE "B" ✓**THESE CONDITIONS ARE IN ADDITION TO ANY MUNICIPAL BUILDING AND DEVELOPMENT RULES.**

1. Construction of the dwelling shall be commenced within 18 months from the date of registration of title to the owner has been effected. In the event the owner has not commenced construction within the 18 months provided, the owner shall immediately at the request of the Village of Bawlf, provide to the said Village, a transfer of lands back to the Village, free and clear of any and all financial encumbrances. The consideration to be paid for the said transfer back shall be the original purchase price paid by the owner to the Village less **ONE HALF OF THE PURCHASE PRICE**.
2. No more than one private residential building shall be built on any lot.
3. The dwellings must be constructed and may not be a mobile home.
4. No signs, billboards, notices or advertising shall be placed upon any lot or building except for:
 - For Sale signs;
 - Signs identifying address of property, name of owner and/or the property.
5. No building materials, waste, garbage or other material shall be dumped or stored on any lot except for building materials used to erect a building on that lot.
6. An owner may store his or her recreation vehicle on his or her own lot, provided it is on a storage pad or driveway and provided it is not being occupied for any consecutive period of more than 7 days while being so stored.
7. Front drive garages ONLY.
- 7.10 A temporary building or sign, the sole purpose of which is incidental to the erection or alteration of a build, for which a permit has been issued under this bylaw.
- 7.11 A change of use of land or building where the new use is permitted in that land use district and conforms in every way with this bylaw.
- 7.12 New single storey buildings, not on permanent foundation, under 15 square metres (160 sq. ft) in size which are accessory to a residential use. These buildings are bound by yard and setback rules.

8. NON-CONFORMING BUILDINGS AND USES

If a building or land use is not allowed in this bylaw, but was legally in existence at the date of passage of this bylaw, it may continue legally as a non-conforming use and be maintained pursuant to section 643 of the Act, but it may not be enlarged or replaced except pursuant to Section 11.6 of this bylaw.

9. APPLICATION FOR A DEVELOPMENT PERMIT

9.1 An application for a development permit shall be made to the development Authority in writing on the appropriate form, signed by the owner or his authorized agent, and shall be accompanied by

9.1.1 a statement of the former, present and proposed use of a lot and any buildings on it;

9.1.2 the legal description and municipal address;

9.1.3 a site plan drawn to scale and showing the boundaries of the lot, the locations of existing and proposed buildings, any front, rear, and side yards, any provision for off-street loading and vehicle parking, and access and egress points to the site;

9.1.4 all easements and utilities, and the proposed connections to utilities;

9.1.5 the proposed site grading and drainage.

9.1.6 the estimated commencement and completion dates of any construction;

9.1.7 the estimated cost of the project or contract price; and

9.1.8 the appropriate fee.

9.2 The Development Authority may also request

9.2.1 details of the proposed finish of the building and the landscaping of the lot;

9.2.2 a real property report drawn by an Alberta Land Surveyor, if there is any doubt as to the boundaries of the lot;

9.2.3 engineering and other reports to prove the safety and suitability of the site for the purpose intended, including a declaration that the site is free from contamination, and

9.2.4 a copy of the current title to the lot.

SCHEDULE B

REGULATIONS FOR LAND USE DISTRICTS

1. R1 Low Density Residential

1.1 Purpose

The purpose of the R1 district is to provide land for detached residences and other uses which are compatible with a high quality residential area.

1.2 Permitted uses

The following uses are permitted:

- New single detached houses of conventional construction,
but excluding manufactured houses.
- New modular houses
- Home offices
- Parks
- Unattended utility installations
- New buildings and uses accessory to the above

1.3 Discretionary uses

The following uses may be allowed at the discretion of the Development Authority:

- Basement, granny and nanny suites in residences
- Bed and breakfast establishments
- Churches
- Family day homes
- Home businesses
- Buildings and uses accessory to the above

1.4 Density of development

Only one residence and one suite shall be built on each lot.

1.5 Lot area

Residential lots shall have an area of at least 500 square metres (5,382 sq ft).

Other lots shall have an area to the satisfaction of the Development Authority.

1.6 Lot width

Residential lots shall have a width of at least 15 metres (50 feet)

1.7 Site coverage

No more than 40% of the area of a lot shall be covered by buildings.

1.8 Maximum height of buildings

5. GARAGES

In front of the vehicle doors of every garage there shall be a parking area entirely located on the lot as shown in Figure 1.

6. GRADING OF LOTS

- 6.1. No land shall be filled or raised, and no grading or drainage shall be undertaken, unless a development permit has been issued for the work.
- 6.2. In no case shall the water from one lot drain on to another lot unless this is explicitly allowed in a development permit AND the person whose lot is being drained has the written permission of the person whose land will receive the water.
- 6.3. An application for a development permit application for a new building shall include a lot grading and drainage plan showing existing and proposed ground levels on the lot in question and on neighbouring lots, roads, and lanes, and shall normally provide for a minimum 4% slope away from buildings.

7. LIVESTOCK

- 7.1. No livestock other than normal domestic pets shall be kept in any district except UX.
- 7.2. This section does not apply to auction marts or veterinary clinics.

8. MOVED IN BUILDINGS

- 8.1. Existing buildings may be moved on to a lot in the municipality where this is explicitly allowed in the regulations for the particular land use district.
- 8.2. A person wishing to move an existing building on to a lot shall make an application for a development permit in the usual way and shall also provide:
- 8.2.1. photographs showing all sides of the building;
 - 8.2.2. a statement of the type of construction, condition, and age of the building; and
 - 8.2.3. a statement of proposed improvements with an estimate of costs.
- 8.3. The Development Authority may inspect the building which is proposed to be moved in, or have another qualified person do so, and in either case the expenses of such inspection, including the inspector's time, shall be paid by the applicant before any development permit is issued.
- 8.4. The Development Authority shall consider whether the building is compatible with the character of the neighbourhood in which it is proposed to be set, and may refuse a development permit if, in his opinion, the building is unsuitable.
- 8.5. The Development Authority may issue a development permit subject to such conditions as he believes necessary to bring the building up to a suitable standard within 12 months from the date of issuance of the development permit.
- 8.6. The Development Authority may also require a performance bond under Section 11.9 of the Bylaw.

No building height shall exceed 10 metres (33 feet) from grade to roof peak.

1.9 **Front setback**

The main building shall be set back at least 6 metres (20 feet) from the front boundary of the lot, and no accessory buildings shall be constructed in the front yard.

Where a lot abuts two or more roads, the Development Authority may require that front yard setbacks be observed from more than one road.

1.10 **Rear setback**

The main building shall be set back at least 6 metres (20 feet) from the rear boundary of the lot.

Accessory buildings shall be set back at least 1 metre (3 feet) from the rear boundary of the lot.

Despite the above, garages may be located as shown in Figure 1.

1.11 **Side setback**

Main buildings shall be set back at least 1.5 metres (5 feet) from the side property line.

On a lot which is not served by a lane or flanking street, one side yard shall be at least 3.0m (10 feet).

Accessory buildings shall be set back at least 1 metre (3 feet) from the side property line.

See also 1.9 above regarding flanking streets.

1.12 **Parking**

Each residence shall have 2 off-street parking stalls.

A suite within a residence shall have one off-street parking stall in addition to the two required above.

Non-residential land uses shall have sufficient parking to the satisfaction of the Development Authority, using the numbers set out in Table 1.

- 7.10 A temporary building or sign, the sole purpose of which is incidental to the erection or alteration of a building, for which a permit has been issued under this bylaw;
- 7.11 A change of use of land or building where the new use is permitted in that land use district and conforms in every way with this bylaw;
- 7.12 New single storey buildings, not on permanent foundation, under 15 square metres (160 sq ft) in size which are accessory to a residential use. These buildings are bound by yard and setback rules.

8. NON-CONFORMING BUILDINGS AND USES

If a building or land use is not allowed in this bylaw, but was legally in existence at the date of passage of this bylaw, it may continue legally as a non-conforming use and be maintained, pursuant to Section 643 of the Act, but it may not be enlarged or replaced except pursuant to Section 11.6 of this bylaw.



9. APPLICATION FOR A DEVELOPMENT PERMIT

- 9.1. An application for a development permit shall be made to the Development Authority in writing on the appropriate form, signed by the owner or his authorized agent, and shall be accompanied by
- 9.1.1. a statement of the former, present, and proposed use of a lot and any buildings on it;
 - 9.1.2. the legal description and municipal address;
 - 9.1.3. a site plan drawn to scale and showing the boundaries of the lot, the locations of existing and proposed buildings, any front, rear, and side yards, any provision for off-street loading and vehicle parking, and access and egress points to the site;
 - 9.1.4. all easements and utilities, and the proposed connections to utilities;
 - 9.1.5. the proposed site grading and drainage;
 - 9.1.6. the estimated commencement and completion dates of any construction;
 - 9.1.7. the estimated cost of the project or contract price; and
 - 9.1.8. the appropriate fee.
- 9.2. The Development Authority may also request
- 9.2.1. details of the proposed finish of the building and the landscaping of the lot;
 - 9.2.2. a real property report drawn by an Alberta Land Surveyor, if there is any doubt as to the boundaries of the lot;
 - 9.2.3. engineering and other reports to prove the safety and suitability of the site for the purpose intended, including a declaration that the site is free from contamination and
 - 9.2.4. a copy of the current title to the lot.

RESTRICTIVE COVENANT

WHEREAS The Village of Bawlf is registered owner of all the lots legally described as follows:

LOTS 12A, 13A, 15A and 16A

all in BLOCK 14

PLAN 0423593

EXCEPTING THEREOUT ALL MINES AND MINERALS

AND WHEREAS Section 71(1) of the Land Titles Act of Alberta provides that an owner may grant to itself a Restrictive Covenant for the benefit of land it owns against lands which it owns and the Restrictive Covenant may be registered under the said Act;

AND WHEREAS it is to the benefit and common advantage of **The Village of Bawlf** and all persons who later acquire title to the lots, to cause this Restrictive Covenant to be made and registered to establish certain minimum standards and obligations which the registered owner shall fulfill.

AND THEREFORE THIS RESTRICTIVE COVENANT WITNESSES THAT:

1. The registered owner hereby creates and will register a Restrictive Covenant on all lands hereby described.
2. No buildings of any kind, other than private residential dwelling houses and appropriate out-buildings, shall be built on any lot. No trade, commerce, manufacture, profession or business of any kind shall be carried on upon any parts of the lot.
3. All building and development upon the said lands shall be in accordance with Schedule "A" attached hereto and made part of this Restrictive Covenant.
4. This Restrictive Covenant and these conditions shall run with and be legally annexed to the said lands and shall extend to, and be binding upon, and enure to the benefit of the undersigned, being the registered owner in fee simple of the said lands, and every undersigned, being the registered owner in fee simple of the said lands, and every purchaser or transferee from the undersigned, their respective heirs, administrators, executors, successors and assigns, respectively, and every person deriving title from them, until such time as this Restrictive Covenant shall be withdrawn, altered or modified by all the owners of the said lands or by Order of the Court.

IN WITNESS WHEREOF the Registered Owner has executed this Restrictive Covenant this 6th day of *October*, 2004.

The Village of Bawlf

Myrna Schramley
(Seal)

SCHEDULE "A"

**NOTE: THESE CONDITIONS ARE IN ADDITION TO ANY MUNICIPAL
BUILDING AND DEVELOPMENT RULES**

1. Construction of the dwelling shall be commenced within 1 year from the date the registration of title to the owners has been effected. In the event owners have not commenced construction within the one year provided, the owner shall immediately at the request of the Village of Bawlf, provide to the said Village, a Transfer of the lands back to Village, free and clear of any and all financial encumbrances. The consideration to be paid for the said Transfer Back shall be the original purchase price paid by the owner to the Village less the sum of \$1,000.00.
2. No more than one private residential dwelling house shall be built on any lot
3. The dwellings must be constructed and may not be a mobile home.
4. No signs, billboards, notices, or advertising shall be placed upon any lot or building except for:
 - For Sale signs
 - Signs identifying address of property, name of owner and/or the property.
5. No building materials, waste, garbage or other material shall be dumped or stored on any lot except for building materials used to erect a building on that lot.
6. An owner may store his or her recreation vehicle on his or her lot, provided it is on a storage pad or driveway and provided it is not being occupied for any consecutive period of more than 7 days while being so stored.

VILLAGE OF BAWLF
Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	November 19, 2014
Originated By:	Tracy M. Stewart-Interim Acting CAO
Title:	5 Year Plan Meeting Review

BACKGROUND/PROPOSAL:

The Bawlf Council held a 5 Year Plan meeting on Wednesday November 12, 2014 where goals for the Village were set.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The following is what Council had agreed upon (in order of priority):

1. Upgrade Water Treatment Plant
2. Replace Underground Water Lines
3. Water Meter Reserves
4. Lagoon Repairs
5. Equipment Purchases

COSTS/SOURCE OF FUNDING (if applicable)

RECOMMENDED ACTION:

That Bawlf Council make a motion to accept as information.