



WHEATLAND COUNTY

Where There's Room to Grow

Request for Decision

January 14, 2020

Resolution No. _____

Date Prepared January 6, 2020

Subject

Decision-making topic title

Interim Chief Administrative Officer Report

Recommendation

Clear resolution answering – what/who/how/when

That Council accepts the Interim Chief Administrative Officer Report as information.

RECOMMENDATION

Report/Document:

Attached

☐

Available

☐

None

☒

Key Issue(s) / Concepts Defined

Define the topic, reference background material and state question to be answered

- Capital Budget review on December 3rd, 2019.
- RMA District 2 Directors' Meeting in Three Hills on December 6th, 2019.
- Discussions with Alberta Environment and Parks employees regarding current conditions of the compost facility located at SW 4-7-25-24 W 4th. Organized meeting with representatives in January 2020.
- Financial statement audit review conducted on December 19th, 2019.
- Conducted site visit of the Cheadle outdoor rink on December 20th to review progress of project.
- Various performance review evaluations occurred during the month of December. Also prepared and provided guidance for various projects to staff for 2020.
- Reviewed and provided various information to external stakeholder regarding potential development within Wheatland County.
- Attended lunch meeting with Lakes of Muirfield representatives on December 21, 2019.
- Provided work flow schedule and various projects to the Interim Fire Chief during the month of December.
- Review of Operating and Capital Budgets for Council approval in December.
- Various discussions with legal counsel regarding compost facility located at SW 4-7-25-24 W4th.
- Review of previous 2018 Service Capacity Review for Council.
- Preparation for Planning and Priorities meeting on January 7th, 2020.
- Responded to various Council requests during the month.

- Attended safety inspections of Wheatland County owned facilities at various locations in the County.

Submitted by: Brian Henderson, CPA, CA

Position: Interim CAO

Reviewed by:

