

Wheatland County
Council Resolution Tracker
October 6th, 2020

Purpose: To document completed items from previous Council Meetings and show unresolved Council Resolutions.
Green highlighted resolution numbers denotes completed actions. Green resolutions will be removed from this report after Council approval.
Yellow highlighted resolution numbers denotes outstanding resolutions.

Meeting Date	Council Resolution #	Issue / Item	Update	Date Completed	How It Was Completed
April 21st, 2020	CM-2020-04-36	Bylaw 2020-12 (Division 4)	Staff are reviewing setback requirements and working with applicant. UPDATE: Public Hearing deferred; waiting on Fertilizer Canada to report back on attempting to get a variance on setbacks from the fertilizer facility.	Ongoing	Planning Lead
April 24th, 2020	SCM 2020-04-04	Lakes of Muirfield Transaction (Water)	Press release completed to ratepayers. Transaction has been finalized. UPDATE provided to Council at the August 18th meeting.	Ongoing	N/A
June 4th, 2020	N/A	Municipal Development Plan - Engagement	Presented at Planning and Priorities - update to engagement strategy - bring report back to Council - July 14th Planning and Priorities session. UPDATE: Aug 20, 2020 first round of engagement took place. Staff will consolidate information to report back to Council in the Fall, 2020.	Ongoing	N/A - Planning Lead.
June 4th, 2020	N/A	Area Structure Plan Review	Concurrently with MDP work, begin work on reviewing County ASP's. UPDATE: Planning is working with impacted stakeholders on the repeal process of the following ASP's: Abraham Heights, Litt Family, Lochhead Trilogy, Nelson, and Rocky Ridge Estates.	Ongoing	N/A - Planning Lead.
June 16th, 2020	N/A	Fire Master Plan - FINAL DRAFT	Presented at the June 16 Council meeting. Several amendments requested, including fire dispatch. Circulation to associations required for final feedback. Working with various County agencies. UPDATE: Sent to Fire Chiefs on July 23rd for their consideration and discussed at Fire Chiefs meeting.	Ongoing	Ongoing - Fire Services Lead.
June 16th, 2020	N/A	Community Profile	Presented to Council. Amendments and edits to be sent to staff by Council. UPDATE: Inputting amendment suggestions throughout Aug, 2020. Will bring to Council meeting in Sept, 2020.	September 15th, 2020	Presented to Council and accepted with edits - CM-2020-09-49
July 7th, 2020	CM 2020-07-20	Administration to provide report on Local company repairing sidewalk in Carseland (Pilot Project).	Ongoing	N/A	Ongoing - Transportation and Infrastructure lead.

July 7th, 2020	CM-2020-07-36	Muirfield Water Meter Project to be tendered and completed in 2020 with a proposed maximum budget of \$100,000.	Accuflow is sole source of water meters. Quote for purchase and installation is \$55,059.90. This does not include any contingency for unforeseen events. Installation will begin in late September after RVUC does their meter reads. the plan is to have almost all of them installed before late October in time for that month's meter reads. this is to correspond with the RVUC agreements that end at the end of October.	Projected start date - October 5th. Completion date - October 31 2020. Meters installed after will be installed by the WRC.	Ongoing - Utilities Lead
August 18th, 2020	CM-2020-08-33	Administration to look into representative cost of completing Commercial Vehicle Inspection Program (CVIP)	Public Works Shop Foreman has gathered information, to bring back to Council in RFD form on October 6th, 2020 Council meeting		N/A
August 18th, 2020	CM-2020-08-51	That Council approve a 15% increase to the current Wheatland County water and sewer utility rates effective January 1, 2021.	First mail out and notification is occurring with September utility bills, second is in October utility bills. Will be updating website and social media as well.	Ongoing - Utilities lead	N/A
August 18th, 2020	CM-2020-08-53	THAT Administration prepare an RFD for Council consideration related to the Wheatland Regional Corporations request from July 8, 2020 regarding bulk water for fire departments.	Completed.	September 18, 2020	Email sent to Leah Jensen informing of Council's decision.
September 15th, 2020	CM-2020-09-42	THAT Council refund the applicant the \$250 subdivision extension application fee pertaining to SD2019-010.	Payment has been processed.	October 7, 2020	Included in October 7, 2020 cheque run.
September 15th, 2020	CM-2020-09-44	THAT Council refund the applicant the \$250 subdivision extension application fee pertaining to SD2020-020.	Payment has been processed.	October 7, 2020	Included in October 7, 2020 cheque run.
September 15th, 2020	CM-2020-09-45	THAT Council approve Dormant Application/Files Planning Policy Section 7.16 as presented.	Planning policies have been updated and email sent out to all staff.	September 22, 2020	Email sent to all staff. Website to be updated.
September 15th, 2020	CM-2020-09-46	THAT Council approve Water Servicing Planning Policy Section 7.17 as presented, and further amended as follows: under Ptn. 3 - add 'communal' to the identified development applications.	Planning policies have been updated and email sent out to all staff.	September 22, 2020	Email sent to all staff. Website to be updated.
September 15th, 2020	CM-2020-09-47	THAT Wheatland County assume bulk water costs associated with firefighting and firefighter training from the Wheatland Regional Corporation (WRC) south truck fill station with any use exceeding \$5,000 would be reported to Council and further, THAT all fire departments be given a unique passcode to appropriately track and record the amount of water utilized in firefighting and training operations.	Completed.	September 18, 2020	Email sent to WRC with Council resolution.
September 15th, 2020	CM-2020-09-48	THAT Council award the contract and sole source to Bearcom for the upgrade of the local radio system and the supply and install of the Radio Tower at the Hammer Hill site and further, THAT Council approve Bearcom as the project manager for the upgrade of the local radio system and install of the Hammer Hill radio tower.	Completed. Further updates on Fire tower construction will be coming forward to Council in Monthly reports from the Community and Development Services Department.	September 18, 2020	Signed agreement with Bearcom.

September 15th, 2020	CM-2020-09-50	THAT Wheatland County Council approve entering into the Commercial Water Conveyance agreement with Western Irrigation District for the purpose of diverting water from the Bow River within SE 13-21-01 W5 through the Works for Municipal Subdivision Water Supply purposes within NE 8-25-26 W4 (The Lakes of Muirfield).	Completed.	September 21, 2020	Signed agreement forwarded to WID
September 15th, 2020	CM-2020-09-51	THAT Council direct County Administration to investigate with the Western Irrigation District the current conveyance charges with Gleichen in comparison to the Lakes of Muirfield. Further that this be monitored on a yearly basis.	Ongoing - Utilities Lead	N/A	N/A
September 15th, 2020	CM-2020-09-53	That Council approve the refund of a credit in the amount of \$4,497.41 on account for property tax roll 8445040 due to a duplicate payment.	Payment has been processed.	October 7, 2020	Included in October 7, 2020 cheque run.
September 15th, 2020	CM-2020-09-54	THAT Council approve the Village of Acme's written request to join the Joint Regional Agreement for the sharing of Assessment Review Board members.	Completed.	September 18, 2020	Advised Village of Acme and Town of Strathmore that the request was approved via email.
September 15th, 2020	CM-2020-09-55	THAT Council approve the 'Welcome from Wheatland County' letter to be used by the Strathmore Wheatland Chamber of Commerce in welcoming new businesses to the area and promoting the Chamber of Commerce.	Completed.	September 18, 2020	Sent to Strathmore Wheatland Chamber of Commerce via email.
September 15th, 2020	CM-2020-09-56	THAT the Wheatland County Reeve send a letter in response to the correspondence received from EarthRenew Inc. (Aug. 18/20) to invite EarthRenew to continue working with County Administration regarding taxation issues and development/planning projects. Further that Administration bring back a request for decision to Council, if required.	Completed.	September 22, 2020	Sent via email to EarthRenew.
September 15th, 2020	CM-2020-09-57	THAT Wheatland County declare September 21st - 27th, 2020 as 'Rail Safety Week'.	Completed.	Week of September 21 - 27, 2020.	Information shared via social media and website.
September 15th, 2020	CM-2020-09-62	THAT Wheatland County send a letter to the Premier of Alberta (cc to the Minister of Municipal Affairs, Minister of Energy, Minister of Agriculture & Forestry; Minister of Economy Jobs & Innovation, Associate Minister of Natural Gas & Electricity, & four local MLA's) asking for the means to collect unpaid linear taxes. Further to include the Lynx Energy correspondence (dated Aug. 26/20) as information.	Completed.	Completed on September 21, 2020.	Emailed and mailed to the Premier. Sent to all parties Cced on the letter.
September 15th, 2020	CM-2020-09-63	THAT Wheatland County send a letter in response to the Lynx Energy (Aug. 26/20) correspondence in follow-up to Council discussion held during closed session.	Completed.	September 21, 2020	Email sent to Allen Bey on September 21, 2020

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April 7th, 2020	CM-2020-04-11	WFCSS Cheque for requisiton	WFCSS was informed of Council's decision.	Cheque provided on May 20th.	Cheque provided in person.
April 7th, 2020	CM-2020-04-25	Hwy 901/817 Cost sharing agreement	Agreement signed, sent to Alberta Transportation	April 14th, 2020	Sent via email.
April 7th, 2020	CM-2020-04-26	Village of Standard dust control request	Sent letter to Village of Standard CAO informing of Council's decision.	April 15th, 2020	Sent via email.
April 21st, 2020	CM-2020-04-43	Strathmore Handi-Bus donation	Cheque for \$10,000 and letter issued to Strathmore Handi-bus	May 5th, 2020	Via regular mail.
April 21st, 2020	CM-2020-04-43	Advocacy funding with Rockyview County.	Rockyview was advised of approval of funding	April 22nd, 2020	Via phone call.
April 21st, 2020	CM-2020-04-46	Utility relief request - Carseland	Letter was sent to Carseland Ag Society advising of Council's decision.	April 23rd, 2020	Sent via email.
April 21st, 2020	CM-2020-04-50	Application for Peace Officer expanded jurisdiction	Application was sent on April 22nd and subsequently approved.	April 22nd, 2020	Sent via email.
April 21st, 2020	CM-2020-04-52	Ratepayer Utility Relief request	Letter issued to resident advising of Council's decision.	April 22nd, 2020	Sent via email.
May 5th, 2020	CM-2020-05-22	Letter of Support for WHMB	Letter issued on May 5th, 2020.	May 5th, 2020	Sent via email
May 5th, 2020	CM-2020-05-27	Policy Restructuring	Policies have been separated into different sections.	May 25th, 2020	Internally completed by staff, posted onto website.
May 5th, 2020	CM-2020-05-33	Speargrass Recreational Area Project	Staff has contacted Speargrass Community Association.	May 6th, 2020	Via phone.
May 5th, 2020	CM-2020-05-41	ASB building expansion	Cheque issued to Knibb Developments Ltd.	May 6th, 2020	Various correspondance.
May 5th, 2020	CM-2020-05-42	Organizational Chart Revisions	Policies updated.	May 6th, 2020	Sent to staff via email.
May 19th, 2020	CM-2020-05-50	Kneehill IDP	Staff contacted Kneehill County to inform of 3rd wreading with amendments.	May 25th, 2020	Via email.
May 19th, 2020	CM-2020-05-51	Gleichen Lions Club - Thank you letter (donation)	Letter issued to Gleichen Lions Club.	May 19th, 2020	Sent via email.
May 19th, 2020	CM-2020-05-52	Mike Hagar - Fire Guardian Hussar	Chief Hagar Notified	April 24th, 2020	Via email.
May 19th, 2020	CM-2020-05-54	Seniors' Week Declaration	Signed declaration sent to Province	May 19th, 2020	Sent to Province via email, updated on website and social media.
May 19th, 2020	CM-2020-05-58	Planning and Priorities Session	Invitation sent to Council and Staff	May 19th, 2020	Invitation sent via Outlook.
April 21st, 2020	CM-2020-04-47	Playground Equipment Funding Policy	Staff has reviewed policy, bringing forward to June 16th. Amendment to #4 in policy. Approved	June 17th, 2020	Community Services Coordinator made amendment. CM-2020-06-51 Carried.
May 5th, 2020	N/A	Administration to look into logistics of meeting in person.	Contacted MA and RMA, reviewed Alberta Regulation 50/2020, waiting for further clarification from MA. Options provided to Council - re: Adminstration must still attend electronically	Ongoing	Email from Muncipal Affairs sent to Council on May 21st, 2020.
May 19th, 2020	CM-2020-05-48	Bylaw 2019-36 Speargrass secondary suites	Staff to review, bring back further clarification.	16-Jun-20	2nd and 3rd Reading passed.
June 2nd, 2020	N/A	Council expenses year to date	Sent via email with explanation	June 4th, 2020	Via email.

June 2nd, 2020	CM-2020-06-25	Library Funding - Current year funding \$44,670.	Letter sent out to Libraries, noting approval of current year funding.	June 4th, 2020	Via letter to all libraries on June 5th.
June 2nd, 2020	CM-2020-06-26	Library Funding - 2021 funding to be reviewed	Letter sent out to Libraries, noting review of future year funding funding. (same letter as above).	June 4th, 2020	Via letter to all libraries on June 5th.
June 2nd, 2020	CM-2020-06-27	CERB Funding allocations.	Letters mailed out to CERB grant recipients, noting cheques will be mailed first week of July.	June 4th, 2020	Letters mailed to CERB recipients.
June 2nd, 2020	CM-2020-06-32	Encroachment agreement - to be signed	Signed	June 4th, 2020	Signed document.
June 2nd, 2020	CM-2020-06-33	Letter of Support - WID	Letter completed - issued to WID	June 4th, 2020	Sent via email on June 4th.
April 7th, 2020	CM-2020-04-09	Procurement Policy review	Staff has reviewed policy, bringing forward to June 4th, P&P for further direction. Update - reviewed at P&P, coming back to Council for approval July 7th, 2020.	July 7, 2020	Policy was approved at the July 7th Council meeting CM-2020-07-28.
May 5th, 2020	CM-2020-05-26	RMA Fall Central Meeting, Rosebud Hall 1st, Cheadle Hall 2nd	Staff continue to monitor COVID-19 updates, contact RMA for alternative virtual plans. UPDATE moving to virtual meeting due to COVID restrictions.	August 10, 2020	Notified RMA via email.
June 2nd, 2020	CM-2020-06-15	Borrowing Bylaw - DDWSMA	Advertising will take place for 2 consecutive weeks, 15 day petition allowance, then back to Council at the July 7th meeting for second and third reading.	July 7, 2020	2nd and 3rd reading of Bylaw 2020-27 were conducted at the July 7th Regular Council Meeting. Communicated to Tammi N at DDWSMA that it was completed. RES 2020-07-14.
June 2nd, 2020	N/A	Council remuneration - teleconferences, Council responsibilities with general council duties.	Reviewing currently - bring back at July 14 Planning and Priorities session.	July 14th, 2020	Administration will advertise for ratepayer compensation group as per policy 5.1.1. and provide insight on issues to the group in 2021.
June 16th, 2020	CM-2020-06-50	Orica Letter of Thanks	Craft thank-you letter and send to Orica	June 18th, 2020	(A)CAO / GM sent to Orica Carseland Manufacturer on behalf of Reeve and Council - cc CAO via email.
June 16th, 2020	N/A	Hussar School Lands - Golden Hills School Division	(A) CAO / GM presented correspondence. Circulated to Council - interested in transferring lands to Village of Hussar. Sent official correspondence to Golden Hills to begin process after Council consensus.	July 23rd, 2020	Administration has completed all work required, now with Hussar and GHSD.
June 16th, 2020	CM-2020-06-45	Landfill 1st reading by Hussar Bylaw #2020-03	Public Hearing to be held in Hussar on August 25th. Hall booked and public hearing has been advertised.	July 24th, 2020	Planning Department has booked facility in Hussar and advertised for Special Council meeting.
June 16th, 2020	N/A	Handi-Bus	Council Representative to communicate why their funding was cut. Continue CVIP Inspections - was it included in the budget? Budget line-item search - finance	July 7th, 2020.	Confirmed that no additional follow up was required.
July 7th, 2020	CM 2020-07-30	Letter of Support - Carseland & District Community Association	Completed by Administration	July 10th, 2020	Sent via Email on July 10th.
July 7th, 2020	CM-2020-07-34	Lakes of Muirfield - Retain relator and implement lot sale process.	Completed by Administration	July 29th, 2020	Agreement signed by Administration.
July 7th, 2020	CM-2020-07-35	Enroachment Agreement - Rosebud	Completed by Administration	August 4th, 2020	Signed by all parties on August 4th, 2020.
July 7th, 2020	CM-2020-07-37	Wheatland County enter into agreement with Alberta Transportation for 50% cost share of constructing Range Road 205 and Hwy. 564 to TR 250.	Agreement signed and sent to Alberta Transportation.	July 10th, 2020	Sent via Email on July 10th.
July 7th, 2020	N/A	Reserve to be established for Lakes of Muirfield infrastructure based on lot sales.	Presented at the August 18th Council meeting.	August 5th, 2020	To be presented at the August 18th Council meeting.

July 7th, 2020	CM-2020-07-42	Administration to pursue the implementation of an Interim Operating Agreement with the Lakes of Muirfield Homeowners Association, addressing the operation and maintenance of on-site wastewater infrastructure, and management of costs and customer billing for wastewater services, with an intended commencement date of July 31, 2020.	Interim operating agreement signed and returned to Administration.	July 31st, 2020	Agreement signed and retained.
July 7th, 2020	N/A	Community Aggregate Levy by division, our levy vs. maximum allowable and Market Value data.	Completed by Administration	July 22nd, 2020	Sent via Email to Council on July 22th.
May 19th, 2020	CM-2020-05-55	Redland Servicing	Staff to follow up with Public consultation, provide costs of project. UPDATE: Provided to Council on August 18th Council meeting of progress of engagement.	August 18th, 2020	Notified Council that engagement was going to be concluded at Council meeting.
June 2nd, 2020	CM-2020-06-26	Library Funding - 2021 funding to be reviewed	To set date for review (Fall 2020) - future planning and priorities meeting, prior to the 2021 budget. UPDATE: Provided Council at August 18th meeting funding levels of neighbouring municipalities.	August 18th, 2020	Community Services Coordinator presented the report to Council for information on August 18, 2020.
June 4th, 2020	N/A	Community Clean-up event	Staff evaluating scope of event - Will undertake a pilot event in the Spring, 2021.	Project design completed Summer, 2020 for Spring, 2021.	Community Services Coordinator designed a scope and presented it to Council for review.
August 18, 2020	CM-2020-08-39	THAT Council refund the fees collected for building permit 349349-19-B0059 in the amount of \$7,440.00	Completed - Safety Codes Lead	18-Aug-20	Safety Codes Technician E-mailed and processed refund
August 18, 2020	CM-2020-08-42	THAT Administration send a letter drafted by General Manager Matthew Boscarol to Lakes of Muirfield residence on behalf of Council.	Completed	August 18th, 2020	Mailed out to Lakes of Muirfield residents.
August 18, 2020	CM-2020-08-43	THAT Council direct Administration to apply for a grant opportunity from Rural Municipalities of Alberta (RMA) for the Asset Management Cohort program. Council supports the following program in order to advance our asset management program. Costs towards this project are not to exceed \$2,000.	Completed	August 18th, 2020	Application submitted with the resolution from the Aug 18, 2020 Council meeting.
August 18, 2020	CM-2020-08-48	THAT County Council respond to WRC's letter indicating that Council did not support the funding of Change Order #3 as it was an unauthorized expense.	Completed	August 20th, 2020	Email was sent to WRC GM.
August 18, 2020	CM-2020-08-52	Send thank you letter to Minister McIver for grants awarded to Wheatland County.	To be completed by EA week of Aug 24-28	28-Aug	EA completed and had Reeve sign off
August 18, 2020	N/A	Councillor Koester asked that a discussion regarding the Procurement Policy relating to WRC and Lakes of Muirfield be added to next Planning & Priorities meeting.	To be brought forward to Planning and Priorities meeting on September 8th, 2020.	September 8th, 2020	Discussed during September 8th, 2020 P&P meeting.
August 18, 2020	CM-2020-08-34	TO ACCEPT the donation of heritage equipment (grader) from the Vander Velde family.			
August 18, 2020	CM-2020-08-35	THAT Administration send a letter to the Vander Velde Family thanking them for the donation of the heritage equipment (road grader).	Completed	September 3rd, 2020	Letter mailed out on September 3rd, 2020.

August 18, 2020	CM-2020-08-45	THAT Council approve the submission of the Support for Alberta Farmland Trust Resolution to the Central Rural Municipalities of Alberta – District 2 Fall General Meeting for endorsement consideration.	Will be submitted prior to the deadline date of September 2, 2020.	Submitted on August 31, 2020	Submitted to Gail Eysers via email with supporting documentation.
August 18, 2020	CM-2020-08-49	THAT Administration explore grant opportunities for potable water in Redland and in addition directed administration to explore the costing of the project.	GM of Transportation updated Council at the September 1st, 2020 Council meeting noting that grants are not available.	Ongoing - Utilities and Grants Lead	Verbally during September 1st, 2020 Council meeting.
August 18, 2020	CM-2020-08-60	THAT Council direct Administration to draft a response to the Village of Rockyford by September 1st, 2020 to be approved by Council resolution prior to issuance.	Administration brought forward a letter to Council on September 1st, 2020.	September 1st, 2020	Submitted to Council on September 1st, 2020.
August 18, 2020	N/A	Council requested that Administration explore bulk water charges in the surrounding municipalities.	Completed	September 3rd, 2020	Sent Council email on September 3rd.
September 1st, 2020	CM-2020-09-13	APPROVAL that Wheatland County extend get well wishes and send a fruit basket to a member of the County's Agricultural Service Board.	Completed	September 4th, 2020	Delievered.
September 1st, 2020	CM-2020-09-22	THAT Council approve the refund of a credit in the amount of \$3,282.25 on account for property tax roll 3352000 due to a duplicate payment.	Completed	September 15th, 2020	Cheque issued.
September 1st, 2020	CM-2020-09-27	THAT Council authorize the Reeve to sign a letter, responding to a letter from the Village of Rockyford as discussed in-camera; and further that the Reeve sign a letter to the Wheatland Regional Corporation regarding a request to meet with Council, WRC Board Members, and partnering municipalities.	Both letters completed and send via email.	September 9, 2020	Sent via email.