

Request for Decision

Title	2023 Proposed Operating and Capital Budget
Proposed Motions	<ol style="list-style-type: none"> 1. That Council recommend approval of the Corporate Energy and Environmental Sustainability Supervisor permanent position (1 FTE) in the amount of \$138,710 from taxation. 2. That Council recommend approval of the Utility Systems/Agreements Lead permanent position (1 FTE) in the amount of \$113,420 from taxation. 3. That Council recommend approval of the Operational/Small Cap Engineering Projects Delivery Officer permanent position (1 FTE) in the amount of \$113,420. 4. That Council recommend approval of the Utility Growth and Development Support permanent position (0.50 FTE) in the amount of \$73,360 funded from utility rate revenue. 5. That Council recommend approval of the Enhanced Mowing Service Levels permanent positions (2.1 FTE) in the amount of \$215,350 from taxation. 6. That Council recommend approval of the Asset Management Coordination permanent position (1 FTE) in the amount of \$126,800 from taxation. 7. That Council recommend approval of the Seasonal Readiness Program Resourcing permanent position (1 FTE) in the amount of \$107,900 from taxation. 8. That Council recommend approval of the Agricultural Master Plan and Support Strategy in the amount of \$130,000 from the General Operating Reserve. 9. That Council recommend approval of the Evening Crew for Fleet Repairs permanent positions (3 FTE) in the amount of \$157,790 from taxation. 10. That Council recommend approval of the Customer Service Excellence in Internal and External Accounting Service Delivery permanent position (1 FTE) in the amount of \$74,500 from taxation.

11. That Council recommend approval of the Operational Synergy, Performance, Capital Management, and Strategic Initiatives Leadership permanent position (0.40 FTE) in the amount of \$62,290 from taxation.
12. That Council recommend approval of the Business Process Innovation and Financial Environment Sustainability 3–5-year temporary position (1 FTE) in the amount of \$127,500 from the General Operating Reserve.
13. That Council recommend approval of Cyber Security Service to be ongoing in the amount of \$90,000 from taxation.
14. That Council recommend approval of the Communications Officer – Infrastructure Services permanent position (1 FTE) in the amount of \$113,500 from taxation.
15. That Council recommend approval of the Department Meeting Room Upgrades one time in the amount of \$40,000 from the Vehicle & Equipment Reserve.
16. That Council recommend approval of the GIS Resourcing temporary position (1 FTE) in the amount of \$90,000 from the General Operating Reserve.
17. That Council recommend approval of the Security Improvement Project in the amount of \$90,000 from the Corporate Support Operating Reserve.
18. That Council recommend approval of the Increased Effectiveness and Efficiency of Animal Control Provisions permanent position (1 FTE) in the amount of \$98,450 from taxation.
19. That Council recommend approval of the Grant Funding for Not-for-Profit Organizations to be ongoing in the amount of \$48,330 from taxation.
20. That Council recommend approval of the Social Framework one-time funding in the amount of \$75,000 from the General Operating Reserve.
21. That Council recommend approval of the 24-Hour Online Development Application Portal to be ongoing in the amount of \$133,250 from taxation.
22. That Council recommend approval of the Land and Development Compliance Resourcing permanent position (1 FTE) in the amount of \$129,300 from taxation.
23. That Council recommend approval of the Villeneuve Airport Development Readiness one-time funding in the amount of \$270,000 from the General Operating Reserve.

Administrative Recommendation	Administration recommends that Council approve the proposed 2023 Service Enhancements, which account for competing pressures that are strategic, operational, and financial in nature. The consolidated budget, as presented, is Administration's overall recommendation.
Previous Council / Committee Direction	<u>December 14, 2021 Regular Council Meeting</u> Motion 543/21: That Council approve the Sturgeon County Strategic Plan (2022 - 2025) as presented.
Report	<p><u>Background Information</u></p> <ul style="list-style-type: none"> On May 19, 2022, the Council Budget Request system was launched for the Capital Committee to put forward motions for inclusion in the 2023-2025 Capital Budget and the 2023 Operating Budget. On October 26, 2022, the Budget Information Request system was launched for Council to ask questions related to the proposed 2023-2025 Capital Budget and 2023 Operating Budget. At the October 27, 2022 Council Budget Meeting, Administration presented Council with the 2023 Financial Corporate Overview, the Proposed Operating and Capital Budgets, the 2024-2026 Operating Financial Plans, the 2024-2028 Capital Financial Plan, and the 2023 Proposed Service Enhancements. The proposed 2023-2025 Capital Budget provides for \$116 million of investments in key County infrastructure and requires a 0.5% tax rate increase in 2025. The proposed 2023 Operating Budget includes service enhancements that support the County's Capital and Operating Budgets. Administration is proposing a 2.9%, tax rate increase, prior to the inclusion of service enhancements (4.9% tax rate increase if all recommended service enhancements are supported). <p><u>External Communication</u></p> <ul style="list-style-type: none"> Media coverage of Council budget deliberations. <p><u>Relevant Policy/Legislation/Practices</u></p> <p>Sections 242 and 245 of the <i>Municipal Government Act</i> (MGA) require Council adopt an operating budget and capital budget for each calendar year.</p>
Implication of Administrative Recommendation	<p><u>Strategic Alignment</u></p> <p>Operational Excellence – The proposed Operating and Capital Budgets are consistent with policies and procedures that support long-term financial planning and sustainability.</p> <p><u>Organizational</u></p> <p>Strategic and operational plans and work programs will align with budget approvals.</p>

	<p><u>Financial</u></p> <p>Financial transactions will be made in accordance with the approved budget.</p>
Alternatives Considered	<p>The proposed service enhancements could be amended or not supported. Alternatively, members of Council could advance additional service enhancements for Council's consideration.</p>
Implications of Alternatives	<p><u>Strategic Alignment</u></p> <p>Administration will continue to provide quality, cost-effective services in accordance with Council's approved Strategic Plan.</p> <p><u>Organizational</u></p> <p>Administration will continue to provide quality, cost-effective services in accordance with Council's approved Strategic Plan.</p> <p><u>Financial</u></p> <p>A reduction in spending could result in the return of funding to reserves.</p>
Follow up Action	<ol style="list-style-type: none"> 1. Present the proposed Operating and Capital Budgets at the December 13, 2022 Council Meeting for consideration of approval (Corporate Finance & Treasury, December 2022).
Attachments	<ol style="list-style-type: none"> 1. Attachment 1: Budget Summary Infographic 2. Attachment 2: Corporate Overview Slides 3. Attachment 3: Recommended Capital Plan (2023 - 2025) 4. Attachment 4: Budget Information Requests (Supplemental) 5. Attachment 5: Council Budget Requests (Supplemental) 6. Attachment 6: Department Budget Reports (Supplemental)
Report Reviewed by:	<p>Andrew Hayes, General Manager, Financial Services & Chief Financial Officer</p> <p>Reegan McCullough, County Commissioner – CAO</p>

Strategic Alignment Checklist

Vision: *Offering a rich tapestry of historical, cultural, and natural experiences, Sturgeon County is a municipality that honours its rural roots and cultivates desirable communities. Uniquely situated to provide world-class agricultural, energy, and business investment opportunities, the County prioritizes responsible stewardship and dreaming big.*

Guiding Principles: Collaboration | Accountability | Flexibility | Excellence | Safety | Future Readiness | Affordability | Innovation

Community Outcome	Not consistent	Consistent	N/A
Planned Growth			
<ul style="list-style-type: none"> Internationally competitive to attract, grow and sustain diverse businesses; tenacious focus on new growth and innovation 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Modern broadband and digital capabilities 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Low cost, minimal red-tape regulations 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Reliable and effective infrastructure planning; comprehensive land use and infrastructure planning 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Thriving Communities			
<ul style="list-style-type: none"> Beautiful, surprising places with high standards; integrated natural spaces & trail systems; healthy and resilient 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Engaging cultural, historical, and civic amenities; strong community identity and pride 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Safe, welcoming, and diverse communities; small community feel and personal connection; commitment to high quality of life 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Environmental Stewardship			
<ul style="list-style-type: none"> Clean air, land, and water; Carbon neutral municipal practices; circular economy opportunities 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Conservation of natural areas and agricultural lands; enhanced greening and biodiversity; safekeeping ecosystems 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Sustainable development; partnerships with industry and others to drive emission reductions 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Collaborative Governance			
<ul style="list-style-type: none"> Predictable and stable external relationships; volunteer partnerships 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Meaningful connections with Indigenous communities 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Ongoing community consultation and engagement; transparent and action-oriented decision making based on sound rationale 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Respectful and informed debate; clear and supportive governance processes 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Operational Excellence			
<ul style="list-style-type: none"> Engaged and effective people – Council, Admin and Volunteers; continuous learning and improvement mindset; nimble and bold, with strong leadership 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Quality cost-effective service delivery; robust procurement and operational practices and policies; asset management and performance measurement; careful debt and reserve stewardship; long-term financial planning and sustainability 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Future focused thinking to proactively respond to emerging opportunities and challenges 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Alternative revenue generation and service delivery models integrated strategic and business planning 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>