



County of Wetaskiwin No. 10

Council Plan

Period: 2016 - 2019

GOAL: 1 Provide Strong Governance and Leadership

OUTCOME: 1.1 Develop Bylaws for the benefit of the ratepayers.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 1.1.1 Develop effective planning documents which can be updated as needed.			
(REJECTED) Review Restrictive Covenants in relation to development.	6100 Planning and Development	01/01/2016	31/12/2016
Approve Land Use Bylaw (LUB) upon completion of full review with public.	6100 Planning and Development	01/01/2016	31/12/2016
Contract engineer to review policy #6615 Pavement and Per Lot Road Contribution Fee on an annual basis to ensure costs reflect current market conditions.	6100 Planning and Development	01/01/2016	31/12/2016
Contract engineers to review off site levy values based on engineering studies every 5 years.	6100 Planning and Development	01/01/2016	31/12/2016
Develop area concept plan studies to best determine suitable land uses at a rate of one plan every five years.	6100 Planning and Development	01/01/2018	31/12/2018
Develop Intermunicipal Development Plan with Town of Millet.	6100 Planning and Development	01/01/2016	31/12/2016
Develop off site levy bylaws for all utility systems.	6100 Planning and Development	01/01/2016	31/12/2016
Develop policy to reflect costs associated with processing applications for Area Structure Plans (ASP), engineering reviews and staff time.	6100 Planning and Development	01/01/2016	31/12/2016
Investigate a Bylaw to restrict and enforce field systems that do not meet Environmental guidelines and/or mandatory hookups.	6100 Planning and Development	01/01/2016	31/12/2016
Investigate provisions for developers to pay for inspections on subdivisions through the development agreement.	6100 Planning and Development	01/01/2016	31/12/2016
Review existing Intermunicipal Development Plan documents.	6100 Planning and Development	01/01/2016	31/12/2016

OUTCOME: 1.2 Operate with fiscal responsibility and transparent governance.

ACTION	BUSINESS UNIT	START DATE	END DATE
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OUTCOME: 1.2 Operate with fiscal responsibility and transparent governance.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 1.2.1 Develop a three year operating budget to better make long term decisions.			
Apply for grant funding when available and utilize Reserves when applicable to offset funding.	1202 Financial Services	01/01/2016	31/12/2016
Budget \$7,500 each for Pigeon Lake Chamber and Wetaskiwin Chamber and develop policy for expectations of Chamber funding.	1202 Financial Services	01/01/2016	31/12/2016
Effectively manage the finances and resources of Financial Management.	1202 Financial Services	01/01/2016	31/12/2016
Increase taxes by \$226,000 annually for long term borrowing to complete major capital projects.	1202 Financial Services	01/01/2016	31/05/2016
Effectively manage the finances and resources of the County.	1000 Taxation & Requisitions	01/01/2016	31/12/2016
Effectively manage the finances of cemetery funds.	5600 Cemeteries	01/01/2016	31/12/2016
Effectively manage the finances and resources of Public Works Administration	3201 PW Administration	01/01/2016	31/12/2016
Effectively manage the finances and resources of Disaster Management.	2400 Disaster Services	01/01/2016	31/12/2016
Effectively manage the finances and resources of Utility Administration Program	4000 Utility Services	01/01/2016	31/12/2016
Effectively manage the finances and resources of Planning & Development	6100 Planning and Development	01/01/2016	31/12/2016
Effectively manage finances and resources of Information Technology	1205 Information Services	01/01/2016	31/12/2016
Effectively manage the finances and resources of Mechanical Services.	3202 PW Fleet Management	01/01/2016	31/12/2016
Effectively manage the finances and resources of Road Oiling and Surfacing Program	3207 PW Oiling	01/01/2016	31/12/2016
Develop a 5 year plan for maintenance of parks facilities (ie. cookhouse, showers, docks, etc.) and provide to Council for approval.	7200 Parks and Recreation Facilities	01/01/2016	31/12/2016
Effectively manage the finances and resources of Parks and Recreation Facilities.	7200 Parks and Recreation Facilities	01/01/2016	31/12/2016
Effectively manage the finances and resources of Road Maintenance	3205 PW Maintenance	01/01/2016	31/12/2016

OUTCOME: 1.2 Operate with fiscal responsibility and transparent governance.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 1.2.1 Develop a three year operating budget to better make long term decisions.			
Budget \$140,000 to building replacement reserve.	1216 Building Maintenance	31/01/2016	31/12/2016
Effectively manage the finances and resouces of Building Maintenance.	1216 Building Maintenance	01/01/2016	31/12/2016
Effectively manage the finances and resouces of Bylaw Management	2101 Bylaw Enforcement	01/01/2016	31/12/2016
Effectively manage the finances and resouces of Dog Control	2101 Bylaw Enforcement	01/01/2016	31/12/2016
Effectively manage the finances and resouces of Health and Safety Committee	2301 Health and Safety Services	01/01/2016	31/12/2016
Effectively manage the finances and resouces of Health and Safety Program	2301 Health and Safety Services	01/01/2016	31/12/2016
Effectively manage the finances and resources of Community Peace Officer Program	2100 Protective Services	01/01/2016	31/12/2016
Effectively manage the finances and resources of Wastewater Systems.	4200 Wastewater Services	01/01/2016	31/12/2016
Effectively manage the finances and resources of Funded Projects	3203 PW Funded Projects	01/01/2016	31/12/2016
Effectively manage the finances and resources of Water Systems.	4100 Water Services	01/01/2016	31/12/2016
Effectively manage the finances and resources of Administration.	1201 Administration	01/01/2016	31/12/2016
Effectively manage the finances and resources of Communications	1215 Communications	01/01/2016	31/12/2016
Effectively manage the finances and resources of Gravel Sourcing Program.	3208 PW Gravelling	01/01/2016	31/12/2016
Effectively manage the finances and resources of Road Construction.	3206 PW Road Construction	01/01/2016	31/12/2016
Effectively manage the finances and resources of FCSS.	5100 Family and Community Support Services	01/01/2016	31/12/2016
Effectively manage the finances and resouces of Fire Fighting	2300 Fire Services	01/01/2016	31/12/2016
Effectively manage finances and resources of Council Services	1100 Legislative Services	01/01/2016	31/12/2016
Effectively manage the finances and resources of Library Funds.	7400 Library	01/01/2016	31/12/2016

OUTCOME: 1.2 Operate with fiscal responsibility and transparent governance.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 1.2.1 Develop a three year operating budget to better make long term decisions.			
Effectively manage the finances and resources of Recycling.	4300 Solid Waste Management	01/01/2016	31/12/2016
Effectively manage the finances and resources of Solid Waste Management.	4300 Solid Waste Management	01/01/2016	31/12/2016
Effectively manage the finances and resources of the Garbage Haul Contracts.	4300 Solid Waste Management	01/01/2016	31/12/2016
Effectively manage the finances and resources of Transfer Stations.	4300 Solid Waste Management	01/01/2016	31/12/2016
Effectively manage the finances and resources of Agriculture Services Administration.	6200 Agriculture	01/01/2016	31/12/2016
Effectively manage the finances and resources of Pest Management.	6200 Agriculture	01/01/2016	31/12/2016
Effectively manage the finances and resources of Producer Awareness.	6200 Agriculture	01/01/2016	31/12/2016
Effectively manage the finances and resources of Vegetation Management.	6200 Agriculture	01/01/2016	31/12/2016
Effectively manage the finances and resources of Water Management.	6200 Agriculture	01/01/2016	31/12/2016
STRATEGY: 1.2.2 Ensure Elected Officials and appointed Boards have all necessary information in order to make informed decisions on issues.			
Complete annual audit.	1202 Financial Services	01/01/2016	30/06/2016
Require Subdivision and Development Appeal Board (SDAB) members to attend training initiatives as they become available.	6100 Planning and Development	01/01/2016	31/12/2016

OUTCOME: 1.2 Operate with fiscal responsibility and transparent governance.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 1.2.3 Provide timely, meaningful information for target audiences.			
Provide budget variance and costing reports to Council and Directors.	1202 Financial Services	01/01/2016	31/12/2016
Educate public on requirements for Development permits and Safety Codes permits.	6100 Planning and Development	01/01/2016	31/12/2016
Develop and expand the website to provide information and services to staff, Councillors and the public.	1205 Information Services	01/01/2016	31/12/2016
Educate ratepayers regarding measures the County has taken to provide road maintenance.	3205 PW Maintenance	01/01/2016	31/12/2016
Coordinate Town Hall meetings to review policing issues and educate ratepayers on levels of law enforcement by December 31, 2017.	2100 Protective Services	01/01/2016	31/12/2016
Conduct regular meetings with Directors, staff and council.	1201 Administration	01/01/2016	31/12/2016
Provide administrative services via a satellite office at the Winfield shop.	1201 Administration	01/01/2016	31/12/2016
Coordinate and distribute Resident Newsletter and Staff Newsletter.	1215 Communications	01/01/2016	31/12/2016
Coordinate annual Ambassador Information Session to review key areas of the organization.	1215 Communications	01/01/2016	01/12/2016
Coordinate local events including Trade Shows and Job Fairs.	1215 Communications	01/01/2016	31/12/2016
Coordinate Open House at County Office in spring and Buck Lake in summer.	1215 Communications	01/01/2016	31/08/2016
Coordinate participation in various publication opportunities.	1215 Communications	01/01/2016	31/12/2016
Coordinate Strategic and Business Planning Workshop.	1215 Communications	01/04/2016	31/12/2016
Develop workplan based on Smart Communities Communications & Engagement workshop from survey results.	1215 Communications	01/09/2016	31/12/2016
Review and update the Communications Plan annually.	1215 Communications	01/01/2016	31/12/2016

OUTCOME: 1.2 Operate with fiscal responsibility and transparent governance.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 1.2.3 Provide timely, meaningful information for target audiences.			
Review minutes and work with Recording Secretaries on agenda preparation and minute transcription through Call2Order.	1215 Communications	01/01/2016	31/12/2016
Increase awareness of FCSS programs and funding opportunities	5100 Family and Community Support Services	01/01/2016	31/12/2016
Educate ratepayers for the need for fire permits.	2300 Fire Services	01/01/2016	31/12/2016
Educate ratepayers regarding available fire fighting services and the need for adequate fire fighting insurance.	2300 Fire Services	01/01/2016	31/12/2016
Educate and encourage environmental stewardship along riparian areas and around lakes.	6200 Agriculture	01/01/2016	31/12/2016
Educate public regarding problems with flooding issues due to beavers.	6200 Agriculture	01/01/2016	31/12/2016
Educate residents regarding control strategies and options for the prevention of pests.	6200 Agriculture	01/01/2016	31/12/2016
Educate the public on control techniques other than poison for ground squirrel control	6200 Agriculture	01/01/2016	31/12/2016
Educate the public regarding prohibited noxious and noxious weeds.	6200 Agriculture	01/01/2016	31/12/2016
Educate the public regarding the development of shelterbelts.	6200 Agriculture	01/01/2016	31/12/2016
Educate the public regarding workshops, conferences and tours pertaining to agriculture production.	6200 Agriculture	01/01/2016	31/12/2016
Educate the public through the Environmental stream of the ASB Grant program on sustainable agriculture practices.	6200 Agriculture	01/01/2016	31/12/2016

OUTCOME: 1.2 Operate with fiscal responsibility and transparent governance.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 1.2.4 Ensure organization has all necessary information in order to carry out the governance function.			
Prepare final budget for the current fiscal year for Council approval.	1202 Financial Services	01/01/2016	31/05/2016
Prepare interim budget for the upcoming fiscal year for Council approval.	1202 Financial Services	01/09/2016	31/12/2016
Develop 5 year plan for data storage and archives	1205 Information Services	01/01/2016	31/12/2016
Implement a 5 year cycle for air photo commencing in 2013.	1205 Information Services	01/01/2016	31/12/2016
Implement a 5 year cycle for the collection of GIS Video data collection commencing in 2013.	1205 Information Services	01/01/2016	31/12/2016
Protect personal information as required under provincial and federal legislation (FOIP and PIPA)	1205 Information Services	01/01/2016	31/12/2016
Store information centrally in the vault, or other designated areas	1205 Information Services	01/01/2016	31/12/2016
Promote the Health and Safety Program.	2301 Health and Safety Services	01/01/2016	31/12/2016
Promote strategic planning as a part of the County's culture.	1201 Administration	01/01/2016	31/12/2016
Coordinate promotional advertising opportunities, weekly advertising, and administer Promotional Products Distribution Policy 1211 and Volunteer Recognition Policy 1210.	1215 Communications	01/01/2016	31/12/2016
Review FCSS Policies	5100 Family and Community Support Services	01/01/2016	31/12/2016
(REJECTED) Develop policy outlining options for prayer at Council.	1100 Legislative Services	01/01/2016	31/12/2016
Develop policy outlining options for singing "Oh Canada" at Council meeting. (Procedural Bylaw)	1100 Legislative Services	01/01/2016	31/12/2016

OUTCOME: 1.2 Operate with fiscal responsibility and transparent governance.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 1.2.5 Purchase and upgrade of hardware and software necessary to provide necessary technology tools.			
Automate the manual processes within the County wherever possible.	1205 Information Services	01/01/2016	31/12/2016
Ensure hardware has the capability to keep the system available 24/7 for staff and other stakeholders (website access).	1205 Information Services	01/01/2016	31/12/2016
Use a three-year replacement plan for computers and printers in order to develop and maintain the infrastructure necessary to house the County information system.	1205 Information Services	01/01/2016	31/12/2016
STRATEGY: 1.2.7 Build and foster partnerships with external stakeholders to provide services.			
Contract West Central Planning Agency (WCPA) to process subdivisions and provide planning assistance.	6100 Planning and Development	01/01/2016	31/12/2016
Participate as a member in the Joint Economic Development Initiative.	6101 Economic Development	01/01/2016	31/12/2016
STRATEGY: 1.2.8 Ensure organization complies with all legislative requirements.			
Complete annual assessment, appeal and taxation processes.	1203 Assessment	01/01/2016	31/12/2016
Ensure that CARB and LARB members and Council members receive the required Provincial training.	1203 Assessment	01/01/2016	31/12/2016
Identify requirements of working alone legislation	1205 Information Services	01/01/2016	31/12/2016
Identify and implement requirements of working alone legislation	2301 Health and Safety Services	01/01/2016	31/12/2016
Ensure Alberta Environment guidelines are met.	4200 Wastewater Services	01/01/2016	31/12/2016
STRATEGY: 1.2.9 Liaise with provincial and federal departments and agencies.			
Lobby government for changes in current programs.	1201 Administration	01/01/2016	31/12/2016
Communicate with Alberta Infrastructure and Transportation to be more diligent on weed control on Primary and Secondary Highways	6200 Agriculture	01/01/2016	31/12/2016

OUTCOME: 1.3 Maintain a positive corporate culture within the organization.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 1.3.1 Recruit and retain employees.			
Ensure compensations levels are consistent with industry standards to attract and retain employees.	1201 Administration	01/01/2016	31/03/2016
Ensure employees have the right tools to work with to enable them to carry out their assigned duties.	1201 Administration	01/01/2016	31/12/2016
Ensure staffing levels are appropriate to meet service levels.	1201 Administration	01/01/2016	31/12/2016
Hire additional FTE for Planning & Development.	1201 Administration	01/01/2016	31/12/2016
Participate in the Municipal Internship Program through Municipal Affairs.	1201 Administration	01/01/2016	31/12/2016
Review mileage rates.	1201 Administration	01/01/2016	31/12/2016
STRATEGY: 1.3.2 Provide training opportunities for staff that benefits both the organization and staff.			
Provide training opportunities with relation to Information Services.	1205 Information Services	01/01/2016	31/12/2016
Provide training for fire department members.	2300 Fire Services	01/01/2016	31/12/2016
Provide training for fire guardians in spring each year.	2300 Fire Services	01/01/2016	30/04/2016
Implement Alberta Association of Municipal Districts and Counties training for Council	1100 Legislative Services	01/01/2016	31/12/2016
STRATEGY: 1.3.3 Provide assistance to other County departments.			
Assist Bylaw Enforcement in the enforcement of pertinent Bylaws.	6100 Planning and Development	01/01/2016	31/12/2016
Participate in planning and execution of Emergency Management Plan	5100 Family and Community Support Services	01/01/2016	31/12/2016

GOAL: 2 Ensure Safe Communities**OUTCOME: 2.1 Ensure the safety of the public and employees.**

<i>ACTION</i>	<i>BUSINESS UNIT</i>	<i>START DATE</i>	<i>END DATE</i>
STRATEGY: 2.1.1 Enforce Bylaws to ensure compliance.			
Conduct regular inspections to ensure developments are completed according to signed agreements and permits.	6100 Planning and Development	01/01/2016	31/12/2016
Be reactive to bylaw enforcement issues.	2101 Bylaw Enforcement	01/01/2016	31/12/2016
Develop policy for recovering costs associated with bylaw enforcement.	2101 Bylaw Enforcement	01/01/2016	31/12/2016
Educate all residents regarding Municipal Reserve & Environmental Reserve uses and development regulations and continue spot enforcement of issues based on complaints.	2101 Bylaw Enforcement	01/01/2016	31/12/2016
Educate public on bylaw regulations and rules in an effort to encourage voluntary compliance.	2101 Bylaw Enforcement	01/01/2016	31/12/2016
Utilize patrols as an effective means to educate and conduct enforcement of dog control bylaw.	2101 Bylaw Enforcement	01/01/2016	31/12/2016
STRATEGY: 2.1.2 Enforce Provincial Laws to protect the general public.			
Collaborate with the local RCMP Detachments.	2100 Protective Services	01/01/2016	31/12/2016
Comply with Provincial Public Security Peace Officer Program Policy & Procedures Manual.	2100 Protective Services	01/01/2016	31/12/2016

OUTCOME: 2.1 Ensure the safety of the public and employees.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 2.1.3 Provide programs and services to protect life and property.			
Create a Critical Incident Debriefing Plan	2400 Disaster Services	01/01/2016	31/12/2016
Develop a plan and complete set-up of satellite Emergency Coordination Centre (ECC) at various locations throughout the County.	2400 Disaster Services	01/01/2016	31/12/2016
Maintain actions to meet the Site Remediation Risk Management Plan for the Old Public Works site in Wetaskiwin.	2400 Disaster Services	01/01/2016	31/12/2016
Provide Critical Incident Stress Debriefing (CISD) for persons who have participated in an emergency event.	2400 Disaster Services	01/01/2016	31/12/2016
Review and update the Municipal Emergency Plan (MEP) annually.	2400 Disaster Services	01/01/2016	31/12/2016
Review the emergency response procedures and train staff to ensure they have the knowledge and confidence to deal with a variety of emergency situations, including incidents of workplace violence, confined space rescue, and utilities damage.	2400 Disaster Services	01/01/2016	31/12/2016
Maintain the Certificate of Recognition (COR) by meeting the Partners in Injury Reduction (PIR) and Health and Safety Program requirements.	2301 Health and Safety Services	01/01/2016	31/12/2016
Prepare for the annual Audit of the County of Wetaskiwin Health and Safety Program.	2301 Health and Safety Services	01/01/2016	31/12/2016
Promote the use of a modified work program that was developed to reduce the impact of workplace incidents, manage injury claims and reduce the risk of liability.	2301 Health and Safety Services	01/01/2016	31/12/2016
Review the emergency response procedures and train staff to ensure they have the knowledge and confidence to deal with a variety of emergency situations, including incidents of workplace violence, confined space rescue, and utilities damage.	2301 Health and Safety Services	01/01/2016	31/12/2016
Conduct various public relations initiatives, including presentation to local high schools on safety initiatives, rural crime watch meetings and positive ticket program.	2100 Protective Services	01/01/2016	31/12/2016

OUTCOME: 2.1 Ensure the safety of the public and employees.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 2.1.3 Provide programs and services to protect life and property.			
Maintain a 24 hour answering service to receive complaints and concerns from the general public.	2100 Protective Services	01/01/2016	31/12/2016
Assist each Fire Department to develop a 5 year plan for recruiting and retaining volunteers.	2300 Fire Services	01/01/2016	31/12/2016
Develop a Maintenance Plan for emergency equipment. (ie. in-house, out-sourced, requirements for temporary replacement equipment during servicing)	2300 Fire Services	01/01/2016	31/12/2016
Develop Standard Operating Fire Fighting Guidelines (SOG).	2300 Fire Services	01/01/2016	31/12/2016
Monitor all compliance issues for Health and Safety must be addressed on an ongoing basis.	2300 Fire Services	01/01/2016	31/12/2016
Review Mutual Aid Agreements annually to ensure agreements are in place with applicable organizations and neighboring municipalities.	2300 Fire Services	01/01/2016	31/12/2016
Review of current Fire By-Laws.	2300 Fire Services	01/01/2016	31/12/2016
Update the Strategic Fire Plan, every 5 years, by engaging the fire department members, Fire Board members, the public and community groups, by invitation where possible.	2300 Fire Services	01/01/2017	31/12/2017

OUTCOME: 2.1 Ensure the safety of the public and employees.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 2.1.4 Provide a safe and cost effective water system that adheres to all provincial and federal licensing guidelines and legislation.			
Ensure Alberta Environment Guidelines are met or exceeded.	4100 Water Services	01/01/2016	31/12/2016
Increase rates by 4% or CPI, whichever is higher for all water systems.	4100 Water Services	01/01/2016	31/12/2016
Investigate options to expand water systems to increase users of system.	4100 Water Services	01/01/2016	31/12/2016
Investigate provincial and federal funding for water projects.	4100 Water Services	01/01/2016	31/12/2016
Investigate regional water system for future economic growth in the Millet area.	4100 Water Services	01/01/2016	31/12/2016
Maintain a water system in the Hamlet of Gwynne.	4100 Water Services	01/01/2016	31/12/2016
Maintain a water system in the Hamlet of Mulhurst Bay.	4100 Water Services	01/01/2016	31/12/2016
Maintain a water system in the Hamlet of Winfield.	4100 Water Services	01/01/2016	31/12/2016

GOAL: 3 Maintain & Upgrade Municipal Assets

OUTCOME: 3.1 Maintain a safe, effective road network.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 3.1.1 Proactive development of gravel resources			
Crush gravel to provide a 3 year minimum and a maximum 5 year gravel inventory ready for use.	3208 PW Graveling	01/01/2016	31/12/2016
Develop a plan to strive towards self sufficiency to control costs on gravel extraction, reclamation and equipment and present to council.	3208 PW Graveling	01/01/2016	31/12/2016
Obtain and maintain a 50 year gravel supply for the entire County with everything over 50 years to be sold at market value with funds to be used for paving the road infrastructure.	3208 PW Graveling	01/01/2016	31/12/2016
STRATEGY: 3.1.2 Proactive repair and maintenance of bridge infrastructure as closing of bridges is not an option.			
Budget annually \$835,000 for bridge funding for maintenance, repair and replacement.	3203 PW Funded Projects	01/01/2016	31/12/2016
Maintain a Three Year Bridge Plan based on approved engineering practices for major repairs and replacement of bridge structures eligible for Guidelines and Principles (GAP) and other funding and present to Council for annual approval.	3203 PW Funded Projects	01/01/2016	31/12/2016
Perform annual maintenance of bridges based on Bridge Inspection Maintenance (BIM) reports.	3203 PW Funded Projects	01/01/2016	31/12/2016

OUTCOME: 3.1 Maintain a safe, effective road network.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 3.1.3 Proactive maintenance of the road network and associated infrastructure.			
Amend Snowplowing Regulations for Private Driveway Policy #3218 with cost increase for snowplow flags to \$60 effective September 1, 2016.	3204 PW Patrols	01/01/2016	31/12/2016
Maintain the road network utilizing a combination of County owned and contract motor graders.	3204 PW Patrols	01/01/2016	31/12/2016
Provide residential snowplowing of private driveways as per Policy.	3204 PW Patrols	01/01/2016	31/12/2016
Ensure that dust generated as a result of County operations does not have a negative impact on residents living adjacent to these operations and facilities (including gravel hauls, construction and County owned facilities, as per Dustcapping Program Policy 3201).	3207 PW Oiling	01/01/2016	31/12/2016
Maintain and replace existing oiled roads subject to appropriate base in place. If the base does not support the oiled product, replacement of existing oil surface will be with a dust control product. Any standard higher than that will be by local improvement.	3207 PW Oiling	01/01/2016	31/12/2016
Requests for new oiling within a hamlet or subdivision are to be done through the local improvement process.	3207 PW Oiling	01/01/2016	31/12/2016
Implement brushing program, with priority given to maintenance issues, sight lines and hot spots.	3205 PW Maintenance	01/01/2016	31/12/2016
Update Rural Road Study every five years and report to Council. (2016)	3205 PW Maintenance	01/01/2016	31/12/2016
Budget annually \$62,000 for Hamlet infrastructure improvements. (Previously Street Improvement Program (SIP) funding) In accordance with the five year Hamlet Street Improvement plan.	3203 PW Funded Projects	01/01/2016	31/12/2016
Develop a plan for utilization of half of the Clearwater funds currently in Public Works general reserves, utilized for projects or debenture payments, with the other half allocated to Division 7 projects/reserve, and present to Council for approval.	3203 PW Funded Projects	01/01/2016	31/12/2016
Develop long term plan for capital improvements in the hamlets.	3203 PW Funded Projects	01/01/2016	31/12/2016

OUTCOME: 3.1 Maintain a safe, effective road network.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 3.1.3 Proactive maintenance of the road network and associated infrastructure.			
Maintain a plan for utilization of MSI funding based on the following percentages: (20% Road Oiling, 35% Road Construction, 25% Paving, 20% Buck Lake Access Road).	3203 PW Funded Projects	01/01/2016	31/12/2016
Update and evaluate MSI plan annually for Council approval. (review existing paved inventory/bridges, complete projects already started, utilize rural road study, traffic counts, needs assessment, to help determine priorities)	3203 PW Funded Projects	01/01/2016	31/12/2016
Budget \$50,000 for implementing alternative methods for road stabilization to achieve long term sustainability of roads	3208 PW Graveling	01/01/2016	31/12/2016
Budget to maintain a minimum \$300,000 Gravel Contingency.	3208 PW Graveling	01/01/2016	31/12/2016
Gravel 1/3 of all gravel roads annually with the majority of the program to be completed in the winter.	3208 PW Graveling	01/01/2016	31/12/2016
Investigate the costs of paving versus graveling and report to Council.	3208 PW Graveling	01/01/2016	31/12/2016
Investigate lip pull procedures in other municipalities and report back to Council.	3206 PW Road Construction	01/01/2016	31/12/2016
Implement an effective integrated vegetation management program to control noxious and prohibited noxious weeds in right of ways.	6200 Agriculture	01/01/2016	31/12/2016
STRATEGY: 3.1.4 Proactive protection of the road network and associated infrastructure.			
Participate as a facilitator in water management projects where County infrastructure is affected.	6200 Agriculture	01/01/2016	31/12/2016
STRATEGY: 3.1.5 Proactive construction of the road network and associated infrastructure.			
Budget \$1,869,000 for road construction annually and complete projects.	3206 PW Road Construction	01/01/2016	31/12/2016
Update and implement the Five Year Construction Plan for annual Council approval.	3206 PW Road Construction	01/01/2016	31/12/2019

OUTCOME: 3.1 Maintain a safe, effective road network.

<i>ACTION</i>	<i>BUSINESS UNIT</i>	<i>START DATE</i>	<i>END DATE</i>
STRATEGY: 3.1.6 Provide reactive beaver control measures.			
Provide beaver control measures on County owned property including road allowances and water management projects.	6200 Agriculture	01/01/2016	31/12/2016
Provide beaver dam removal on private property at cost.	6200 Agriculture	01/01/2016	31/12/2016

OUTCOME: 3.2 Maintain a safe, effective vehicle and equipment pool.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 3.2.1 Purchase and maintenance of equipment.			
Update and evaluate the Ten Year Capital Plan for County equipment annually for Council approval.	3202 PW Fleet Management	01/01/2016	31/12/2016
Update and evaluate the ten year capital plan for fire equipment annually for Council approval.	2300 Fire Services	01/01/2016	31/12/2016

OUTCOME: 3.3 Maintain a safe, effective building inventory.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 3.3.1 Proactive repair and maintenance of County owned buildings.			
Continue the implementation of the 2015 Building Maintenance Operating Plans.	1216 Building Maintenance	01/01/2016	31/12/2016
Develop a plan to expand existing Administration and shop facilities and present to Council.	1216 Building Maintenance	01/01/2016	31/12/2016
Implement the 2016 Building Maintenance Operating Plans.	1216 Building Maintenance	01/01/2016	31/12/2016
Implement the 2017 Building Maintenance Operating Plans.	1216 Building Maintenance	01/01/2017	31/12/2017
Implement the 2018 Building Maintenance Operating Plans.	1216 Building Maintenance	01/01/2018	31/12/2018
Implement the 2019 Building Maintenance Operating Plans.	1216 Building Maintenance	01/01/2019	31/12/2019
Investigate Solar Power options (projects, costs, grants, carbon footprint, paybacks, pros and cons).	1216 Building Maintenance	01/01/2016	31/12/2016
Update annually the long term plan for major replacement of building infrastructure and present to Council.	1216 Building Maintenance	01/01/2016	31/12/2016

GOAL: 4 Promote Environmental Sustainability

OUTCOME: 4.1 Protect the natural environment.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 4.1.1 Provide protection for watershed areas.			
Develop a 10 year plan of water management projects that directly affect County infrastructure.	6200 Agriculture	01/01/2016	31/12/2016
Review options for partnering with adjacent municipalities to monitor quality and quantity of ground water aquifers and report to Council.	6200 Agriculture	01/01/2016	31/12/2016
STRATEGY: 4.1.2 Provide pesticide container collection sites for disposal of pesticide containers.			
Maintain one permanent pesticide container site and several temporary sites for the disposal of pesticide containers.	6200 Agriculture	01/01/2016	31/12/2016

OUTCOME: 4.1 Protect the natural environment.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 4.1.3 Provide Solid Waste management services that protects the environment.			
Maintain a Solid Waste Management Plan for annual Council approval.	4300 Solid Waste Management	01/01/2016	31/12/2016
Participate as a member in the West Dried Meat Lake Landfill Authority.	4300 Solid Waste Management	01/01/2016	31/12/2016
Partner with other Municipalities through agreements for use of transfer sites.	4300 Solid Waste Management	01/01/2016	31/12/2016
Partner with the City of Wetaskiwin to maintain a recycling center.	4300 Solid Waste Management	01/01/2016	31/12/2016
Partner with the Town of Millet to host the toxic roundup in the spring and fall annually.	4300 Solid Waste Management	01/01/2016	31/12/2016
Present alternatives for recycling as new opportunities are identified.	4300 Solid Waste Management	01/01/2016	31/12/2016
Project cost garbage hauls individually with surplus/deficits accounted for using a combined reserve.	4300 Solid Waste Management	01/01/2016	31/12/2016
Review By-law 2008/73 - Waste Management, Policy 4305 - Garbage Pick-up Service Within Hamlets and Subdivisions, and the Solid Waste Haul Contracts to ensure consistency between the three documents and present to Council for approval.	4300 Solid Waste Management	01/01/2016	31/12/2016
Review Transfer Station fees and charges.	4300 Solid Waste Management	01/01/2016	31/12/2016
Tender and analyze in house versus contract services as opportunities arise.	4300 Solid Waste Management	01/01/2016	31/12/2016

OUTCOME: 4.1 Protect the natural environment.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 4.1.4 Provide a safe and cost effective wastewater system that adheres to all provincial and federal licensing guidelines and legislation.			
Develop a 5 year plan for operations and capital for wastewater systems, including upgrades, with a priority placed on sewer expansion on the south side of Pigeon Lake.	4200 Wastewater Services	01/01/2016	31/12/2016
Increase rates by 4% or CPI, whichever is higher for all wastewater systems.	4200 Wastewater Services	01/01/2016	31/12/2016
Investigate options for charging fees to utilize lagoon facilities including expansion of other lagoons	4200 Wastewater Services	01/01/2016	31/12/2016
Investigate options to expand wastewater system to increase users of system	4200 Wastewater Services	01/01/2016	31/12/2016
Investigate provincial and federal funding for wastewater projects.	4200 Wastewater Services	01/01/2016	31/12/2016
Maintain a wastewater system in the Hamlet of Alder Flats.	4200 Wastewater Services	01/01/2016	31/12/2016
Maintain a wastewater system in the Hamlet of Falun.	4200 Wastewater Services	01/01/2016	31/12/2016
Maintain a wastewater system in the Hamlet of Gwynne.	4200 Wastewater Services	01/01/2016	31/12/2016
Maintain a wastewater system in the Hamlet of Mulhurst Bay.	4200 Wastewater Services	01/01/2016	31/12/2016
Maintain a wastewater system in the Hamlet of Winfield.	4200 Wastewater Services	01/01/2016	31/12/2016
Manage the Northeast Pigeon Lake Services Regional Commission (NEPLRSC) line and associated mechanical works and structures on a contract basis.	4200 Wastewater Services	01/01/2016	31/12/2016
Partner with the Summer Villages and County to create a new commission.	4200 Wastewater Services	01/01/2016	31/12/2016

OUTCOME: 4.2 Ensure the long term sustainability of agriculture.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 4.2.1 Enforce Provincial legislation.			
Develop a spray program for private land, on a cost recovery basis, and present to Council.	6200 Agriculture	01/01/2016	31/12/2016
Enforce the Agricultural Pests Act.	6200 Agriculture	01/01/2016	31/12/2016
Enforce the Weed Control Act.	6200 Agriculture	01/01/2016	31/12/2016
Inspect annually all accessible properties within the County of Wetaskiwin for noxious and prohibited noxious weeds.	6200 Agriculture	01/01/2016	31/12/2016
Partner with City of Wetaskiwin for weed inspection services on a user pay plus basis with the hiring of one seasonal FTE.	6200 Agriculture	01/01/2016	31/12/2016
STRATEGY: 4.2.2 Provide access to programs and control devices for residents to carry out sustainable farming practices.			
Agricultural Service Board to review Seed Plant request for funding of \$86,000 and provide recommendation to Council by April 1, 2016.	6200 Agriculture	01/01/2016	01/06/2016
Inspect annually the Wetaskiwin Seed Plant operations.	6200 Agriculture	01/01/2016	31/12/2016
Partner with Leduc County provide a Horticultural Program.	6200 Agriculture	01/01/2016	31/12/2016
Partner with Leduc County to provide an Sustainable Agriculture Program.	6200 Agriculture	01/01/2016	31/12/2016
Provide coyote control devices to producers.	6200 Agriculture	01/01/2016	31/12/2016
Provide three \$750 bursaries to residents with co-terminus boundaries of the County who have entered into agriculture related post secondary education.	6200 Agriculture	03/10/2016	30/11/2016
Purchase and distribute strychnine-based product for producers to help control ground squirrels.	6200 Agriculture	01/01/2016	31/12/2016
Rent equipment to producers that cannot be rented through the private sector.	6200 Agriculture	01/01/2016	31/12/2016
Review options for Agricultural Service Board to increase producer engagement.	6200 Agriculture	01/01/2016	31/12/2016

GOAL: 5 Provide Social, Cultural and Community Services

OUTCOME: 5.1 Provide residents with access to recreation and cultural opportunities.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 5.1.1 Ensure communities remain viable.			
Assist community groups to access grants.	1202 Financial Services	01/01/2016	31/12/2016
Investigate long term opportunities for ways to grow the tax base	1202 Financial Services	01/01/2016	31/12/2016
Educate community groups on RiskPro requirements to remain as additional named insured's to facilitate lower insurance premiums and therefore greater viability	1201 Administration	01/01/2016	31/12/2016
Complete Library needs survey.	7400 Library	01/01/2016	31/12/2016
Promote Yellowhead Regional Library Services to all member libraries.	7400 Library	01/01/2016	31/12/2016
Review and update Library Board plan of service as required with a minimum review every 5 years.	7400 Library	01/01/2016	31/12/2016

OUTCOME: 5.1 Provide residents with access to recreation and cultural opportunities.

ACTION	BUSINESS UNIT	START DATE	END DATE
STRATEGY: 5.1.2 Provide recreational opportunities.			
Budget \$25,000 for upgrade of Wizard Lake boat launch from Recreation Zone 2 and complete project.	7200 Parks and Recreation Facilities	01/01/2016	31/12/2016
Contract park attendants for 3-5 year terms.	7200 Parks and Recreation Facilities	01/01/2016	31/12/2016
Develop a Master Plan for Parks and Recreation Facilities, including the upgrading of services at each Park and use of County quarter.	7200 Parks and Recreation Facilities	01/01/2016	31/12/2016
Develop a Master Plan for the Winfield Agriplex, in cooperation with the Winfield Agricultural Society, Winfield Lions and the community for the operations of the Agriplex and identify opportunities for accessing provincial/federal grants.	7200 Parks and Recreation Facilities	01/01/2016	31/12/2016
Develop a plan to move towards cost neutral options to handle firewood at Parks and provide to Council for approval. (work towards implementation of plan in 2017)	7200 Parks and Recreation Facilities	01/01/2016	31/12/2016
Effectively manage the finances and resources of Recreation Programs.	7202 Recreation Programs	01/01/2016	31/12/2016
Implement Recreation Master Plan based on the results of the Needs Assessment and present to Council for annual approval.	7202 Recreation Programs	01/01/2016	31/12/2020
Investigate opportunities for a tri-municipal recreation agreement with the Town of Millet and the City of Wetaskiwin and present findings to Council.	7202 Recreation Programs	01/01/2016	31/12/2016

OUTCOME: 5.2 Provide residents with access to social services within County boundaries.

<i>ACTION</i>	<i>BUSINESS UNIT</i>	<i>START DATE</i>	<i>END DATE</i>
STRATEGY: 5.2.1 Provide financial support for Cemeteries			
Contribute \$5,000 annually to reserves for future expansion of cemeteries within the County of Wetaskiwin.	5600 Cemeteries	01/01/2016	31/12/2016
Contribute \$5,000 annually to reserves for future expansion of the Memorial Cemetery in City of Wetaskiwin.	5600 Cemeteries	01/01/2016	31/12/2016
Provide annual funding to community groups for cemetery maintenance costs.	5600 Cemeteries	01/01/2016	31/12/2016
Support cost sharing agreement with City of Wetaskiwin for costs incurred with the Memorial Cemetery.	5600 Cemeteries	01/01/2016	31/12/2016
STRATEGY: 5.2.2 Provide family and community support services.			
Budget annually for CPI increase for medical transportation	5100 Family and Community Support Services	01/01/2016	31/12/2016
Conduct a needs assessment with an advertising campaign.	5100 Family and Community Support Services	01/01/2016	31/12/2016
Participate in regular meetings with service agencies	5100 Family and Community Support Services	01/01/2016	31/12/2016
Provide seniors and disabled residents access to transportation to attend medical appointments.	5100 Family and Community Support Services	01/01/2016	31/12/2016