

Objective		Key Activities	Key Administrative Responsibility	Council Role	Completion Date	Resource Requirements	Annual Progress Update
Public Works & Infrastructure							
1.1	The County adopts an aggregate levy bylaw	Review amended Provincial regulations	Legislative Services	Participate in public hearings	Q1 2020	Resourced internally	Aggregate Levy was considered and discussed extensively at the Policy Committee Level. We missed the deadline for implementing the Levy in 2018; In 2019 we are planning stakeholder engagement and passing a bylaw that will be effective in the 2020 business year.
		Complete stakeholder engagement		Provide direction		Legal review	
		Council provides direction		Adopt Bylaw			
		Council adopts Bylaw					
1.2	The County develops and adopts a road philosophy	Council reviews the Road Study with Administration	Director of Public Works	Participate in the review of the Road Study	Q4 2019	Resourced Internally	Personal hard copy of Rural Road Study Update provided to Council Fall 2018. PW inspected all roads in County for asset management plan and classification purposes. Road classification map to Council February 2019 for confirmation and direction.
		Council provides direction on expectations and components of a road philosophy		Provide direction			
		Administration provides Council with a draft philosophy document		Adopt philosophy			
		Council adopts philosophy					
1.3	The County maintains a long-term, sustainable gravel supply	Complete an inventory of lands to identify and catalogue gravel	Director of Public works	Provides direction	2020	Legal support \$75,000	One new pit purchase late 2018. One new pit pending early 2019. Full investigation of County lands including tesp pits and volumetrics planned 2019 & 2020.
		Administration presents a long-term strategy that addresses gravel sourcing, alternative technologies, reclamation, and funding models		Approves budget			
		Council provides direction		Adopt strategy			
		Council adopts strategy					
		New opportunities will be identified and acted upon on an ongoing basis					
1.4	Council provides direction on water infrastructure resulting in a water servicing philosophy and policy	Complete grant application	Director of Environmental Services	Provides direction	Q2 2019	Resourced internally	Start on water main and valve replacement in Byemoor, also a couple flush hydrants. Continue on Rural water servicing.
		Council provides direction on developing a water servicing policy		Adopt policy			
		Draft Policy is developed		Adopt business plan			
		Council adopts Policy					
		Develop and adopt business plan in support of philosophy and policy					
1.5	The County adopts a plan for the future of excess County lands	Update land inventory including past use and development issues	CAO	Provides direction	2020	Consulting Support \$75,000	Testing all lands for gravel planned 2019 & 2020. Two dugouts will be completed in 2019 and two dugouts will be enlarged in 2019, making for better use of land and more marketable.
		Identify options for available lands		Approves budget			
		Engage external consulting support to make recommendations on options		Adopts plan			
		Complete public consultation on options as a component of MDP amendments					
		Reflect amendments to the MDP and IDPs in plan development					
		Council adopts plan					

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Recreation & Culture							
2.1	The County adopts a plan for use of reserve funds (Buffalo Lake MR Funds)	Complete public consultation Policy Committee reviews Buffalo Lake MR Policy Coordinate with Rochon Sands and White Sands Develop plan Council adopts the plan	Director Planning and Development	Provide direction Adopts plan	Q4 2019	Resourced internally	Awaiting confirmation that Provincial Mooring policy will not be going forward. Planning to meet with Community Association stakeholders in summer of 2019.
2.2	Develop a policy to address ad-hoc recreation and culture funding requests	Identify options Complete public consultation Present policy to Council	Director of Communications Director of Recreation	Provides Direction Adopts Plan	Q4 2019	Resourced internally	
2.3	Adopt a policy to base funding for community organizations on demonstration of collaboration with other community organizations	Identify options Complete public consultation Council adopts the plan	Director of Recreation		Q4 2019	Resourced internally.	We changed the policy on operational assistance grant and Rec Special Project funding to include collaboration as an eligibility criteria. It's been communicated to groups.

Planning and Economic Development

3.1	Council provides direction on participation and funding on Stettler Board of Trade	Identify options Budget	Director of Communications	Reviews current practice Provides direction	Q2 2019	Resourced internally participation/funding for projects	Council is currently no providing a retainer to Stettler Board of Trade but is participating in project-based participation/funding with the Board of Trade.
3.2	The County completes Inter-Municipal Development Plans and Inter-Municipal Cooperation Frameworks with neighboring municipalities as required by the Municipal Government Act	Review and update mutual aid agreements Review regional service agreements Complete 12 IDPs and ICFs with neighboring Towns and Counties Pass Bylaw for each ICF	Planning and Development	Provide direction Adopt inter-municipal agreements Participate in public hearings Adopt bylaws	2020	\$5,000	We have completed the IDP's between Big Valley & Donalda. Recently were notified that Gadsby was completing a Viability Study. Have completed an inventory of shared services and have review some templates for ICF's. And ICF is being prepared between Special Areas and the CoS by Palliser - at no cost to the County.
3.3	County integrates Botha Hamlet into LUB	Public Consultation Amend Bylaw	Planning & Development Parks and Community Planning Services	Participate in Public Consultation / Adopt Bylaw	Q1 2020	\$40,000	
3.4	Develop and adopt a calendar on when statutory plans will be reviewed	Review current documents Add in IDP's and ICF's Create schedule for reviews/Forward to Departments	Planning & Development	Review plans as presented	Q4 2020	Include potential expenses for reviews in budget process	
3.5	Emerging Issue: Integrate Gadsby into our Land Use Bylaw	Public Consultation Update Bylaw	Planning & Development Contract Planner	Amend Bylaw	Q4 2020	\$40,000	

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Emergency & Protective Services

4.1	Adopt a strategy to address access to the south shore	Identify/Meet with all stakeholders Develop Strategy	CAO, P&D, Tax	Review Strategy Adopt strategy	Q1 2020	Budget implications will be based on direction.	
4.2	Review and update the Emergency Response Plan	Meet with all stakeholders Review Plan Update Plan	CAO, Protective Services	Review Emergency Response Plan Adopt Plan	Q4 2019	AEMA grant of \$5K. Estimating a budget of \$20-\$30K more to complete this review.	Review is in progress.

Council Governance

5.1	The County adopts a reserve policy	Complete asset management plan	Director of Finance	Provides direction	Q4 2019	Resourced Internally 75% grant funded	This will be tied in with asset management plan. We are still working on updating the data for sewer and water and update our roads network. Aiming for 4th quarter of 2019.
		Council provides direction		Adopts asset management plan			
		Administration develops draft policy		Adopts policy			
		Council adopts policy					
5.2	Amend procedural bylaw to look at Council scheduling and meeting efficiency	Review existing Bylaw	Legislative Services	Provides direction	Q1 2020	Resourced Internally	
		Identify opportunities for efficiencies		Adopts amended policy			
		Present proposed amendments to Council		Passes Bylaw			
5.3	Adopt a policy to identify the County's public consultation strategy, events, and budget	Review existing policy	CAO/Legislative Services/Communications	Provide direction	Q4 2019	Resourced internally	
		Develop		Review Policy			
				Adopt Policy			

Operational Excellence

6.1	Council provides direction on the County's Administration Building	Complete independent condition assessment of the building	Director of IT	Reviews reports	2019	\$35,000	Lighting upgrades deferred to 2019 2019 budget includes assessment of administration building and repair of sidewalk heave
		Provide Council with the 2012 report from		Provides directions			
		Council provides direction		Approves investment			
		Council budgets for maintenance/renovation of current facility or investment in a planned future facility					
6.2	Council adopts an asset management plan	Engage external consulting support	Director of Finance	Adopts report	Q1 2020	\$45,000	We are still collecting all the data and updating our roads network. From there we are hoping to present the AMP in 4th quarter 2019.
		Develop an inventory of assets					
		Develop criteria for asset assessments					
		Consultant provides report					
		Council adopts report					
Council adopt policy in support of plan							
6.3	The County reviews and updates capital equipment plans for each department	Administration proposes policy on thresholds for different categories of assets	Director of Finance	Review and adopt policy	Q1 2020	Resourced internally	Ties in with AMP - aiming for 4th quarter of 2019.
		Council amends/adopts proposed policy		Review and adopt plans			
		Each department reviews list for completeness					
		Update plan based on Council Policy					
		Council adopts plans					

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6.4	Adopt a 4-year operational and 6-year capital budget process	Budget send to all departments	Director of Finance	Adopt budget	Q4 2019	Resourced interanlly	Mandated by the MGA.
		Public consultation for budget					
		Budget discussion with council					
		Present budget to council					
		Adopt budget					
6.5	Initiate a post-project review process for major projects		CAO	Receive project reviews	Q2 2020	Resourced internally	
6.6	Review agreements and what is being charged to villages for the services being provided	Identify the agreements	CAO and various Dpt. Heads	Review and adopt agreements	Q4 2019	Resourced internally	
		Meet with the Villages					
		Establish new agreements					
		Adopt agreements					