



## **AGENDA**

**Regular Meeting of Council of the Village of Bawlf in the Province of Alberta  
Wednesday, August 19, 2015 – 7:00 pm  
Council Chambers**

**1. CALL TO ORDER**

**2. DELEGATIONS**

Margaret Holliston – CDSS

**3. GENERAL GOVERNMENT**

a) Agenda August 19, 2015

**Motion** to adopt as presented

b) Minutes of the Regular Meeting of Council July 15, 2015

**Motion** to adopt as presented

c) Minutes of the Special Meeting of Council July 28, 2015

**Motion** to adopt as presented

d) Accounts Payable – July 1, 2015 to July 31, 2015

General Cheques 20150237 – 20150267 and Payroll Cheques 20150252-20150276

**Motion** to accept as information

e) Financial Statements – July 2015

**Motion** to accept for information

**4.**

**5. NEW BUSINESS**

a) Fire Services Bylaw Amendment - Recreational Fire Pit Regulations – Fines

b) Village Burn Pile

c) Camrose County Bylaw Services – Sample Contract

**6. STANDING REPORTS**

a) Mayor's Report

b) Interim Acting CAO's Report

c) Public Works/Water-Sewer Report

d) Board Reports:

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

**Motion**

**CORRESPONDENCE**

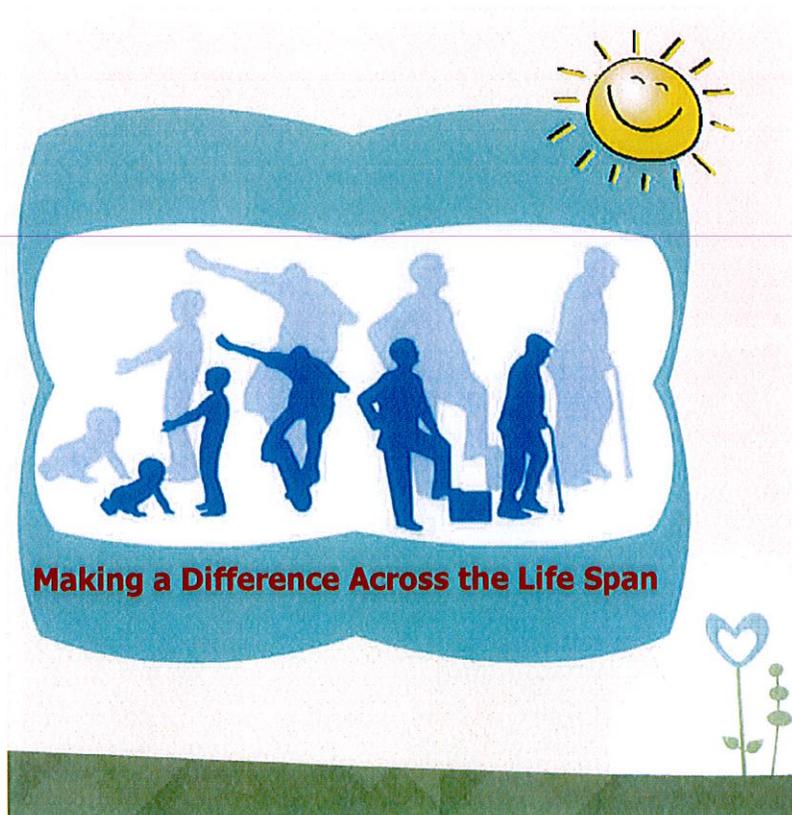
n/a

**7. In Camera**

n/a

**8. ADJOURNMENT**

# Camrose & District Support Services 2014 Annual Report



## Message from the Executive Director - Margaret Holliston

*"Obstacles, of course, are developmentally necessary: they teach kids strategy, patience, critical thinking, resilience and resourcefulness."  
**Naomi Wolf**, author of *The Beauty Myth**

2014 was a hard year for CDSS. Indeed, the past few years have been challenging. It has been quite some time since the provincial FCSS grant increased to adequately reflect our growing population. All over Alberta, FCSS programs like CDSS have been doing more with less. Our mettle (and our patience) has been tested.

2014 was the year CDSS stopped funding The Open Door. CDSS helped establish The Open Door in the early 2000s. We have proudly watched the youth shelter and outreach program grow, somewhat as a parent watches (and helps) a child grow, eventually stepping away as the child achieves independence. Parents never abandon their adult children, however, and I hope the analogy doesn't end there. CDSS will continue going to bat for The Open Door with grant letters and other support as opportunities arise. Still, we did stop funding The Open Door. That was necessary, but it was also hard.

2014 was a year in which all CDSS funded programs struggled to find new grant sources, or fretted over increasing user fees without creating a service barrier for Camrose and area residents. That, too, was hard, even though it did pay off with a little bit of new revenue.

I am very proud of the way in which CDSS program directors have supported one another through these difficult times. They have shown themselves to be resourceful and strategic in piecing together budgets, and also caring and compassionate with one another.

CDSS is also blessed with a board that cares; indeed, all CDSS programs are blessed with caring boards. Our staff, volunteers and community partners have proven themselves to be more valuable than ever over the past few years. Thank you, one and all.

In particular, I am grateful to our municipal partners for stepping up to the plate and providing us with more money than they are required to according to the provincial FCSS Act and Regulation.

For those of you who don't know, FCSS (Family and Community Support Services) is a municipal-provincial partnership whereby the province provides 80% of FCSS funding and municipalities the

other 20%. That formula has gradually shifted in recent years, with

more and more

municipalities providing larger

'over-contributions' in addition to their required matches. When last we checked, the ratio was more like 75% province and 25% municipalities.

Thank you Camrose County, the City of Camrose, and our partner Villages! We know how pressured your Councils have felt regarding their municipal budgets, and we appreciate how you have helped us out while we have waited, patiently, for provincial funding to come through.

In closing I can't help but note that I am writing this reflection well into 2015. It is now May and I see a glimmer of hope on the horizon. CDSS *has* survived these challenging times. We are a resilient bunch, and I am thankful for what we have learned. With the promise of "just a little bit more" FCSS money heading our way, I believe we will achieve amazing things in the years ahead.

The information that follows summarizes the Annual Reports submitted to CDSS by each of our funded programs. The full reports are available upon request.

*Outstanding*  
**municipal**  
**PARTNERS**

## Mission Statement

CDSS is a partnership between the Province and the Participating Municipalities committed to supporting local preventive social initiatives to enhance the well-being of individuals, families and the community.

## Partnering Municipalities

Camrose County; City of Camrose;  
Bawlf; Bittern Lake; Edberg; Ferintosh; Hay Lakes and Rosalind

## Message from the CDSS Board of Directors

It has been my pleasure to serve as Chair of the CDSS Board of Directors since November 2013. Back then, I was the only 'seasoned' director following municipal elections through which the Board welcomed four new representatives. In my opinion, we have all worked very well together this past year, gelling as a Board, both guiding and guided by CDSS administration.

The Board appreciates the information and support we receive from our dedicated administration staff:

- Executive Director Margaret Holliston
- Administrative Assistant Margaret Falk
- Financial Manager Val Okimaw

Along with receiving reports, revising policy, and reviewing budget submissions, a CDSS Board highlight in 2014 was our FCSS funding resolution, which we submitted to the Family and Community Support Services (FCSS) Association of Alberta at our November AGM. There were several other resolutions calling for an increase in the provincial FCSS grant, all worded a little differently and supported by different reasons. FCSSAA members adopted what was probably the least detailed (it was not ours), but pledged to consider all the resolutions when preparing its advocacy campaign for 2015. That felt good. We had contributed to the bigger provincial picture.

Thank you to everyone who worked for and with CDSS in 2014. In particular, I thank my fellow Board members. Your CDSS Board in 2014:

- **Dirk Bannister-Chair, Representing the Villages of Camrose County**
- **Bill Sears-Vice Chair, Representing the City of Camrose**
- **Greg Gillespie, Representing Camrose County**
- **Ken Krause, Representing Camrose County**
- **PJ Stasko, Representing the City of Camrose**



If you have any questions or concerns regarding this report, please feel free to address them to any Board member. Our Board is a Policy making body. Daily operations are left to each group within our CDSS family, whether they are internal or external programs receiving funding or other support from CDSS. As always, CDSS administration is also happy to answer questions regarding program operations.

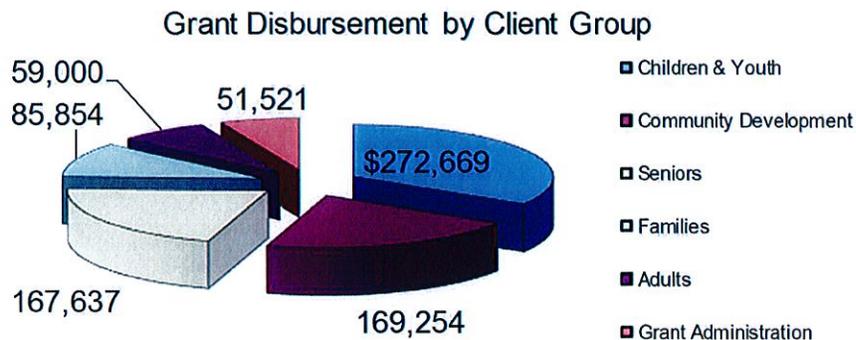
For the Camrose and District Support Services Board  
Dirk Bannister

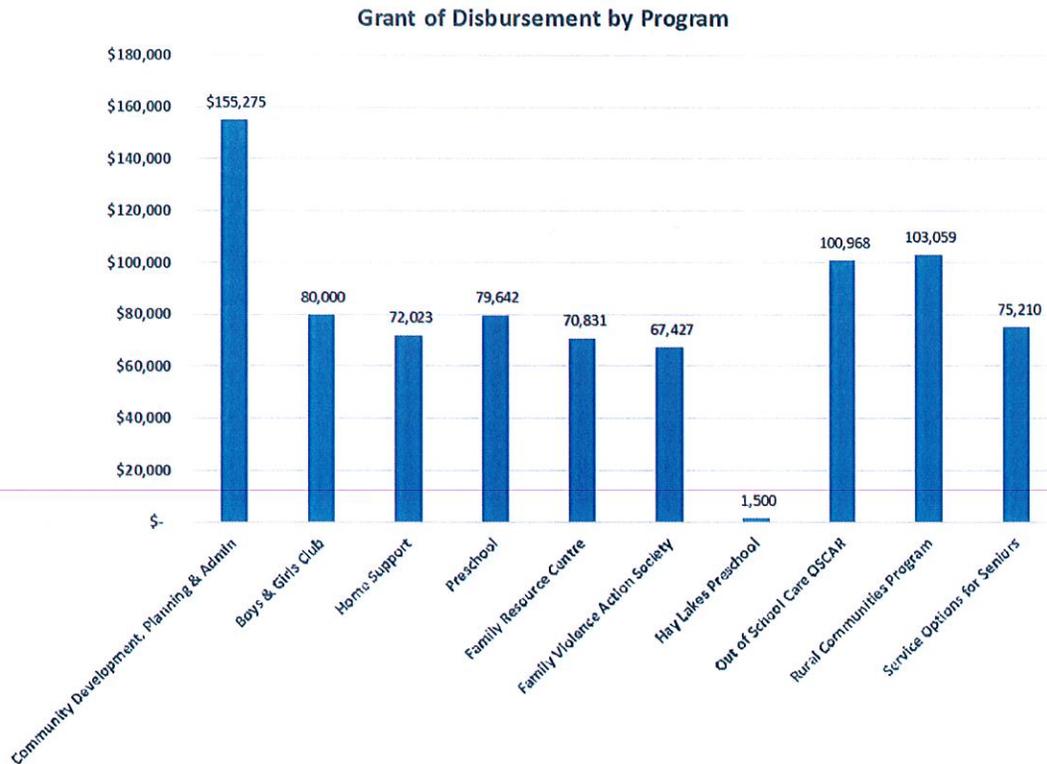
## Making a Difference Through Frugal Money Management

Again in 2014, the CDSS Financial Manager provided us with excellent financial administration, and also took care of all aspects of CDSS Human Resources – from benefits to payroll and all the paperwork that goes along with ensuring that our due diligence is maintained at an impeccable professional level.

Municipality	2014 Provincial (80%)	2014 Municipal (20%)	Municipal Over-contribution	2014 Total
Camrose County	\$ 200,906.00	\$50,226.50	\$25,000	\$ 276,132.50
City of Camrose	\$ 380,545.00	\$95,136.25	\$14,729	\$ 490,412.25
Village of Bawlf	\$ 9,559.75	\$ 2,389.75	-	\$ 11,948.75
Village of Bittern Lake	\$ 5,117.00	\$1,279.25	\$320.75	\$ 6,717.00
Village of Edberg	\$ 3,655.00	\$913.75	\$150	\$ 4,718.75
Village of Ferintosh	\$ 4,386.00	\$1,096.50	\$175.50	\$ 5,658.00
Village of Hay Lakes	\$ 9,503.00	\$2,375.75	-	\$ 11,878.75
Village of Rosalind	\$ 4,873.00	\$1,218.25	\$182.75	\$ 6,274.00
Total	\$ 618,544.00	\$154,636	\$40,558	\$ 813,740.00

## 2014 FCSS Revenue (Provincial and Municipal)





Of course, CDSS programs also raised other revenue to meet their 2014 operating expenses.

- **How did they do this?** By fundraising, applying for other grants, or charging participation fees as necessary.
- **How much was raised?** CDSS programs raised **\$985,592** in non-FCSS revenue to meet 2014 expenses.
- **This is great!** *Except, 2014 was the first time in a long time that non-FCSS revenue fell below \$1 million.*
- **How come?** Things simply got tighter. Last year, non-FCSS revenue was **\$1,115,288**. CDSS still helped fund The Open Door in 2013 and The Open Door raises or brings a lot of other revenue into Camrose. Other CDSS funded programs also had access to a little more revenue in 2013. Things were different in 2014.

## Making a Difference in 2014: A Few Statistics

- **2,500+** people called the CDSS office for information and referral support.
- **7,875** people participated in a CDSS funded program, initiative or event.
- **700+** volunteers gave an estimated **10,750** hours of service. Thank you so much. You know who you are.
- **128+** funders and partners also gave. Again, thank you. You also know who you are.
- **10** CDSS funded programs/services employed **103** full-time, part-time and casual contract staff

## Making A Difference in 2014: Programs and Program Staff

### Administrative Management

- Margaret Holliston, Executive Director
- Margaret Falk, Administrative Assistant
- Val Okimaw, Financial Manager
- Teresa Kroeger & Barbara Benyon, Casual Admin.

### Boys and Girls Club

- Rees James, Executive Director
- Trish James, Program Coordinator
- Kirk Patterson, Senior Program Staff
- Additional Casual Program Staff

### Camrose & District Pre-School

- Maria Lobreau, Program Director
- Patricia Walker, Teacher
- Kelsey Miller, Teacher

### Camrose Family Resource Centre - A Parent Link Centre

- Laurie Jansen, Program Director
- Kari Cameron, Program Manager

### Early Child Program Coordinators (FRC)

- Tannis Gunderson
- Wilme Hilchie
- Kim Kienitz
- Bailey Lassessen
- April McCorquindale
- Kareen Nelson
- Angela Vanouck
- Lorraine Bell (also Roots of Empathy)
- Jennifer Hastings (also Taking Action on Bullying)

### Home Support / Meals on Wheels

- Maria Lobrea, Program Director

### Home Support Aides

- June Johns
- Karen Johnson
- Nancy Snook
- Pearl Steil
- Lorraine Williams

### **Family Violence Action Society: Camrose & District**

Sheralyn Dobos, Program Director

#### **Program Staff (Casual contract)**

- Bonnie Arrends
- Shauna Bowman
- Linda Cherry
- Mona Lamoureux
- Cathy MacInnis
- Elsy MacInnis
- Rod MacInnis
- Betty Stewart Miller
- Deedre Volk
- Rhiannon Wegenast
- Pamela Woodman

### **Hay Lakes Play School**

- Jane Smith, Teacher

### **OSCAR Out-Of School Care**

Kandace Bonney, Program Director

#### **Program Staff (Casual contract):**

- Christine Barrameda
- Mercy Boaman
- Amanda Booth
- Barbara Benyon
- Britney Bryks,
- Ryley Corcoran
- Connie Crump
- Samantha Derasp
- Sandy Dixon
- Carlee Dobos
- Timothy Faltin
- Kimberley Fischbach,
- Charlotte Fontaine
- Sydney Hall
- Lynne Harrison
- Kelsey Hupka
- Cindy Huppie
- Bill Kellett
- Robin Kerr
- Janelle King
- Victoria Koenig
- Roxanna Inman
- Sherri Langford
- Kelsey Mailer,
- Andrea Mammel
- Terri McCausland
- Laura McKay
- Nathalie Mueller
- Erica Nayback
- Taylor Nelson
- Kayley Prefontaine
- Stephanie Reimer
- Amanda Remosoff
- Jessica Robley
- Baylea Ross
- Tara Salt
- Mandell St. Germain
- Amy Schumaker
- Marie Skinner
- Monika Thygeson
- Ashley Wolbeck
- Cora van Zandbegen
- Jaclyn Vikse

### **Prairie Central FASD Network Association (external admin contract)**

- Stacey Graff, Network Coordinator
- Amber Bell, Assessment & Diagnosis
- Amanda Lindholm, Education Outreach Assistant

### **Rural Communities Program**

- Clarence Hastings, Program Director
- Coral Grundberg, Summer in the Park
- Natalie Mueller, Summer in the Park

### **Service Options for Seniors**

- Donna Coombs, Executive Director
- Kara Wilcox, Administrative Assistant
- Chris Coombs, Casual Support
- Jenny Coombs, Casual Support



## Making a Difference in 2014: Outcome Highlights

CDSS programs and services made a difference in so many ways in 2014. The report below highlights some of the achievements, arranged according to the seven provincial outcomes contained in the FCSS Outcomes Model.

### Children and youth develop positively.

- 100% of 131 Boys and Girls Club members aged 6 to 12 reported feeling safer as a result of participating in the Kid Way after school program; 96% reported feeling more connected with others.
- 100% of 6 parents who completed a Family Violence Action Society reported that FVAS counselling helped their children more effectively communicate their needs and use healthy strategies to manage stress.
- 100% of 18 OSCAR parents who completed the survey reported that OSCAR's safe and caring environment helped their children develop inter-personal competencies like empathy, sensitivity and friendship skills.
- 100% of 46 Pre-School parents who completed the survey reported that Pre-School helped their children develop key assets, including commitment to learning (trying new things), service to others (playing well with peers), responsibility (carrying out simple tasks or following directions) and self-regulation.
- 100% of 52 rural Summer in the Park participants who completed the survey felt supported by an older mentor (SITP staff); 60% reported enhanced skills dealing with peer conflict.



### Individuals (adults) experience personal well-being.

- 100% of 71 Family Violence Action Society clients (individual and group counselling) who completed the survey reported learning effective communication skills, with 90% practicing healthy strategies to manage stress. In addition, 90% of 59 group participants reported gaining a better understanding of how they can contribute to healthy relationships.
- 100% of 37 Home Support/Meals on Wheels clients who completed the survey reported an enhanced capacity to meet or have their needs met. All but one said they "feel a greater sense of independence" because of the program.
- 100% of OSCAR parents who completed the survey felt supported by OSCAR affordability, which is enhanced by the provincial subsidy (45 families accessed the subsidy in 2014).

- 100% of 2,152 Service Options for Seniors clients who received assistance completing forms agreed that the program helped them access seniors benefits. Most of those who attended SOS presentations learned something new to assist them with their daily living.
- 76% of 49 Celebrating Seniors Day participants who completed the survey reported that the day gave them ideas on how to embrace life with humour and optimism; 86% learned ways to enhance their well-being overall.
- 89% of people who attended an Elders in Care panel presentation on facility-based services for seniors felt their ability to plan ahead to have their needs met was enhanced by the information shared.

### **Individuals (adults) are connected with others.**

- 100% of 37 Home Support/Meals on Wheels clients who completed the survey agreed that they can rely on the social support provided by the program through their connection with the program.
- 93% of 88 people who attended an Elders in Care panel presentation on facility-based services for seniors agreed that they learned about available supports, including more about where to go to get help.
- 80% of 49 Celebrating Seniors Day participants who completed the survey agreed that the day gave them ideas on how to enhance their community connections.
- 100% of 23 rural volunteers who completed the survey reported that they felt more connected with their community and that they have noticed more people in their communities who are willing to help out.



### **Families are supported socially.**

- 94% 129 Family Resource Centre (A Parent Link Centre) parents who completed the survey reported that the Centre helped to decrease isolation for them as parents.

### **Families experience healthy functioning.**

- 94% of 129 Family Resource Centre parents who completed the survey reported an increase in knowledge about their child's development milestones; 92% reported increased access to parenting resources, with slightly over half agreeing they had benefitted from an increase in Family Supports counselling in particular.

### **Community social issues are identified and addressed:**

- 89% of 115 people who attended a Camrose Family Violence Response Council public presentation agreed that the presentation helped them become more aware of the impact of family violence in our community.
- 100% of the 61 agency representatives who attended training and networking coordinated by the Family Violence Response Council agreed that the training helped them more effectively address family violence.
- All 9 of 16 Family Violence Response Council members who completed a member survey agreed that the Council's collaborative efforts improved their working relationships with other agencies, enhanced our community's capacity to identify needs regarding family violence, and facilitated a more effective use of collective resources to respond to those needs.



### **The community itself is engaged and connected:**

- All 23 rural volunteers who helped with a local initiative and completed the survey reported that they felt more connected to their community and also have noticed more people willing to help their neighbours.

## **A selection of Comments to Complete the Picture**

### **From parents of Kid Way members (Boys and Girls Club):**

*I love how much more active my daughter is due to the program. She has made lots of good friends quickly, being new to town... (The Club) gives them a safe place to go after school that I trust. They share what they have learned with me at home... Kid Way gives my children a place to feel loved and cared about.*

### **From a Family Violence Action Society Anger Management participant:**

*I went to my child's school to discuss an incident that I was very concerned about...If I had not taken Anger Management, I'm sure I would have left the school in handcuffs. However, this time I was able to use the skills I learned in the group to handle the situation in a calm and rational manner.*

### **From a Family Violence Action Society Choices (for women) participant:**

*I started Choices feeling totally weak and incomplete. This program has helped me gain courage, clarity and strength to deal with the challenges that come my way. The group has had a huge positive effect on my three teen and pre-teen children because they see me functioning in a much healthier way.*

**From several Home Support clients:**

*I enjoy a good relationship with my homemaker, share books and short visits with her. I look forward to her coming. Thank you....My homemaker is my life support...This service not only gave me my dignity (and) self-assurance but someone who cares...I have been independent all my life and wish to stay in my own home. A homemaker makes this possible for me*

**From a Meals on Wheels client:**

*It is delightful having volunteers, sometimes they are the only people I see due to illness. Their humour, thoughtfulness put a smile on my face. Knowing they will be here no matter the weather, gives me a purpose to get out of bed. I am a new diabetic; the meals help keep me stabilized. Without volunteers life would be so difficult. I'd probably starve. It is demanding work they do delivering meals. They should get a medal of honour.*

**From the Pre-School Teachers, regarding acceptance:**

*There is a boy in our 4-year old class who does not speak very often in class, yet he understands everything, plays with other children very well and follows direction during class. (We observed) a parent comment that this boy did not speak much at all. One of our other students explained to the parent that the boy just does not talk much and that is just the way he is. It was very matter of fact; it implied that there was nothing wrong with the fact he did not speak much and it displayed an acceptance of others within the classroom..... **The teachers also shared a wonderful story about empathy**, concluding "when peers are able to help their peers the impact of the experience is positive on the entire classroom".*

**From the Rural Community Program's regional approach to men's mental health initiatives:**

*The Camrose Men's Conference planning committee held a focus group with participants and partnering organizations to further explore options regarding men's wellness on an on-going basis. Through the work of a steering committee, a partnership with a University of Manitoba research team has been forged and implementation of a new toolkit for establishing a Men's Shed in Camrose has been undertaken: 1 of 4 Men's Shed communities in Canada.*



## **Making A Difference in 2014: Helping to Build Stronger Communities**

CDSS devotes countless hours working with others to build strong communities. Below are some highlights showing the difference collective impact can make.

### **Camrose and Area Early Child Development Coalition:**

Although provincial seed money to support community coalitions ceased at the end of 2013, the Family Resource Centre/Parent Link Centre continued to provide coordination support to this group of ECD practitioners throughout 2014. CDSS Pre-School and the CDSS Rural Community Program also contributed to such Coalition activities as a fall family corn maze event and a spring kindergarten readiness fair.

Towards the end of 2014, the province announced its intention to reinstate Coalition funding as part of a second five-year Early Child Development Mapping initiative intended to enhance and assess kindergarten readiness across the province according to the five developmental pillars:

- Physical health and well-being
- Social competence
- Emotional maturity
- Language and cognitive development
- Communication skills and general knowledge (cultural literacy)



### **Camrose Family Violence Response Council:**

The CDSS Family Violence Action Society coordinates this active council of agencies and individuals working together to identify and address family violence and other forms of abuse in Camrose and area: Activity highlights for 2014:

- Eighteen workshops on such topics as elder abuse, bullying in sports, sexual violence, youth engagement and healthy/unhealthy relationships
- Update and distribution of *A Camrose Community Approach to Family Violence*

Four awareness events:

- Proclamation of Family Violence Prevention Month with newspaper articles
- Black and Blue Public Awareness Campaign in partnership with Camrose Minor Hockey
- Red Silhouette Awareness Campaign in partnership with 25 business/community locations
- Red Silhouette themed tree at the Festival of Trees
- Take No Bull fundraising challenge. Winner Lynne Kennedy raised the most money and got to ride the brahma steer in August's Big Valley Jamboree parade.

### **Camrose Interagency/Interagency Newsletter:**

CDSS chairs and is secretary to Camrose Interagency, which meets four times a year. In between meetings, the CDSS Administrative Assistant produces and distributes a monthly newsletter to an email list of well over 100 contacts, all confirmed last summer in conjunction with the federal government's new anti-spam legislation. Monthly Newsletters can be found at [www.camrosefcss.ca](http://www.camrosefcss.ca). In 2014, Interagency meetings featured presentations by

- Drug Awareness - Detective Ferguson & Constable Wilton, Camrose Police Service
- Jumpstart Program (Canadian Tire) – Glenn McLean, Regional Manager, Western Canada
- Alcoholics Anonymous – Pat Long and Rob Kelly, Public Information Committee reps
- Update on The Open Door (focus on shelter) – Randal Nickel, Executive Director

### **Camrose Seniors Coalition:**

CDSS provides secretarial support to Camrose Seniors Coalition, which is co-chaired by Donna Coombs (SOS Program) and Maria Lobreau (CDSS Home Support).

Activity highlights in 2014 include:

- Monthly Seniors Chat columns published in *The Camrose Booster*
- Seniors Week Proclamation in June
- Celebrating Seniors Day in November
- Elders in Care initiative

### **Canada World Youth – Women's Safety Audit:**

Around Thanksgiving, 18 Canada World Youth participants arrived in Camrose for two months of volunteering. Among other things, CDSS supported a CWY Women's Safety Audit, including a youth-led presentation to City Council in December.

*What did we learn?* Most women of all ages experience Camrose as generally but not universally safe. Women still encounter discomfort in some places, especially at night, in ways that most men likely do not. We also learned that many men are open to learning about women's experiences of safety in public places. And, we were reminded that youth leadership is an asset in all communities.

**Social Development Committee, a committee of Camrose City Council.** CDSS chairs and provides secretarial support to the Social Development Committee. Activity in 2014 highlights:

- **Poverty Reduction Research project conducted by contract researcher Karlie Hanoski who:**
  - interviewed 41 individuals representing diverse backgrounds/agencies
  - found that the local poverty rate of 11% is higher than the provincial rate.
  - identified 3 priorities: transportation, affordable housing and child care
  - presented to Council in June included some 'do-able' solutions for municipalities



- **Child Care Research project conducted by Augustana Community Service Learning student Heather Casselman who found that:**
  - child care is still an issue of gender equity
  - of the six licensed services in Camrose, most had wait lists
  - child care is expensive; monthly costs range from \$850 full-time infant care to \$675 full-time toddler care
  - most parents use non-licensed care – for convenience, affordability, and availability
  - fewer than 15% of parents use the provincial subsidy – they were unaware of the subsidy, or make over \$50,000 family income, or use non-licensed care

**Community Registration Night:** CDSS and the Family Violence Action Society both serve on the CRN organizing committee which is housed with Camrose Adult Learning Council. In 2014, well over 1000 people visited about 65 displays to sign up for various activities. Community Registration Night is an annual event that happens the first Thursday in September.

**Information and Referral:** All CDSS staff support the CDSS Administrative Assistant, who has primary responsibility for providing:

- comprehensive information and supportive referral support to the 50+ people who call CDSS each week for help with a wide range of issues and concerns.
- annually updating the *CDSS Help Book*, which lists over 300 human services and is delivered to each household as an insert in *The Camrose Canadian* every February. CDSS also distributes another 3,000 copies of the *Help Book*, assisted by partner agencies, throughout the year.
- maintaining the *CDSS Website* [www.camrosefcss.ca](http://www.camrosefcss.ca) and *Facebook page* (just google!)
- promoting volunteerism, mainly via the CDSS website or through info and referral services



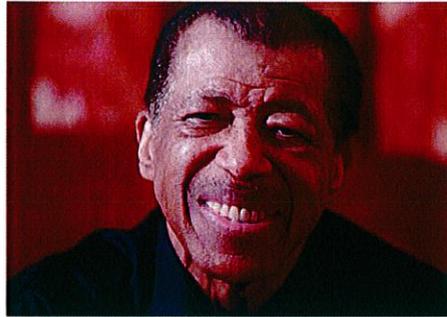
**Men at Risk; Men's Conference; Men's Shed Project:** The Rural Community Program Director participates in or coordinates these community-based initiatives that address men's mental health and well-being. Fifty-four men attended the conference in 2014. A subsequent focus group launched the Men's Shed in lieu of a 2015 conference.

**Walkable Camrose:** CDSS is a member of Walkable Camrose, a community group operating under the leadership of Alberta Health Services Health Promotion to work with the City and other partners promoting a culture of safe walking in Camrose. In addition to enhancing physical health, walking helps connect people within and between neighbourhoods, and promotes community safety overall.

**FCSSAA and FCSS Directors Network:** Finally, at the regional and the provincial level, CDSS participates in the FCSSAA (Family and Community Services Association of Alberta) and the FCSS Directors Network. In 2014, CDSS hosted the East Central Regional FCSSAA Spring gathering in May and submitted a resolution to the November Annual General Meeting asking the FCSSAA board to advocate for an increase in the provincial FCSS grant.

## This year, the last word goes to **Ben E. King**

(September 28, 1938 – April 30, 2015)



**Ben E. King passed away as we were compiling all of our various program reports from 2014 into this one global report. Perhaps his most famous and most loved song is *Stand By Me*.**

**This song goes out to our municipal partners, who stood by CDSS again this year, giving us 'just a little bit more' in terms of some generous over-contributions.**

**Perhaps next year we will confidently borrow from Bob Dylan's *The Times They Are a Changin'*.**

**Until then, as CDSS stands by our community through thick and through thin, thanks to our municipal Councils - indeed, thanks to all of our funders, partners, volunteers and boards – for standing by us.**

When the night has come  
And the land is dark  
And the moon is the only light we'll see  
No, I won't be afraid  
Oh, I won't be afraid  
Just as long as you stand, stand by me

And darling, darling  
Stand by me, oh stand by me  
Oh stand now, stand by me  
Stand by me

If the sky, that we look upon  
Should tumble and fall  
And the mountain should crumble to the sea  
I won't cry, I won't cry  
No, I won't shed a tear  
Just as long as you stand, stand by me

And darling, darling  
Stand by me, oh stand by me  
Oh stand now, stand by me  
Stand by me

Songwriters: KING, BEN / LEIBER, JERRY / STOLLER, MIKE

Published by: Lyrics © Sony/ATV Music Publishing LLC, IMAGEM U.S. LLC, BELINDA ABERBACH STEVENSON AGAR REVOCABLE TRUST



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

In the Province of Alberta held on  
Wednesday July 15, 2015 at 7:00 p.m.  
In the Bawlf Village Office

**PRESENT:**

Mayor J. Tessari  
Deputy Mayor L. Thompson  
Councillor R. Mohan  
Councillor B. Wells  
Acting CAO T. M. Stewart

**1. CALL TO ORDER**

Mayor J. Tessari called the meeting to order at 7:02 pm.

**2. DELEGATIONS**

Dennis Johnson – Coldwell Banker

**3. GENERAL GOVERNMENT**

a) *AGENDA*

**Motion 89/15 Moved by** Councillor Mohan to adopt the agenda as presented.

**CARRIED**

b) *MINUTES OF THE REGULAR MEETING OF COUNCIL MAY 20, 2015*

**Motion 90/15 Moved by** Deputy Mayor Thompson to adopt the Minutes of the Regular Meeting of Council May 20, 2015.

**CARRIED**

c) *MINUTES OF THE SPECIAL MEETING OF COUNCIL MAY 27, 2015*

**Motion 91/15 Moved by** Councillor Mohan to adopt the Minutes of the Special Meeting of Council May 27, 2015.

**CARRIED**

d) *MINUTES OF THE SPECIAL MEETING OF COUNCIL JUNE 4, 2015*

**Motion 92/15 Moved by** Mayor Tessari to adopt the Minutes of the Special Meeting of Council June 4, 2015.

**CARRIED**

e) *ACCOUNTS PAYABLE – MAY 1, 2015 TO JUNE 30, 2015*

*GENERAL CHEQUES 20150152-20150229 AND PAYROLL CHEQUES 20150173-20150236*

**Motion 93/15 Moved by** Councillor Wells to accept the Accounts Payable register for May 1 to June 30, 2015, General Cheques, as information.

**CARRIED**

f) *FINANCIAL STATEMENTS – MAY 31, 2015 and JUNE 30, 2015*

**Motion 94/15 Moved by** Mayor Tessari to accept the financial statements for May 31, 2015 and June 30, 2015 as information.

**CARRIED**

#### 4. NEW BUSINESS

a) *SALE OF VILLAGE VACANT LOTS*

**Motion 95/15 Moved By** Deputy Mayor Thompson to remain using the services of Dennis Johnson and Coldwell Banker as the Village Realtor for selling the remaining Village vacant lots and to sign the Amendment Agreement to extend the agreement for another year to July 2016. **CARRIED**

b) *HONORARY ANNUAL CONTRIBUTION TO BAWLF COUNTRY STORE*

**Motion 96/15 Moved by** Deputy Mayor Thompson to issue a cheque to the Bawlf Country Store in the amount of \$304.50 which is 10% of the 2014 campground revenue. **CARRIED**

c) *NEW CDSS VILLAGE REPRESENTATIVE*

**Motion 97/15 Moved by** Deputy Mayor Thompson to appoint Tonya Ratushniak to complete the current term as the Villages Representative on the CDSS Board of Directors, which ends November 15, 2015, and also to appoint Tonya Ratushniak to serve a full (first) term on the CDSS Board of Directors effective November 15, 2015. **CARRIED**

d) *OUTSTANDING UTILITY ACCOUNT – LOT 14A, BLOCK 14, PLAN 0423593*

**Motion 98/15 Moved by** Mayor Tessari to direct Administration to write off the outstanding utility account at Lot 14A, Block 14, Plan 0423593, in the amount of \$342.00 and close the account thereafter. **CARRIED**

e) *RURAL CRIMEWATCH SIGNAGE*

**Motion 99/15 Moved by** Deputy Mayor Thompson to direct Administration to order three (3) 24x24 reflective signs at a cost of \$41.80 each, to be installed at all 3 entrances coming into the Village. **CARRIED**

f) *ALBERTA ANIMAL SERVICES – TERMINATION OF CONTRACT*

**Motion 100/15 Moved by** Deputy Mayor Thompson to direct Administration to research what Camrose County has to offer for bylaw services in the Village. **CARRIED**

g) *BY-ELECTION DATE/SCHEDULE*

**Motion 101/15 Moved by** Mayor Tessari that Bawlf Council approve September 15, 2015 as the Election Day for the Village of Bawlf By-Election with the understanding that the Returning Officer will follow the required advertising timelines for Nomination Day, the Advanced Poll and Election Day. **CARRIED**

#### 4. STANDING REPORTS

a) MAYOR'S REPORT

b) ACTING CAO'S REPORT

c) PUBLIC WORKS REPORT

d) Board Reports:

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

**Motion 102/15 Moved By** Councillor Mohan to accept the Standing Reports for July.

**5. CORRESPONDENCE**

- Parkland Regional Library Newsletter
- 2015 ARPA Conference & Energize Workshop
- Giving Back Newsletter
- Muscular Dystrophy Canada Fire Department Donation Letter
- The Current Newsletter
- CDSS Minutes

**Motion 103/15 Moved** By Deputy Mayor Thompson to accept the correspondence for information. **CARRIED**

Councillor Mohan requested a short break at 8:29.  
Back in session at 8:37.

**6. In Camera**

**Motion 104/15 Moved By** Mayor Tessari to go "in camera" at 8:37 pm.

**Motion 105/15 Moved By** Mayor Tessari to come out of "in camera" at 9:24 pm.

**7. ADJOURNMENT**

Meeting was adjourned at 9:24 pm.

\_\_\_\_\_  
MAYOR- JOHN TESSARI

\_\_\_\_\_  
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 July 28, 2015 at 5:30 p.m.  
In the Bawlf Village Office

**PRESENT:**

Mayor John Tessari  
Deputy Mayor Leonard R. Thompson  
Councillor Ryan Mohan  
Acting CAO Tracy M. Stewart

**Regrets:**

Councillor Wells

**1. CALL TO ORDER**

Mayor Tessari called the meeting to order at 5:32 pm.

**2. GENERAL GOVERNMENT**

a) *AGENDA*

**MOTION 106/13 Moved By** Mayor Tessari to accept the Agenda as presented.

**CARRIED**

**3. NEW BUSINESS**

a) *APPOINT TANYA BERGQUIST AS RETURNING OFFICER*

**Motion 107/13 Moved By** Deputy Mayor Thompson to appoint Tanya Bergquist as Returning Officer for the September 15, 2015 By-election

**CARRIED**

b) *APPOINT JODY YUHA AS DEPUTY RETURNING OFFICER*

**Motion 108/13 Moved By** Councillor Mohan to appoint Jody Yuha as Deputy Returning Officer for the September 15, 2015 By-election.

**CARRIED**

**4. ADJOURNMENT**

The meeting adjourned at 5:33pm.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
ACTING CAO

# VILLAGE OF BAWLF

## Cheque Listing For Council

2015-Aug-10  
2:53:39PM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20150237	2015-07-15	ALBERTA ANIMAL SERVICES	11508	PAYMENT JUNE REGULAR PATROLS	339.75	339.75
20150238	2015-07-15	ANKERTON GAS CO-OP	1258053 1258425 1258528 1258543 1258548	PAYMENT RURAL PUMP HOUSE NATURAL FIRE HALL NATURAL GAS LIFT STATION NATURAL GAS WATER HOUSE NATURAL GAS OFFICE NATURAL GAS	28.46 51.65 26.61 46.55 34.02	187.29
20150239	2015-07-15	BAWLF COUNTRY STORE	JUNE2015	PAYMENT WATER, CREAMER, GARBAGE B	114.45	114.45
20150240	2015-07-15	CAMROSE BOOSTER	2945	PAYMENT 2 CANADA FLAGS	104.64	104.64
20150241	2015-07-15	CLARK, LORNA	JUNE 2015 MAY 2015	PAYMENT CLEANING JUNE 2015 CLEANING MAY 2015	120.00 150.00	270.00
20150242	2015-07-15	COUNTY ENVIRO PICKUP	4170	PAYMENT GARBAGE AND RECYCLING	2,536.63	2,536.63
20150243	2015-07-15	ELECTRO TEL	100786 100788 100789	PAYMENT MONTHLY MAINT BASE CHARGE MONTHLY MAINT BASE CHARGE COPIER METER USAGE COLOR	157.50 252.00 95.17	504.67
20150244	2015-07-15	EPCOR	JULY2015	PAYMENT ELECTRICITY - CURLING RINK	197.33	197.33
20150245	2015-07-15	FOSSEN, EINAR	JUNE2015	PAYMENT WATER SAMPLING	1,578.80	1,578.80
20150246	2015-07-15	PITNEYWORKS	JULY2015	PAYMENT POSTAGE METER RENT JULY-O	56.54	56.54
20150247	2015-07-15	RECEIVER GENERAL	JUNE2015	PAYMENT SOURCE DEDUCTIONS JUNE 20	4,152.40	4,152.40
20150248	2015-07-15	STERLING WATER CONDITIONING LTD.	16227	PAYMENT 12 PAILS CHLORING	504.00	504.00
20150249	2015-07-15	TELUS COMMUNICATIONS INC.	JULY2015 JULY2105-2174	PAYMENT PHONE JULY 2015 373-2174 PHONE	524.51 91.90	616.41
20150250	2015-07-15	UFA	300821725 94907260	PAYMENT VALVE FOR OFFICE HOSE CARDLOCK INVOICE	12.05 791.46	803.51
20150251	2015-07-15	WINDWOODGROUP	15061202 15061802	PAYMENT POSTS FOR SIGNS SIGNS FOR CAMPGROUND	299.25 216.93	516.18
20150258	2015-07-15	AMSC, (ALBERTA MUNICIPAL SERVICES CORP)	15-1008445	PAYMENT ELECTRICITY	2,872.15	2,872.15
20150259	2015-07-28	AMSC INSURANCE SERVICES LTD.	AUGUST2015	PAYMENT AUGUST COVERAGE	537.40	537.40
20150260	2015-07-28	BAWLF COUNTRY STORE	2014CAMPING	PAYMENT 10% OF 2014 CAMPGROUND RE	304.50	304.50
20150261	2015-07-28	BERGQUIST, TANYA	JULY2014PETT	PAYMENT PETTY CASH TO DATE	437.40	437.40

# VILLAGE OF BAWLF

## Cheque Listing For Council

2015-Aug-10  
2:53:39PM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20150262	2015-07-28	CAMROSE COUNTY		PAYMENT		1,751.07
			20151235	CHEMICAL/LABOUR SPRAY IN V	542.07	
			20151238	FIRE DISPATCH	1,209.00	
20150263	2015-07-28	CAMROSE DYNAMIC		PAYMENT		159.19
			28302	STRAP FOR WEEDEATER	48.29	
			712A	WEEDEATER REPAIRS	110.90	
20150264	2015-07-28	CARILLION CANADA INC.		PAYMENT		5,265.75
			2070	DUST CONTROL	5,265.75	
20150265	2015-07-28	D&G DISTRIBUTORS		PAYMENT		1,295.18
			0063074	GRASSHOPPER 722D2 REPAIRS	1,295.18	
20150266	2015-07-28	MUNIWARE		PAYMENT		302.26
			20150824	SUPPORT AUGUST	302.26	
20150267	2015-07-28	STERLING WATER CONDITIONING LTD.		PAYMENT		588.00
			16261	14 PAILS CHLORINE	588.00	

**Total 25,995.50**

\*\*\* End of Report \*\*\*

# VILLAGE OF BAWLF

## Cheque Listing For Council

2015-Aug-10  
2:55:34PM

<b>Cheque #</b>	<b>Cheque Date</b>	<b>Vendor Name</b>	<b>Invoice #</b>	<b>Invoice Description</b>	<b>Invoice Amount</b>	<b>Cheque Amount</b>
20150252	2015-07-15					2,372.39
20150253	2015-07-15					612.70
20150254	2015-07-15					307.60
20150255	2015-07-15					1,528.66
20150256	2015-07-15					905.26
20150257	2015-07-15					762.81
20150268	2015-07-31					2,517.44
20150269	2015-07-31					486.37
20150270	2015-07-31					1,618.31
20150271	2015-07-31					470.00
20150272	2015-07-31					350.00
20150273	2015-07-31					350.00
20150274	2015-07-31					190.00
20150275	2015-07-31					732.29
20150276	2015-07-31					658.82

**Total 13,862.65**

\*\*\* End of Report \*\*\*

# VILLAGE OF BAWLF

## REVENUE/EXPENSE REPORT

General Ledger	Description	July 2015 Actual	2015 YTD Actual	2015 Budget	2015 Budget Remaining \$
<b>TAX REVENUE</b>					
1-00-110	TAXES - RESIDENTIAL	(1,038.00)	(303,903.76)	0.00	303,903.76
1-00-111	TAXES - RESIDENTIAL VACANT	0.00	0.00	0.00	0.00
1-00-112	TAXES - COMMERCIAL	0.00	(30,253.64)	0.00	30,253.64
1-00-113	TAXES - COMMERCIAL VACANT	0.00	0.00	0.00	0.00
1-00-114	TAXES - INDUSTRIAL	0.00	0.00	0.00	0.00
1-00-115	TAXES - AGRICULTURE	0.00	0.00	0.00	0.00
1-00-116	GRANTS IN LIEU	0.00	(5,236.84)	0.00	5,236.84
1-00-120	ASFF SCHOOL REQUISITION	0.00	0.00	(80,591.22)	(80,591.22)
1-00-190	TAXES - LINEAR	0.00	(3,547.58)	0.00	3,547.58
1-00-240	GRANTS IN LIEU	0.00	0.00	0.00	0.00
1-00-510	PENALTIES & COSTS ON TAXES	0.00	(4,992.02)	(7,000.00)	(2,007.98)
*	<b>TOTAL TAX REVENUE</b>	<b>(1,038.00)</b>	<b>(347,933.84)</b>	<b>(87,591.22)</b>	<b>260,342.62</b>
<b>INVESTMENT REVENUE</b>					
1-00-550	RETURN ON INVESTMENTS	0.00	(135.47)	(200.00)	(64.53)
*	<b>TOTAL INVESTMENT REVENUE</b>	<b>0.00</b>	<b>(135.47)</b>	<b>(200.00)</b>	<b>(64.53)</b>
<b>GENERAL REVENUE</b>					
1-12-410	SALE OF SERVICES	(1,585.34)	(1,765.34)	(1,700.00)	65.34
1-12-590	INSURANCE RECOVERY	0.00	(131.65)	0.00	131.65
1-12-595	LIBRARY BOARD UTILITY RECOVERY	0.00	0.00	(1,100.00)	(1,100.00)
1-12-741	MISCELLANEOUS FEES	0.00	0.00	0.00	0.00
*	<b>TOTAL GENERAL REVENUE</b>	<b>(1,585.34)</b>	<b>(1,896.99)</b>	<b>(2,800.00)</b>	<b>(903.01)</b>
<b>GRANTS</b>					
1-12-730	FEDERAL UNCONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-12-740	PROVINCIAL UNCONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-12-830	FEDERAL UNCONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-12-840	PROVINCIAL CONDITIONAL GRANTS	0.00	(273,960.00)	(34,577.00)	239,383.00
1-12-850	COUNTY CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
*	<b>TOTAL GRANTS</b>	<b>0.00</b>	<b>(273,960.00)</b>	<b>(34,577.00)</b>	<b>239,383.00</b>

# VILLAGE OF BAWLW

## REVENUE/EXPENSE REPORT

General Ledger	Description	July 2015 Actual	2015 YTD Actual	2015 Budget	2015 Budget Remaining \$
<b>FIRE REVENUE</b>					
1-23-110	SPECIAL TAX - FIRE	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)
1-23-411	MOTOR VEHICLE ACCIDENT FEES CHARGED	0.00	0.00	(1,000.00)	(1,000.00)
1-23-412	MUTUAL AIDE PROVIDED	0.00	0.00	(500.00)	(500.00)
1-23-430	FIRE EXPENSES RECOVERED	0.00	(3,952.22)	(3,400.00)	552.22
1-23-530	FIRE EXPENSES RECOVERED	0.00	0.00	0.00	0.00
1-23-570	FIRE DEPARTMENT DONATIONS	0.00	0.00	0.00	0.00
1-23-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-23-850	COUNTY GRANT - SHARED SERVICE	0.00	(7,650.00)	(9,625.00)	(1,975.00)
1-23-851	FIRE TRAINING - SHARED	0.00	(1,000.00)	(1,000.00)	0.00
1-23-852	PAGER MAINTENANCE - SHARED	0.00	(500.00)	(500.00)	0.00
1-23-853	FIREFIGHTER INSURANCE - SHARED	0.00	0.00	(102.00)	(102.00)
1-23-854	PROTECTIVE EQUIPMENT - SHARED	0.00	0.00	(2,000.00)	(2,000.00)
1-23-855	COUNTY OWNED TRUCK	0.00	0.00	(1,000.00)	(1,000.00)
1-23-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
1-23-921	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
1-23-940	TRANSFER FROM CAPITAL RESERVES	0.00	0.00	0.00	0.00
*	<b>TOTAL FIRE REVENUE</b>	<b>0.00</b>	<b>(13,102.22)</b>	<b>(23,127.00)</b>	<b>(10,024.78)</b>
<b>BYLAW REVENUE</b>					
1-26-525	DOG LICENSES	0.00	(1,600.00)	(2,100.00)	(500.00)
1-26-530	BYLAW FINES	0.00	0.00	(200.00)	(200.00)
1-26-845	PROVINCIAL GRANT OPERATING	0.00	0.00	0.00	0.00
*	<b>TOTAL BYLAW REVENUE</b>	<b>0.00</b>	<b>(1,600.00)</b>	<b>(2,300.00)</b>	<b>(700.00)</b>
<b>ROADS &amp; STREETS</b>					
1-32-110	SPECIAL TAX - STREET IMPROVEMENT	0.00	0.00	0.00	0.00
1-32-410	SALE OF GOODS & SERVICES	0.00	(200.00)	(500.00)	(300.00)
1-32-590	FRANCHISE FEES FORTIS	(459.16)	(3,390.92)	(5,500.00)	(2,109.08)
1-32-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-32-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-32-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
1-37-840	PROVINCIAL CAPITAL GRANT	0.00	0.00	0.00	0.00
*	<b>TOTAL ROADS &amp; STREETS</b>	<b>(459.16)</b>	<b>(3,590.92)</b>	<b>(6,000.00)</b>	<b>(2,409.08)</b>

# VILLAGE OF BAWLFW

## REVENUE/EXPENSE REPORT

General Ledger	Description	July 2015 Actual	2015 YTD Actual	2015 Budget	2015 Budget Remaining \$
<b>WATER REVENUE</b>					
1-41-410	MONTHLY WATER FEES	(6,532.50)	(38,616.92)	(86,000.00)	(47,383.08)
1-41-412	BULK WATER SALES	0.00	(312.84)	(2,100.00)	(1,787.16)
1-41-511	WATER PENALTIES	(157.20)	(2,637.80)	(2,500.00)	137.80
1-41-845	PROVINCIAL GRANT - OPERATING	0.00	0.00	0.00	0.00
1-41-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
*	<b>TOTAL WATER REVENUE</b>	<b>(6,689.70)</b>	<b>(41,567.56)</b>	<b>(90,600.00)</b>	<b>(49,032.44)</b>
<b>SEWER REVENUE</b>					
1-42-410	MONTHLY SEWER FEES	(5,883.00)	(34,769.47)	(70,630.00)	(35,860.53)
1-42-511	SEWER PENALTIES	0.00	0.00	(2,500.00)	(2,500.00)
1-42-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-42-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-42-920	TRANSFER FROM OPERATING RESERVES	0.00	0.00	0.00	0.00
*	<b>TOTAL SEWER REVENUE</b>	<b>(5,883.00)</b>	<b>(34,769.47)</b>	<b>(73,130.00)</b>	<b>(38,360.53)</b>
<b>WASTE MANAGEMENT REVENUE</b>					
1-43-410	MONTHLY GARBAGE FEES	(2,148.00)	(12,755.60)	(24,500.00)	(11,744.40)
1-43-845	PROVINCIAL GRANT - OPERATING	0.00	0.00	0.00	0.00
1-43-412	MONTHLY RECYCLING FEES	0.00	0.18	0.00	(0.18)
*	<b>TOTAL WASTE MANAGEMENT REVENUE</b>	<b>(2,148.00)</b>	<b>(12,755.42)</b>	<b>(24,500.00)</b>	<b>(11,744.58)</b>
<b>CAMROSE &amp; DISTRICT SUPPORT SER</b>					
1-51-590	REVENUE - OWN SOURCES	0.00	0.00	0.00	0.00
1-51-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	(9,559.00)	(9,559.00)
*	<b>TOTAL CAMROSE &amp; DISTRICT SUPPO</b>	<b>0.00</b>	<b>0.00</b>	<b>(9,559.00)</b>	<b>(9,559.00)</b>
<b>CEMETERY REVEUE</b>					
1-56-410	SALE OF CEMETERY PLOTS	0.00	0.00	(200.00)	(200.00)
1-56-570	CEMETERY DONATIONS	0.00	(150.00)	(100.00)	50.00
1-56-571	CEMETERY MAINTENANCE REVENUE	0.00	0.00	(600.00)	(600.00)
*	<b>TOTAL CEMETERY REVEUE</b>	<b>0.00</b>	<b>(150.00)</b>	<b>(900.00)</b>	<b>(750.00)</b>

**VILLAGE OF BAWLF**  
**REVENUE/EXPENSE REPORT**

General Ledger	Description	July 2015 Actual	2015 YTD Actual	2015 Budget	2015 Budget Remaining \$
<b>DEVELOPMENT REVENUE</b>					
1-61-410	DEVELOPMENT PERMITS & CHARGES	(150.00)	(450.00)	(500.00)	(50.00)
*	TOTAL DEVELOPMENT REVENUE	(150.00)	(450.00)	(500.00)	(50.00)
<b>LAND SALES</b>					
1-66-410	LAND SALES	0.00	(125,308.40)	0.00	125,308.40
*	TOTAL LAND SALES	0.00	(125,308.40)	0.00	125,308.40
<b>PARKS &amp; RECREATION REVENUE</b>					
1-72-110	SPECIAL TAX - RECREATION & PARKS	0.00	0.00	0.00	0.00
1-72-410	SALE OF SERVICES - FEES & CHARGES	0.00	0.00	0.00	0.00
1-72-560	PARK & CAMPGROUND RENTALS	(1,095.00)	(3,255.00)	(4,000.00)	(745.00)
1-72-570	PARK DONATIONS	0.00	0.00	0.00	0.00
1-72-590	INSURANCE RECOVERY	0.00	0.00	(600.00)	(600.00)
1-72-595	REC. BOARD UTILITIES RECOVERY	0.00	0.00	(1,900.00)	(1,900.00)
1-72-830	FEDERAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-72-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00	0.00
1-72-850	COUNTY CONDITIONAL GRANTS	0.00	(22,059.00)	(12,500.00)	9,559.00
*	TOTAL PARKS & RECREATION REVENUE	(1,095.00)	(25,314.00)	(19,000.00)	6,314.00
<b>CULTURE REVENUE</b>					
1-74-560	HALL RENTALS	(525.00)	(4,789.25)	0.00	4,789.25
1-74-570	HALL DONATIONS	0.00	0.00	0.00	0.00
1-74-590	INSURANCE RECOVERY	0.00	0.00	(2,300.00)	(2,300.00)
1-74-593	SPECIAL EVENT REVENUES	0.00	0.00	(100.00)	(100.00)
*	TOTAL CULTURE REVENUE	(525.00)	(4,789.25)	(2,400.00)	2,389.25
<b>RESERVE TRANSFERS</b>					
1-97-920	TRANSFER FROM RESERVES	0.00	0.00	0.00	0.00
*	TOTAL RESERVE TRANSFERS	0.00	0.00	0.00	0.00
**	TOTAL REVENUE	(19,573.20)	(887,323.54)	(377,184.22)	510,139.32

# VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

General Ledger	Description	July 2015 Actual	2015 YTD Actual	2015 Budget	2015 Budget Remaining \$
<b>COUNCIL EXPENSES</b>					
2-11-130	COUNCIL - PAYROLL DEDUCTIONS	0.00	0.00	0.00	0.00
2-11-150	COUNCIL REMUNERATION	1,360.00	5,800.00	12,200.00	6,400.00
2-11-211	COUNCIL TRAVEL & SUBSISTENCE	0.00	0.00	600.00	600.00
2-11-214	COUNCIL PROFESSIONAL DEVT	0.00	0.00	1,000.00	1,000.00
*	<b>TOTAL COUNCIL EXPENSES</b>	<b>1,360.00</b>	<b>5,800.00</b>	<b>13,800.00</b>	<b>8,000.00</b>
<b>ADMINISTRATION EXPENSE</b>					
2-12-110	ADMINISTRATION - SALARIES	8,139.56	57,466.76	105,000.00	47,533.24
2-12-130	ADMINISTRATION - PAYROLL DEDUCTIONS	638.00	4,503.22	10,500.00	5,996.78
2-12-131	EMPLOYEE BENEFITS	614.32	4,114.55	5,874.00	1,759.45
2-12-211	TRAVEL & SUBSISTENCE	0.00	62.52	1,400.00	1,337.48
2-12-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	1,315.87	2,500.00	1,184.13
2-12-600	BAD DEBTS	0.00	3,215.55	0.00	(3,215.55)
*	<b>TOTAL ADMINISTRATION EXPENSE</b>	<b>9,391.88</b>	<b>70,678.47</b>	<b>125,274.00</b>	<b>54,595.53</b>
<b>OFFICE OPERATIONS</b>					
2-12-215	FREIGHT & POSTAGE	69.60	1,388.35	3,200.00	1,811.65
2-12-217	TELEPHONE/INTERNET	294.16	2,451.23	4,900.00	2,448.77
2-12-220	ADVERTIZING & PRINTING	0.00	305.00	2,000.00	1,695.00
2-12-225	VILLAGE PROMOTIONS	0.00	810.91	1,020.00	209.09
2-12-230	PROFESSIONAL & CONSULTING SERVICES	0.00	340.00	1,958.40	1,618.40
2-12-231	AUDITING SERVICES	0.00	0.00	7,300.00	7,300.00
2-12-232	ASSESSMENT SERVICES	0.00	4,263.45	4,800.00	536.55
2-12-233	ASSESSMENT REVIEW BOARD	0.00	0.00	408.00	408.00
2-12-234	LEGAL SERVICES	0.00	1,324.50	1,000.00	(324.50)
2-12-237	COMPUTER SOFTWARE	0.00	2,774.48	5,000.00	2,225.52
2-12-250	OFFICE REPAIRS & MAINTENANCE	0.00	165.16	1,000.00	834.84
2-12-253	TECHNICAL SUPPORT	287.87	3,772.09	4,900.00	1,127.91
2-12-258	OFFICE JANITORIAL CONTRACT	270.00	780.00	1,400.00	620.00
2-12-274	INSURANCE	0.00	10,256.92	12,400.00	2,143.08
2-12-341	LAND TITLES SERVICES	0.00	0.00	200.00	200.00
2-12-510	OFFICE SUPPLIES	622.03	1,469.11	2,000.00	530.89
2-12-511	MISCELLANEOUS	304.50	382.36	1,020.00	637.64
2-12-519	OTHER SERVICES	0.00	0.00	0.00	0.00

# VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

General Ledger	Description	July 2015 Actual	2015 YTD Actual	2015 Budget	2015 Budget Remaining \$
2-12-540	UTILITIES	(688.61)	1,090.01	4,500.00	3,409.99
2-19-150	ELECTION FEES	0.00	0.00	1,100.00	1,100.00
*	TOTAL OFFICE OPERATIONS	1,159.55	31,573.57	60,106.40	28,532.83
<b>ADMIN-CAPITAL</b>					
2-12-762	CAPITAL PURCHASES	0.00	85.67	300.00	214.33
2-12-790	ADMINISTRATION-AMORTIZATION	0.00	0.00	7,715.00	7,715.00
*	TOTAL ADMIN-CAPITAL	0.00	85.67	8,015.00	7,929.33
<b>REQUISITIONS</b>					
2-13-750	REQUISITION - SCHOOL	0.00	19,752.72	80,591.22	60,838.50
2-13-759	DAVE KNIPE MEMORIAL LIBRARY	0.00	0.00	0.00	0.00
*	TOTAL REQUISITIONS	0.00	19,752.72	80,591.22	60,838.50
<b>FIRE EXPENSES</b>					
2-23-148	IN-SERVICE TRAINING	0.00	0.00	1,000.00	1,000.00
2-23-159	HONORARIUMS - ANNUAL & HOURLY	0.00	0.00	9,500.00	9,500.00
2-23-211	TRAVEL & SUBSISTENCE	0.00	0.00	900.00	900.00
2-23-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	0.00	200.00	200.00
2-23-215	FREIGHT & POSTAGE	0.00	0.00	50.00	50.00
2-23-217	TELEPHONE	97.54	1,016.54	1,400.00	383.46
2-23-220	ADVERTIZING & PRINTING	0.00	0.00	500.00	500.00
2-23-225	PUBLIC RELATIONS & PROMOTIONS	0.00	(1,187.89)	500.00	1,687.89
2-23-250	FIREHALL REPAIRS & MAINTENANCE	0.00	181.40	1,500.00	1,318.60
2-23-251	VILLAGE TRUCK REPAIRS	0.00	0.00	400.00	400.00
2-23-252	COUNTY TRUCK REPAIRS	0.00	0.00	1,020.00	1,020.00
2-23-253	PAGER REPAIRS	0.00	0.00	200.00	200.00
2-23-254	PROTECTIVE EQUIPMENT & REPAIRS	0.00	0.00	6,500.00	6,500.00
2-23-270	CONTRACTED SERVICES	0.00	0.00	100.00	100.00
2-23-274	INSURANCE	0.00	1,948.98	2,000.00	51.02
2-23-274	GOODS & SUPPLIES	11.75	51.73	1,000.00	948.27
2-23-511	MISCELLANEOUS	0.00	0.00	0.00	0.00
2-23-512	SMALL EQUIPMENT PURCHASES	0.00	385.01	400.00	14.99
2-23-521	FUEL & LUBE	46.44	232.09	800.00	567.91
2-23-540	FIRE HALL POWER	91.44	690.59	1,650.00	959.41
2-23-541	FIRE HALL NATURAL GAS	49.19	855.68	2,300.00	1,444.32
2-23-750	DISPATCH AGREEMENT	1,209.00	1,209.00	1,200.00	(9.00)

**VILLAGE OF BAWLF**  
**REVENUE/EXPENSE REPORT**

General Ledger	Description	July 2015 Actual	2015 YTD Actual	2015 Budget	2015 Budget Remaining \$
2-23-751	MUTUAL AIDE RESPONSE CHARGES	0.00	0.00	500.00	500.00
2-23-920	TRANSFER TO RESERVES	0.00	0.00	0.00	0.00
2-00-910	GAIN/LOSS ON DISPOSAL OF ASSETS	0.00	0.00	0.00	0.00
*	<b>TOTAL FIRE EXPENSES</b>	<b>1,505.36</b>	<b>5,383.13</b>	<b>33,620.00</b>	<b>28,236.87</b>
	<b>BYLAW ENFORCEMENT</b>				
2-26-270	BYLAW ENFORCEMENT OFFICER	323.57	1,941.42	3,900.00	1,958.58
2-26-234	LEGAL SERVICES	0.00	0.00	400.00	400.00
2-26-510	BYLAW SUPPLIES	0.00	406.36	300.00	(106.36)
*	<b>TOTAL BYLAW ENFORCEMENT</b>	<b>323.57</b>	<b>2,347.78</b>	<b>4,600.00</b>	<b>2,252.22</b>
	<b>FIRE - CAPITAL</b>				
2-23-762	CAPITAL PURCHASES	0.00	0.00	0.00	0.00
2-23-790	FIRE - AMORTIZATION	0.00	0.00	10,177.00	10,177.00
*	<b>TOTAL FIRE - CAPITAL</b>	<b>0.00</b>	<b>0.00</b>	<b>10,177.00</b>	<b>10,177.00</b>

# VILLAGE OF BAWLF

## REVENUE/EXPENSE REPORT

General Ledger	Description	July 2015 Actual	2015 YTD Actual	2015 Budget	2015 Budget Remaining \$
<b>PUBLIC WORKS SALARIES &amp; WAGES</b>					
2-32-110	PW - SALARIES	7,270.12	28,568.28	70,000.00	41,431.72
2-32-130	PW - PAYROLL DEDUCTIONS	514.88	2,148.23	7,000.00	4,851.77
2-32-131	EMPLOYEE BENEFITS	252.37	2,216.66	2,820.00	603.34
*	<b>TOTAL PUBLIC WORKS SALARIES &amp;</b>	<b>8,037.37</b>	<b>32,933.17</b>	<b>79,820.00</b>	<b>46,886.83</b>
<b>PUBLIC WORKS OPERATIONS</b>					
2-32-217	TELEPHONE	0.00	0.00	600.00	600.00
2-32-230	PROFESSIONAL CONSULTING	0.00	0.00	0.00	0.00
2-32-250	ROADWAY REPAIRS & MAINTENANCE	5,015.00	12,089.50	7,800.00	(4,289.50)
2-32-270	CONTRACTED SERVICES	197.50	197.50	2,600.00	2,402.50
2-32-274	INSURANCE	0.00	1,579.54	1,025.00	(554.54)
2-32-510	GOODS & SUPPLIES	1,576.62	10,104.61	23,000.00	12,895.39
2-32-511	MISCELLANEOUS GENERAL SERVICES	0.00	11.93	0.00	(11.93)
2-32-521	FUEL & LUBE	707.33	3,551.23	3,000.00	(551.23)
2-32-540	UTILITIES - STREET LIGHTS	1,143.14	7,183.41	15,000.00	7,816.59
2-32-762	CAPITAL	0.00	1,755.00	0.00	(1,755.00)
2-32-790	PUBLIC WORKS AMORTIZATION	0.00	0.00	51,166.00	51,166.00
*	<b>TOTAL PUBLIC WORKS OPERATIONS</b>	<b>8,639.59</b>	<b>36,472.72</b>	<b>104,191.00</b>	<b>67,718.28</b>
<b>DRAINAGE</b>					
2-37-250	DRAINAGE - REPAIRS & MAINTENANCE	0.00	0.00	1,000.00	1,000.00
2-37-230	PROFESSIONAL & CONSULTING SERVICES	0.00	0.00	0.00	0.00
2-37-750	REQUISITION - DRAINAGE	0.00	0.00	1,497.00	1,497.00
*	<b>TOTAL DRAINAGE</b>	<b>0.00</b>	<b>0.00</b>	<b>2,497.00</b>	<b>2,497.00</b>
<b>WATER OPERATIONS</b>					
2-41-110	SALARIES & WAGES - WATER	629.20	2,140.43	20,000.00	17,859.57
2-41-130	CPP, EI CONTRIBUTIONS - WATER	45.50	146.93	2,000.00	1,853.07
2-41-211	TRAVEL & SUBSISTENCE - WATER	0.00	27.56	500.00	472.44
2-41-214	MEMBERSHIPS & PROFESSIONAL DEVT	0.00	0.00	500.00	500.00
2-41-217	TELEPHONE	107.91	622.57	1,300.00	677.43
2-41-224	MUNICIPAL MEMBERSHIP	0.00	0.00	30.00	30.00
2-41-230	PROFESSIONAL & CONSULTING SERVICES	0.00	0.00	2,900.00	2,900.00

# VILLAGE OF BAWLF

## REVENUE/EXPENSE REPORT

General Ledger	Description	July 2015 Actual	2015 YTD Actual	2015 Budget	2015 Budget Remaining \$
2-41-240	CUSTOMER BILLING	0.00	0.00	700.00	700.00
2-41-250	REPAIRS & MAINTENANCE	0.00	36.99	10,000.00	9,963.01
2-41-270	WATER - CONTRACT	1,550.00	9,326.42	17,000.00	7,673.58
2-41-274	INSURANCE PREMIUMS	0.00	6,023.79	6,420.00	396.21
2-41-510	GOODS & SUPPLIES	1,068.80	4,341.65	7,000.00	2,658.35
2-41-540	UTILITIES	800.63	4,417.77	11,413.00	6,995.23
2-41-750	REQUISITION - SMRWSC	0.00	7,553.42	10,500.00	2,946.58
2-41-762	CAPITAL PURCHASES	0.00	0.00	0.00	0.00
2-41-790	WATER SYSTEM - AMORTIZATION	0.00	0.00	29,413.00	29,413.00
<b>*</b>	<b>TOTAL WATER OPERATIONS</b>	<b>4,202.04</b>	<b>34,637.53</b>	<b>119,676.00</b>	<b>85,038.47</b>
<b>SEWER OPERATIONS</b>					
2-42-000	OTHER - DAYS/SLAND DRAINAGE	0.00	0.00	1,530.00	1,530.00
2-42-110	SALARIES & WAGES - SEWER	0.00	166.40	12,660.24	12,493.84
2-42-130	CPP, EI CONTRIBUTIONS - WATER	0.00	12.36	1,000.00	987.64
2-42-211	TRAVEL & SUBSISTENCE	0.00	0.00	200.00	200.00
2-42-214	MEMBERSHIPS & PROFESSIONAL DEVELOPMENT	0.00	0.00	200.00	200.00
2-42-217	TELEPHONE	87.54	715.85	1,000.00	284.15
2-42-230	PROFESSIONAL & CONSULTING - SEWER	0.00	0.00	1,000.00	1,000.00
2-42-240	CUSTOMER BILLING	0.00	0.00	700.00	700.00
2-42-250	REPAIRS & MAINTENANCE - SEWER	0.00	1,955.00	6,000.00	4,045.00
2-42-270	SEWER - CONTRACT	0.00	0.00	3,000.00	3,000.00
2-42-274	INSURANCE PREMIUMS	0.00	541.63	400.00	(141.63)
2-42-410	BANK LOAN	0.00	0.00	0.00	0.00
2-42-510	GOODS & SUPPLIES	0.00	24.07	1,800.00	1,775.93
2-42-540	UTILITIES	281.01	2,039.40	4,900.00	2,860.60
2-42-762	CAPITAL	0.00	0.00	0.00	0.00
2-42-790	WASTE & SEWER AMORTIZATION	0.00	0.00	24,787.00	24,787.00
2-42-830	LAGOON DEBENTURE PAYMENTS	0.00	0.00	0.00	0.00
2-42-831	LAGOON DEBENTURE INTEREST	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
2-74-790		0.00	0.00	14,500.00	14,500.00
<b>*</b>	<b>TOTAL SEWER OPERATIONS</b>	<b>368.55</b>	<b>5,454.71</b>	<b>73,677.24</b>	<b>68,222.53</b>
<b>WASTE MANAGEMENT</b>					
2-43-270	GARBAGE - CONTRACT	1,402.50	7,154.94	13,500.00	6,345.06
2-43-260	RENTAL OF MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00

# VILLAGE OF BAWLF

## REVENUE/EXPENSE REPORT

General Ledger	Description	July 2015 Actual	2015 YTD Actual	2015 Budget	2015 Budget Remaining \$
2-43-350	LANDFILL FEES	350.00	1,411.95	3,700.00	2,288.05
2-43-510	GOODS & SUPPLIES	0.00	0.00	0.00	0.00
2-44-350	RECYCLING CHARGES	680.00	4,441.95	8,570.00	4,128.05
<b>*</b>	<b>TOTAL WASTE MANAGEMENT</b>	<b>2,432.50</b>	<b>13,008.84</b>	<b>25,770.00</b>	<b>12,761.16</b>
<b>CAMROSE &amp; DISTRICT SUPPORT SER</b>					
2-51-750	REQUISITION - CDSS	0.00	12,683.75	2,500.00	(10,183.75)
2-51-770	GRANTS TO ORGANIZATIONS	0.00	0.00	102.00	102.00
2-51-840	CONDITIONAL GRANTS TO CDSS	0.00	0.00	9,559.00	9,559.00
<b>*</b>	<b>TOTAL CAMROSE &amp; DISTRICT SUPPO</b>	<b>0.00</b>	<b>12,683.75</b>	<b>12,161.00</b>	<b>(522.75)</b>
<b>CEMETERY OPERATIONS</b>					
2-56-250	CEMETERY REPAIRS & MAINTENANCE	0.00	0.00	300.00	300.00
2-56-510	GENERAL GOODS & SERVICES	0.00	0.00	0.00	0.00
<b>*</b>	<b>TOTAL CEMETERY OPERATIONS</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>	<b>300.00</b>
<b>PLANNING &amp; DEVELOPMENT</b>					
2-61-237	MAPPING	0.00	0.00	200.00	200.00
2-61-750	REQUISITION - PLANNING	0.00	1,206.75	1,200.00	(6.75)
2-66-120	COSTS - LAND SALES	0.00	0.00	0.00	0.00
2-66-230	PROFESSIONAL & CONSULTING	0.00	0.00	0.00	0.00
<b>*</b>	<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>0.00</b>	<b>1,206.75</b>	<b>1,400.00</b>	<b>193.25</b>
<b>PARKS &amp; RECREATION</b>					
2-72-110	RECREATION & PARKS - SALARIES	0.00	281.84	5,700.00	5,418.16
2-72-115	CSJ & STEP WAGES	0.00	0.00	0.00	0.00
2-72-130	RECREATION & PARKS - PAYROLL DEDUCTIONS	0.00	20.38	570.00	549.62
2-72-131	EMPLOYEE BENEFITS	0.00	7.90	0.00	(7.90)
2-72-211	TRAVEL & SUBSISTENCE	0.00	0.00	306.00	306.00
2-72-220	ADVERTIZING & PRINTING	0.00	0.00	200.00	200.00
2-72-250	REPAIRS & MAINTENANCE	0.00	247.50	2,000.00	1,752.50
2-72-270	CONTRACTED SERVICES	197.50	197.50	0.00	(197.50)
2-72-510	GOODS & SUPPLIES	764.93	2,006.02	1,500.00	(506.02)
2-72-521	FUEL & LUBE	0.00	0.00	600.00	600.00
2-72-540	UTILITIES - REC BOARD, ETC	185.61	27.81	1,600.00	1,572.19

## VILLAGE OF BAWLF REVENUE/EXPENSE REPORT

General Ledger	Description	July 2015 Actual	2015 YTD Actual	2015 Budget	2015 Budget Remaining \$
2-72-274	INSURANCE PREMIUMS	0.00	870.80	750.00	(120.80)
2-72-750	REQUISITIONS - RECREATION	0.00	0.00	0.00	0.00
2-72-762	CAPITAL PURCHASES	0.00	0.00	0.00	0.00
2-72-770	GRANTS TO ORGANIZATIONS	0.00	0.00	0.00	0.00
2-72-780	RECREATION TRAIL RESERVE	0.00	0.00	0.00	0.00
2-72-790	RECREATION - AMORTIZATION	0.00	0.00	0.00	0.00
2-13-770	GRANTS TO ORGANIZATIONS	0.00	0.00	16,550.00	16,550.00
<b>*</b>	<b>TOTAL PARKS &amp; RECREATION</b>	<b>1,148.04</b>	<b>3,659.75</b>	<b>29,776.00</b>	<b>26,116.25</b>
<b>CULTURE</b>					
2-74-250	REPAIRS & MAINTENANCE - OLD HALL	0.00	0.00	200.00	200.00
2-74-274	INSURANCE PREMIUMS	0.00	0.00	120.00	120.00
2-74-510	GOODS & SUPPLIES - NEW HALL	0.00	212.25	0.00	(212.25)
2-74-540	UTILITIES	0.00	0.00	2,700.00	2,700.00
2-74-584	SPECIAL EVENTS	0.00	0.00	1,100.00	1,100.00
2-74-750	REQUISITION - PARKLAND LIBRARY	0.00	2,336.40	3,000.00	663.60
2-74-761	CONTRIBUTED TO OTHER OPERATING FNC.	0.00	0.00	3,000.00	3,000.00
2-74-770	TRANSFER TO OTHER ORGANIZATIONS	0.00	0.00	0.00	0.00
2-74-775	BAWLF PUBLIC LIBRARY APPROPRIATION	0.00	0.00	3,000.00	3,000.00
2-74-831	DEBENTURE INTEREST	0.00	0.00	0.00	0.00
<b>*</b>	<b>TOTAL CULTURE</b>	<b>0.00</b>	<b>2,548.65</b>	<b>13,120.00</b>	<b>10,571.35</b>
<b>GENERAL</b>					
2-97-990	GENERAL CONTINGENCY	0.00	0.00	0.00	0.00
<b>*</b>	<b>TOTAL GENERAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>**</b>	<b>TOTAL EXPENSES</b>	<b>38,568.45</b>	<b>278,227.21</b>	<b>798,571.86</b>	<b>520,344.65</b>
<b>***</b>	<b>SURPLUS/DEFICIT</b>	<b>18,995.25</b>	<b>(609,096.33)</b>	<b>421,387.64</b>	<b>1,030,483.97</b>

\*\*\* End of Report \*\*\*

**VILLAGE OF BAWLF**  
**Request for Decision (RFD)**

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>August 19, 2015</b>
<b>Originated By:</b>	<b>Tracy M. Stewart-Acting CAO</b>
<b>Title:</b>	<b>Fire Services Bylaw Amendment – Fire Pit Regulations &amp; Fees Charged</b>

**BACKGROUND/PROPOSAL:**

It has been brought to our attention that residents are "abusing" the use of their recreational fire pits and not using them for the intended purpose of cooking, warmth and/or recreation.

We have had to deal with complaints of excessive smoke and odor due to burning other than firewood.

I have reviewed a few other fire bylaws and made the proposed amendments to our fire services bylaw.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

With the amended Fire Services Bylaw No. 605/15 in place, along with fire pit inspections, annual burn permits and bylaw enforcement, we can ensure the proper usage of outdoor fire pits for a safer and healthier atmosphere for the residents of Bawlf.

**COSTS/SOURCE OF FUNDING (if applicable)**

n/a

**RECOMMENDED ACTION:**

That Bawlf Council approve the amended Fire Services Bylaw No. 605/15.

VILLAGE of BAWLF

**BYLAW NO. 605/15**

**A BYLAW OF THE VILLAGE OF BAWLF, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF PROVIDING FOR THE ESTABLISHMENT AND OPERATION OF A FIRE SERVICES DEPARTMENT WITHIN THE VILLAGE OF BAWLF.**

**WHEREAS** THE Municipal Government Act R.S.A 2000, Chapter M-26 and amendments thereto provides that a council of a municipality may pass bylaws respecting the safety, health and welfare of people and the protection of people and property and for services provided by or on behalf of the municipality, and

**AND WHEREAS** Section 8 (a) of the Municipal Government Act provides for municipalities to enact bylaws to regulate or prohibit;

**AND WHEREAS** Section 8 (c) of the Municipal Government Act provides for municipalities to enact bylaws to provide a system of licences, permits or approvals;

**AND WHEREAS** the *Alberta Fire Code 2007*, as established by the Fire Technical Council, Safety Codes Council and under the provisions of the *Safety Codes Act*, provide Bawlf with the authority to establish a joint Quality Management Program, which has provided the municipalities a Quality Management Program under the guidance and control of the Safety Codes Council and direction of the Bawlf Council;

**AND WHEREAS** the *Forest and Prairie Protection Act*, R.S.A 2000, Chapter F-19, as amended in 2013, provides for the prevention of prairie or running fires and places responsibility for fighting and controlling fires within a municipal district or a county;

**AND WHEREAS** the *Environmental Protection and Enhancement Act* provides the guidelines for environmental contamination, Bawlf Council will endeavor to prevent or bring under control the emissions of contaminants and will inform the Department of the Environment of infractions occurring in the municipality;

**AND WHEREAS** the Bawlf Council wishes to establish a fire and rescue service within the municipality to provide for efficient operation of such a service for the Village of Bawlf.

**BE IT RESOLVED THAT** the Council of the Village of Bawlf of the Province of Alberta, duly assembled, enacts as follows:

## **SECTION 1 - NAME OF BYLAW**

1.1 This Bylaw may be cited as the “Fire Services Bylaw”.

NOW THEREFORE BE IT ENACTED as a bylaw of the Council of the VILLAGE OF BAWLF as follows:

## **SECTION 2 - DEFINITIONS**

In this bylaw,

2.1 “*Act*” shall mean the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended.

2.2 “*Administrator*” shall mean the Chief Administrative Officer for the Village of Bawlf.

2.3 “*Apparatus*” means any vehicle provided with machinery, devices, equipment or materials for emergency use, as well as any vehicles used for transporting firefighters or supplies.

2.4 “*Approved Outdoor Burning Appliances*”, are those outdoor burning appliances used for recreational or cooking purposes. Those appliances manufactured which bear a CSA or ULC approval label.

2.6 “*Bylaw Enforcement Officer*” shall mean:

- i) A person appointed under Section 555 and 556 pursuant to the Municipal Government Act, RSA 2000, Chapter M-26, employed or contracted by the Village of Bawlf to enforce Bawlf Bylaws;
- ii) A community Peace Officer as defined under the Peace Officer Act, SA 2006, Chapter P-3.5 or;
- iii) A member of the Royal Canadian Mounted Police.

2.7 “*Council*” shall mean the Council of the Village of Bawlf;

2.8 “*Councillor*” shall mean an elected official of Council;

2.9 “*County*” means Camrose County;

2.10 “*Committee*” or “*Committees*” shall mean any Standing or Ad Hoc Committee established from time to time pursuant to this bylaw;

2.11 “*Deputy Fire Chief*” means the person appointed by the Bawlf Fire Chief pursuant to

Standard Operating Guidelines;

- 2.12 “*Emergency Incident*” means a fire, a situation where a fire or an explosion is imminent or any other situation presenting a fire or possible danger to life, property or the environment and to which the Fire Department has responded. These incidents include transportation accidents, hazardous materials releases or potential releases, medical assists or any life threatening situation.
- 2.13 “*Equipment*” means any tools, contrivances, devices or materials used by the Fire Department that may be applied at an emergency incident.
- 2.14 “*Fees for Services*” shall be charges or fees for services provided identified throughout this Bylaw and contained in Schedule “A” which is attached to and forming part of this bylaw.
- 2.15 “*Fire Ban*” means a declaration by the Council by resolution that a restriction has been placed on the setting of fires, and may be categorized as follows:
- (a) “*High Risk Fire Ban*” as declared by Council, means no open burning, no issuance of burning permits, and a restriction on the setting of outdoor fires, with exceptions limited to recreational, cooking, and heating fires in Approved Outdoor Burning Appliances, upon written approval of the Bawlf Fire Chief.
  - (b) “*Total Fire Ban*” as declared by Council, means a restriction on the setting of all outdoor fires, with exceptions limited to approved liquid or gas-fired approved appliances in the proper setting.
  - (c) “*Emergency Fire Ban*” In an emergency situation, the Administrator or designate or the Mayor may issue a fire ban subject to ratification by Council at the next meeting of Council.
  - (d) “*Fire Ban Declaration*” on declaring a fire ban, notification will be advertised through local and area media organizations. Fire ban issuance can affect all and/ or portions thereof of the Village of Bawlf.
- 2.16 “*Fire Chief*” means the person appointed by the Chief Administrative Officer from the recommendation of the Bawlf Fire Department, with duties as described in the Standard Operating Guidelines.
- 2.17 “*Fire Department*” means the Fire Services Department of Bawlf established in this Bylaw and includes any person duly appointed to the Department by the Fire Chief and/or authorized individual pursuant to this Bylaw and performing such functions as are

prescribed herein, together with all firefighting equipment, including fire stations, established to prevent, extinguish, and investigate the cause of fires, to preserve life and property from injury or destruction by fire.

- 2.18 “*Fire Services Officer*” means a person appointed by the Fire Chief of a fire department to perform such functions as are set forth in the Standard Operating Guidelines.
- 2.19 “*Firefighter*” means a person appointed to perform the duties of a firefighter as described in the Standard Operating Guidelines
- 2.20 “*Fireworks Display Permit*” is the issuance to an accredited person or contractor for the display of commercial fireworks in accordance with the Alberta Fire Code 2007, the Safety Codes Act, and the Explosives Act (Canada).
- 2.21 “*Low Hazard Fireworks*” shall mean fireworks used for recreation as defined in Class 7.2.1 of the Explosives Act (Canada) as Low Hazard Fireworks for Recreation;
- 2.22 “*Occupant*” shall mean any person who is found on a property, whether or not the individual is the owner or tenant of the property and whether or not the individual resides on the property or having the right to occupy or exercise control over the land.
- 2.23 “*Open Outdoor Fire*” means any fire not contained within the confines of an approved outdoor or indoor appliance, building or structure and includes fires burning in humus soil, piles of coal, manure, farm produce, wastes, feed and straw, and means that the fire is a controlled fire under the supervision of the land owner or adult designate.
- 2.24 “*Prohibited Debris*” means any material that when burned, will result in the release to the atmosphere of dense smoke, offensive odors or a substance, the release of which is regulated, prohibited or controlled by the Environmental Protection and Enhancement Act, R.S.A. 2000, c.E-12 or regulations thereunder
- 2.25 “*Mayor*” shall mean the Mayor for the Village of Bawlf;
- 2.26 “*Regional Fire Services Committee*” means the Regional Fire Services Collaboration between Camrose County, Village of Bawlf, Village of Edberg, Village of Ferintosh, Village of Hay Lakes, Village of Rosalind, and the Town of Bashaw.
- 2.27 “*Regional Fire Services Coordinator*” means the person appointed by the Regional Fire Services Committee pursuant to the Agreement for Collaboration between Camrose County, Villages of Bawlf, Edberg, Ferintosh, Hay Lakes, Rosalind and the Town of Bashaw;

- 2.28 “*Running at large*” means a fire burning without being under control of any person or that no person is able to prevent the spread of the limits of such a fire.
- 2.29 “*Safety Codes Accreditation*” as approved by the Safety Codes Council for Bawlf to participate in a Joint Quality Management Program Fire Discipline.
- 2.30 “*Safety Codes Officer*” means a person certified by the Safety Codes Council under the authority of the Safety Codes Act.
- 2.31 “*Safety Codes Officer Certified*” means a person certified under the Safety Codes Act with Designation of Powers to administer the Alberta Fire Code and Safety Codes Act.
- 2.32 “*Standard Operating Guidelines*” means the guidelines adopted by the Council concerning Fire, Rescue and other, administrative and operational activities of the Fire Services Department of Bawlf.
- 2.33 “*Small-Open Fires*” shall mean any outdoor campfire for cooking or warming purposes, burning barrels or receptacles, or wood and briquette fires.

### **SECTION 3 - OBJECTIVES**

- 3.1 The objectives of Bawlf Fire Services Department are:
- 1) to provide fire protection services and/ or other public assistance requests to the Village of Bawlf and through mutual aid and services agreements with the Camrose County, the Villages of Edberg, Ferintosh, Hay Lakes, Rosalind, Town of Bashaw, and the City of Camrose.
  - 2) to provide fire protection services to municipalities to whom the Village of Bawlf has entered a fire services mutual aid agreement or through service agreement;
- 3.2 Without in any way limiting the generality of the foregoing, the Village may undertake such studies, research, projects or programs and enter into such contracts as may be deemed necessary or desirable in the furtherance of its objectives and to the economic, safety, health and environmental benefits of Bawlf County residents.

### **SECTION 4 – AMENDMENTS**

- 4.1 Upon fourteen days clear notice of motion and a two-thirds majority vote of the Councillors, this bylaw may be amended from time to time.

## **SECTION 5 – FEES**

- 5.1 The Council shall establish fees to be charged by the Village for services provided and shall be entitled to levy fees differently to separate classes of persons, corporations or entities receiving services as specified in the Fees for Services Schedule “A” which is attached to and forming part of this bylaw.
- 5.2 The Council may amend any policy establishing fees at any time.

## **SECTION 6- FIRE SERVICES**

6.1.1. The Village of Bawlf does hereby establish the Fire Services Department(s), for the purpose of:

preventing and extinguishing fires;

- 1) performing basic rescues, first responder care and control of dangerous goods incidents to a first responder level;
- 2) investigating the cause and origin of fires in accordance with the Alberta Fire Code 2007 and Quality Management Plan, as approved by the Safety Codes Council;
- 3) preserving life, property and protecting the environment
- 4) preventing and extinguishing non-permitted ground cover fires or running at large fires and enforcing the provisions of the *Forest and Prairie Protection Act*;
- 5) enforcing the provisions of the Alberta Fire Code 2007 and Safety Codes Act and its regulations;
- 6) carrying out prevention patrols, pre-fire planning and fire inspections in accordance with the Accredited Safety Codes Council Quality Management Program.
- 7) entering into mutual aid agreements with other municipalities, agencies or persons to provide assistance in controlling an emergency incident subject to approval of the Council; and
- 8) purchasing and operating Apparatus and Equipment for preservation of lives and property.

## **SECTION 7 - FIRE PREVENTION/INSPECTION**

- 7.1 The Regional Fire Services Coordinator may establish a fire prevention program within the member municipalities including but not limited to:

- 1) preventative fire inspections of properties or structures in accordance with the Alberta Fire Code 2007 and the Quality Management Plan approved by the Safety Codes Council.
  - 2) review of designs, plans, specifications and processes to ensure conformity with the Safety Codes Act, *or* Alberta Fire Code 2007 *or* Quality Management Program as amended from time to time,
  - 3) preparation of pre-fire plans
  - 4) dissemination of fire prevention information to the general public.
- 7.2 The Regional Fire Services Coordinator, subject to the direction of the Regional Fire Services Committee, and each partner municipality may enter into agreements with other municipalities or accredited agencies to provide fire inspection and investigation services.

## **SECTION 8 - INVESTIGATIONS**

- 8.1 The Fire Safety Codes Officer and/ or delegated Certified Safety Codes Officer shall investigate the cause and origin of every dollars loss fire within said officer's jurisdiction, in accordance with the Quality Management Plan and requirements set forth by the Safety Codes Act.
- 8.2 If the person investigating an incident as described in Sentence 11.1 has information that indicates a fire is or may be of incendiary in origin or has resulted in loss of life, the RCMP, Regional Fire Services Coordinator and Fire Commissioners Office shall be advised of the incident immediately.
- 8.3 The Regional Fire Services Coordinator, subject to the direction of the Regional Fire Committee, may enter into agreements and/or requests with other municipalities or private services to provide temporary assistance providing fire and rescue services as well as fire investigation and inspection services.

## **SECTION 9 - REQUIREMENT TO REPORT**

- 9.1 The Owner or authorized agent of any property damaged by fire which incurs a dollar loss amount within the Village of Bawlf shall immediately report details of the fire to the fire department(s), or Safety Codes Officer, within whose jurisdiction the property is located.

- 9.2 A Fire Department(s) which responds to an incident or is made aware of a fire within its area of jurisdiction, in which a life is lost the officer in charge shall report the incident to the RCMP, the Regional Fire Services Coordinator and the Fire Commissioners Office immediately. If a person suffers injury requiring medical attention, or in which property is damaged or destroyed, the Officer in Charge shall report the incident to the Regional Fire Services Coordinator as soon as possible.
- 9.3 A person conducting the investigation or reporting the incident as described in Section 10 must be a Certified Safety Codes Officer. A completed investigation report shall be forwarded to the Regional Fire Chief with an Incident Report and all relevant information relating to the incident or as requested by the Regional Fire Services Coordinator. A Provincial Fire Report shall be submitted to the Fire Commissioners Office within 30 (thirty) days of incident occurrence as required by provincial law.
- 9.4 Fees for services rendered shall be approved for re-imbursement or payment by the Village of Bawlf Fire Chief. Costs expended for investigation services will be recovered as per Fees for Services Schedule "A" which is attached to and forming part of this bylaw.
- 9.5 The Owner or authorized agent of any property containing a dangerous good(s) product which sustains an accidental or unplanned release of the dangerous good(s) product shall immediately report particulars of the release to the Village of Bawlf Fire Chief and the proper authorities.

## **SECTION 10 - BURNING REGULATIONS**

- 10.1 All recreational fires set for the purposes of cooking, warmth or recreation in an Approved Outdoor Burning Appliance or open pit must be supervised by an adult;
- 10.2 All recreational fire pits should meet the requirements set out in Schedule "B" which is attached to and forming part of this bylaw.
- 10.3 The owner or resident of any property with a recreational fire pit will be required to purchase a burn permit annually.
- 10.4 All new recreational fire pits must be inspected by the Bawlf Fire Chief and a burn permit must be purchased at that time.
- 10.5 All recreational fires are set only for the purposes of cooking, warmth or recreation and the following shall not be burned; brush, leaves, grass clippings, "green" wood, anything that can cause excessive smoke or that contains any type of preservative; any prohibited debris.
- 10.6 Failure to comply with items 10.1 to 10.3 will lead to charges as set out in Schedule "A" which is attached to and forming part of this bylaw.
- 10.7 Fires may be set by the Fire Department for the purpose of training firefighters;

- 11.1 Where a Fire Department(s) has taken any action whatsoever for the purpose of extinguishing a fire or responding to an Emergency Incident within or outside the municipality for the purpose of preserving life or property or destruction by fire or other incident on land or property within or outside the specified areas, including any such action taken by the Department(s) on a false alarm, the Village may, in respect of any costs incurred by the Department(s) in taking such action, charge any costs so incurred by the Department(s) to the person who caused the fire or the owner or occupant of the land or property in respect of which the action was taken.
- 11.2 The fees to be charged for fire, rescue, dangerous goods, false alarm responses, fireworks permits, fire inspections, fire investigations, occupant load determination, and other services not identified that may be performed by the Bawlf Fire Department and/ or delegate shall be described in the Fees for Service Bylaw.
- 11.3 Charges to be levied to the owner or occupant of any land, vehicle, machinery, equipment or structure of any type within the Village of Bawlf with regard to the emergency response and or other services provided are specified in the Fees for Services Schedule "A" which is attached to and forming part of this bylaw.
- i) the Village may take such actions to recover costs incurred providing services described in the Fees for Services Schedule "A" which is attached to and forming part of this bylaw.
  - ii) Should circumstances arise that require no fire protection equipment, the Village of Bawlf reserves the right to charge the owner or occupant the actual labor charges incurred by the Fire Department.
  - iii) in all situations of emergency response service or other service provided by other Camrose County Fire Department(s) and/ or all other billable services provided by the other Camrose County Fire Department(s) or mutual aid fire departments from surrounding jurisdictions according to the fee for service policy, outstanding account(s) will be recovered
- 11.4 In respect of the service described in this bylaw and the Fees for service contained in the Fees for Services Schedule "A" which is attached and forming part of this bylaw;
- i) The Village may recover such cost of fee as a debt due and owing the Village, or
  - ii) In the case of action taken by the Village in respect of land within the Village where
  - iii) the cost or fee is not paid upon demand by the Village, then in default of payment such cost of fee may be charged against the land and/ or property as taxes due and owing in respect of that land and/ or property.

## **SECTION 12 – ENTRY ON LAND AND PREMISES**

- 12.1 A Bylaw Enforcement Officer may without warrant enter on any land and premises or

place, except a private dwelling house, for the purpose of discharging duties specified under this bylaw.

### **SECTION 13 – LOW HAZARD AND HIGH HAZARD FIRE WORKS**

- 13.1 “*Low Hazard Fireworks*” are strictly prohibited within the jurisdictional boundaries of the Village of Bawlf;
- 13.2 It is strictly prohibited to obtain, purchase, handle, setoff, discharge or otherwise any low-hazard fireworks within the jurisdictional boundaries of the Village of Bawlf.
- 13.3 No person other than a Fireworks Display Supervisor may obtain, purchase, handle, setoff, discharge or otherwise any fireworks within the jurisdictional boundaries of the Village of Bawlf.
- 13.4 No person other than an individual who possesses a current Pyro-Technician card issued pursuant to the Explosives Act of Canada, shall set up, setoff, operate, handle or discharge a pyrotechnic display of any type within the jurisdictional boundaries of the Village of Bawlf.
- 13.5 A certified Pyro-Technician or Display Supervisor holding valid authorization accreditation in accordance with the Explosive Act of Canada may submit a written request for a fireworks permit for the discharge of fireworks at a show, display, event or public celebration to the Village of Bawlf.
- 13.6 Written application(s) are required for show, display, event or public celebration fireworks permits.
- 13.7 Written fireworks permit(s) applications shall clearly identify compliance measures with the Explosives Act of Canada and the Alberta Fire Code and enabling statutes, regulations or orders.
- 13.8 Written fireworks permit application shall cover all information required by the Explosives Act of Canada and the Alberta Fire Code. Information required but not limited in scope;
  - i) Date, time, location of the proposed event.
  - ii) Name(s), addresses and certification numbers of all Pyro-Technician(s) or Display Supervisor(s) and assisting personnel participating in the display.
  - iv) Name of sponsoring individual, agency or organization complete with contact representative(s).
  - v) A detailed list containing the fireworks, pyro-technic devices, or charges that will be discharged, setoff, detonated or energized.

- vi) A site specific emergency plan for the display.
- vii) Verified liability insurance acceptable to the Village of Bawlf.
- viii) The Village of Bawlf reserves the right to require additional conditions or restrictions on fireworks permit applications.

ix) Bawlf reserves the right to deny fireworks permit applications based on incomplete application, non-payment of permit application fee, failure to comply with the Explosives Act of Canada, the Alberta Fire Code or the Village of Bawlf conditions or restrictions.

13.9 The Bawlf Fire Chief or Chief Administrative Officer will review each permit based on the specified criteria contained in the Explosive Act of Canada, the Alberta Fire Code, and the Village of Bawlf additional conditions or restrictions.

13.10 Bawlf establishes a fee for fireworks permit applications contained in the Fees for Services Schedule "A" which is attached to and forming part of this bylaw.

#### **SECTION 14 - OFFENCES**

- 14.1 Any person who ignites, fuels, supervises, maintains or permits an outdoor open fire to burn at large within the Village of Bawlf without a valid Fire Permit as required by the *Forest and Prairie Protection Act* is guilty of an offence, and
- 14.2 Any person who fails to have sufficient resources to maintain control of his/her outdoor fire is guilty of an offence, and
- 14.3 Any person who lights an outdoor fire when the weather conditions are conducive to a fire running at large is guilty of an offence, and
- 14.4 Any person who ignites and burns fuels that contravene the *Alberta Environmental Protection Act*, is guilty of an offence, and
- 14.5 Any person who ignites a fire or burns during a Fire Ban which clearly specifies the prohibition of such an ignition is guilty of an offence, and
- 14.6 Any person who ignites a wood burning appliance or other materials for burning outdoors during a Total Fire Ban is guilty of an offence.
- 14.7 Persons who commit any of the following offences are subject to Section 19 Penalties:
  - 1) impeding, obstructing or hindering a firefighter, or fire officer of the Fire Department(s), or other persons assisting or acting under the direction of a Fire Chief, Regional Fire Services Coordinator or authorized delegate in charge at an

- incident;
- 2) damaging or destroying Fire Department(s) Apparatus or Equipment;
  - 3) driving a vehicle over any Equipment, in particular fire hose, at an incident without the permission of the Fire Chief or authorized delegate in charge at an incident;
  - 4) obstructing a firefighter from carrying out any function or activity related in any way to fire protection;
  - 5) falsely representing themselves as a Department member or wearing or displaying any Department badge, cap, button, insignia or other paraphernalia for the purpose of such false representation;
  - 6) obstructing or otherwise interfering with access roads or streets or other approaches to any fire alarm, fire hydrant, cistern or body of water designated for fire-fighting purposes or any connections provided to a fire main, pipe, standpipe, sprinkler system, cistern or other body of water designated for fire-fighting purposes.

### **SECTION 15 - PENALTIES**

- 15.1 Any person who is guilty of an offence under Section 14, or violates any of the provisions of this Bylaw or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this Bylaw, or who neglects to do or who refrains from doing anything required to be done by the provisions of this Bylaw, or who does any act or thing or omits any act or thing, thus violating any of the provisions of this Bylaw, shall be deemed to be guilty of an offence under the Bylaw, and upon conviction, is liable to a fine of not less than \$200.00 and not more than \$5,000.00 plus costs. No person found guilty of an offence under this Bylaw shall be liable to imprisonment.

### **SECTION 16 - SEVERABILITY**

- 16.1 Should any Section or part of this Bylaw be found to have been improperly enacted or ultra vires, for any reason, then such Section or part shall be regarded as being severable from the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable as if the Section found to be improperly enacted had not been enacted as part of this Bylaw.

### **SECTION 17 – MISCELLANEOUS**

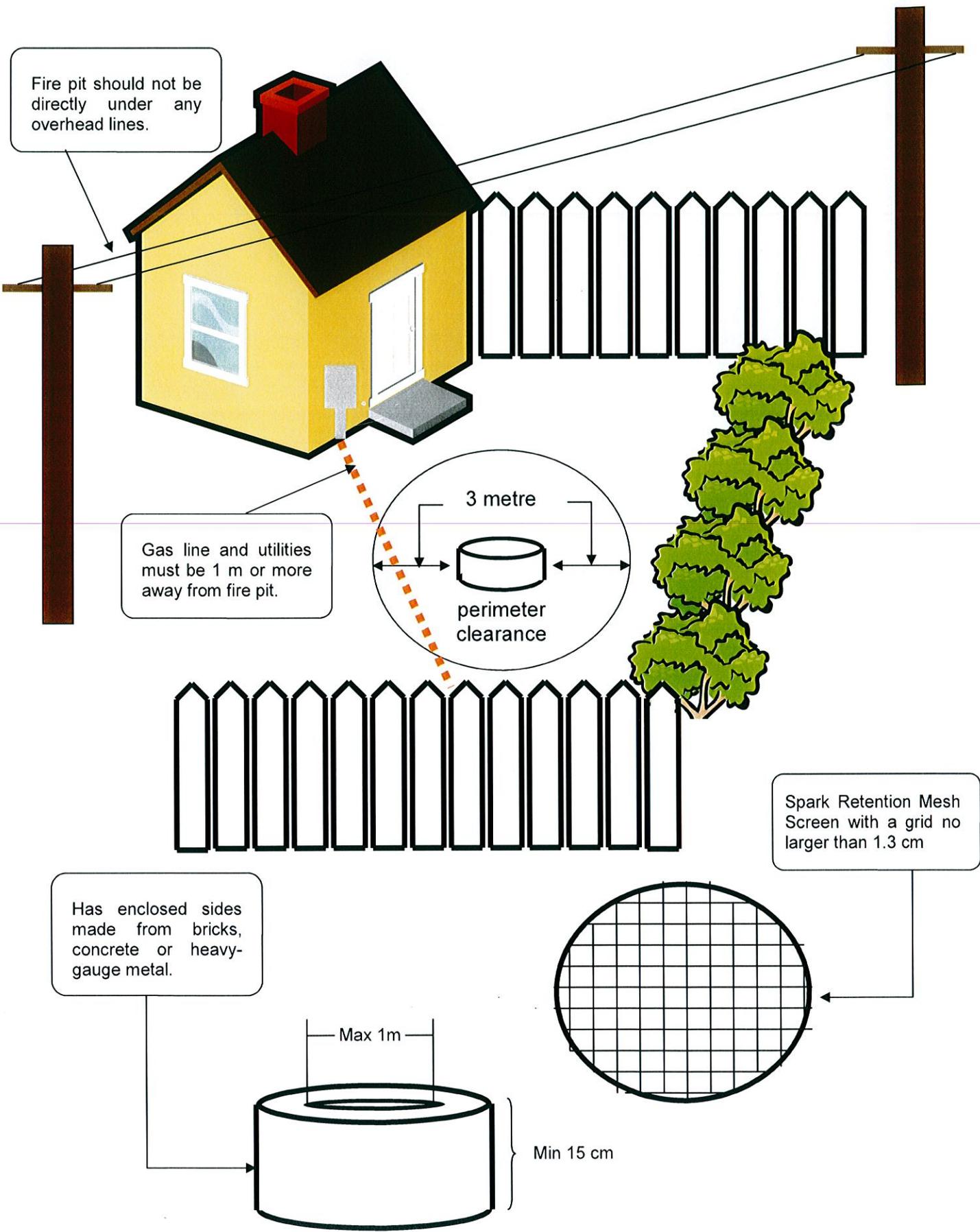
- 17.1 Bylaw No. 600/15 is hereby repealed.

**FIRE SERVICES BYLAW NO. 605/15**  
**SCHEDULE "A"**  
**RATES, FEES AND CHARGES**

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

1. That the following charges be levied to the owner or occupant of any land within the Village with regard to each fire call that is answered by a Fire Department with respect to that land:
  - a. \$300.00 per unit per hour, or part thereof, for utilization of firefighting trucks, and
  - b. \$100.00 per unit per hour, or part thereof, for utilization of fire support vehicles.
  - c. The minimum charge shall be \$500.00 per call. The minimum charge for a false alarm shall be \$100.00.
  - d. Council reserves the right to charge additional fees in the event the fire call requires the services of additional equipment and/or Fire Department(s) in accordance with mutual aid agreements.
  - e. Should circumstances arise that no Fire Protection equipment is required, the Village of Bawlf reserves the right to charge the ratepayer the actual labour charges incurred by the Fire Department(s).
2. That the following charges be levied to the owner or occupant of any land within the Village with regard to improper usage of a recreational fire pit:
  - a. First offence, warning.
  - b. Second and all offences thereafter, \$100.00 per offence.
3. Fireworks Permit Application, \$50.00
4. Burning during a fire restriction, \$300.00.
5. Annual Recreational Fire Pit Burn Permit \$20.00
6. That, in the event the amount invoiced by the Village of Bawlf to an owner or occupant of land remains unpaid after thirty (30) days of the date of mailing of said document, that the amount so due be charged as taxes due and owing in respect of that land.

# Schedule "B"



**VILLAGE OF BAWLF**  
**Request for Decision (RFD)**

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>August 19, 2015</b>
<b>Originated By:</b>	<b>Tracy M. Stewart-Acting CAO</b>
<b>Title:</b>	<b>Burn/Compost Area</b>

**BACKGROUND/PROPOSAL:**

The Village office and Public Works have been dealing with improper usage issues for over a year now.

Even after numerous warning of what and where brush and compost items can be dumped, residents are still using this area as a garbage pit.

Public Works is constantly having to remove items and dispose of them.

The burn pile area has been closed again due to flooding; residents have taken it upon themselves to drive on the South side of the water treatment plant to access the closed area and have damaged the grass by causing deep muddy ruts.

The whole point in closing the burn pile was so that until the water could dissipate and Public Works could get in there to clean it up, no more "brush" would be added to the pile.

We have had numerous residents come in to the office letting us know about the garbage, wood with nails, shingles, etc. that has been put in the "brush" burn pile.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Administration, along with Public Works, is proposing that we permanently close the burn pile and compost area.

It is a *privilege* for the residents of Bawlf but when PW has to spend more time removing garbage and items from there and hauling away to the County, then it is more labor intensive and costly than necessary.

Residents cannot seem to adhere to the "rules & regulations" even after repetitive warnings in the Village Voice.

Administration/PW feels that even if it was monitored with a camera, the cost involved with that as well as follow up procedures, still does not merit keeping it open.

**COSTS/SOURCE OF FUNDING (if applicable)**

n/a

**RECOMMENDED ACTION:**

That Bawlf Council approve the permanent closing of the burn/compost pile area.



**VILLAGE OF BAWLF**  
**Request for Decision (RFD)**

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	
<b>Originated By:</b>	<b>Tracy M. Stewart-Acting CAO</b>
<b>Title:</b>	<b>Camrose County Bylaw Services – Sample Contract</b>

**BACKGROUND/PROPOSAL:**

Further to July 15 Council Meeting **Motion 100/15 Moved by** Deputy Mayor Thompson to direct Administration to research what Camrose County has to offer for bylaw services in the Village. **CARRIED**, I have been speaking with Mike Kuzio, Manager, Protective Services, with the County of Camrose and he has informed me that the County will be taking over the bylaw services for most of the member municipalities since the termination of Alberta Animal Services contract.

It is up to us how often and what exact services we would like to obtain.

The following example contract is for a member municipality who is requesting bylaw services on a complaint basis only as specified in Section 6 b).

I have amended/added in red what I feel the Village would like to see happen.

Nothing is carved in stone as they are quite open and willing to work with us to enhance our bylaw within the Village.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Our budget balance for 2015 is \$2300 which works out to approximately 24 man hours for bylaw services.

I propose that we allocate some hours immediately for speeding; where/when do you propose they park themselves?

I would also like to allocate some hours for the first week of school for the same purpose.

What would Council like to see happen and in what area do you feel we should be pursuing?

Once Council determines what requirements they feel the Village would benefit from, then Administration will amend the sample contract to a draft contract for Council approval.

**COSTS/SOURCE OF FUNDING (if applicable)**

\$95.00/hr

**RECOMMENDED ACTION:**

That Bawlf Council approve using the County of Camrose Bylaw services and direct Administration to amend contract with Village services.

This Agreement entered into this 16<sup>th</sup> day of July, 2015

Between:

Camrose County  
A Municipal Corporation in the Province of Alberta  
(hereinafter called the County)

-and-

The Village of Edberg  
A Municipal Corporation in the Province of Alberta  
(hereinafter called the Village)

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### **Community Peace Officer Services Agreement**

1. WHEREAS the County has entered and may be entering into employment contracts with Peace Officer(s) to supply Peace Officer Services to the County;
2. AND WHEREAS the Village desires to enter into an agreement with the County to obtain Peace Officer Services within the boundaries of the Village;
3. AND WHEREAS the Peace Officer(s) employed by the County have been appointed by the Alberta Solicitor General as having jurisdiction to enforce within the boundaries of the County:
  - a) The following Provincial Legislation: the Animal Protection Act, the Environmental Protection and Enhancement Act (Part 9, Division 2), the Gaming and Liquor Act (Part 3, and Part 5 as it relates to the enforcement of Part 3), the Provincial Offences Procedures Act, the Traffic Safety Act, the Petty Trespass Act, the Highways Development and Protection Act.
4. AND WHEREAS Section 42 of the Police Act, Chapter P-17 of the Statutes of Alberta, 2000, requires that an agreement is entered into between the County and the Village respecting the provisions of Peace Officer Services through the employment of Peace Officers.
5. NOW THEREFORE this Agreement witnesses that in consideration of the terms and conditions contained in this agreement, the County and the Village agree as follows:
  - a) The term of this Agreement shall be for 1 year effective on the date that this agreement is signed and shall be reviewed prior to this contract terminating.

6. The County agrees to supply to the Village, Peace Officer Services through the Peace Officer(s) employed by the County. The Peace Officer Services provided to the Village shall mean:
  - a) Enforcement of the Provincial Legislation within the boundaries of the Village.
  - b) The County agrees to supply Peace Officer Services to the Village on a "Complaint" by "Complaint" basis, as requested by the Village.
  - c) Enforcement of the Village By-laws within the boundaries of the Village.
    - i) The Village will provide the County with a list of Village By-laws in addition to, written notice advising of any amendments or new By-laws that are coming into force. The County reserves the right to decline the request to enforce a By-law.
  - d) Fulfillment of the above to a level of service similar to that provided by the Peace Officer(s) to the County.
7. The Village agrees to pay the County the sum of \$95.00 per hour for the services of the Peace Officer(s). The Village will be invoiced for the Peace Officer Services monthly. The Village shall pay the invoiced amount within thirty (30) days of the invoice date.
8. Time spent travelling to and from the Village shall not be included in the calculation of hours of service provided. Time spent during the performance of court duties, administration and disciplinary proceedings stemming from Peace Officer Services provided in the Village shall be included in the calculation of hours of service provided.
9. Under circumstances where a Village is entitled to receipt of such fines or penalties, the Village shall receive all fines or penalties relating to the enforcement of Provincial Statutes and Village By-laws as generated from the Peace Officer Service supplied pursuant to this agreement.
10. The County shall add the Village as a named insured under the County's general liability insurance policy, for the purposes of the services provided under this Agreement. The County shall maintain this insurance coverage in full force and effect throughout the duration of this Agreement. Costs associated with the implementation of this clause will be included in the monthly rate for services provided.
11. The County agrees to be liable for the actions of the Peace Officer(s) while on duty or otherwise supplying Peace Officer Services to the Village pursuant to this Agreement. Subject to other terms of this Agreement, the County agrees to absorb all expenses associated with providing the Peace Officer Services in the Village, including office supplies, equipment, training and education, uniforms, travel, employee salary and benefits.

12. The Village shall receive from the County, monthly reports on all Peace Officer Services supplied by the Peace Officer(s) to the Village. These monthly reports shall include the date and time spent in the Village, a description of any incident dealt with, the number of tickets or warnings issued, and the monetary amount of fines issued.
13. The Village acknowledges that any complaint received by it with respect to the provision of Peace Officer Services by Peace Officers pursuant to this Agreement shall be immediately forwarded to the Manager of Protective Services. Any disciplinary action taken against the Peace Officer(s) as a result of a complaint shall be administered by the County Peace Officer Services Disciplinary Procedure. Should a Peace Officer be suspended or dismissed in accordance with the Camrose County Peace Officer Services Disciplinary Policy, the Peace Officer Services provided, may be reduced on a pro-rated basis. Should the Peace Officer Services be reduced as mentioned above, then the agreed cost to the Village will similarly be reduced on a pro-rated basis.
14. Should Camrose County's Authorization to Employ Peace Officers, issued by Alberta Solicitor General be terminated, then this agreement will similarly immediately be terminated.
15. Notwithstanding clause 14 above, either party may terminate this Agreement without cause by providing six (6) months written notice to the other.
16. Notwithstanding clauses 14 and 15 above, this Agreement may be terminated within three (3) months if both parties agree to the termination.

In Witness of the Foregoing, the parties have executed this Agreement, as of the aforementioned day and year.

Camrose County

Village of Edberg

Per:

Per:

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
County Administrator

\_\_\_\_\_  
Village Administrator