

Request for Decision

Title	2023 Budget Amendments
Proposed Motion	That Council approve \$24,500 in additional Council conference expenditures, \$10,500 in additional Council per diem expenditures, and \$25,000 for CAO Office strategic initiatives to be funded from the General Operating Reserve.
Administrative Recommendation	Administration recommends that Council authorize Administration to authorize the 2023 budget amendments as recommended.
Previous Council / Committee Direction	<p><u>March 28, 2023 Regular Council Meeting</u> Motion 094/23 That Council direct Administration to prepare the 2023 Taxation Rates Bylaw to reflect a tax rate increase of 2.9%</p> <p>Motion 095/23: That Council release the 2023 tax stabilization transfer from reserves in the amount of \$1,168,144.</p> <p><u>December 13, 2022 Regular Council Meeting</u> Motion 481/22: That Council approve the 2023 Operating Budget as amended by motions passed on November 23 and 24, 2022, which represents a 3.9% tax rate increase.</p> <p><u>September 10, 2019 Regular Council Meeting</u> Motion 341/19: That Council approve the Elected Official Remuneration Policy.</p>
Report	<p><u>Background Information</u></p> <p>Council’s Budget Recommendations</p> <ul style="list-style-type: none"> On September 10, 2019, upon the recommendation of the Citizen Task Force on Elected Official Remuneration, Council approved the Elected Official Remuneration Policy, which provides that elected officials should be fairly compensated for their time and expenses incurred representing the County (see Attachment 3). As part of the Policy, Administration is responsible to review and budget sufficient funds during the budget cycle for elected officials to carry out their respective duties. A review has been undertaken considering operations have now normalized since the height of the COVID-19 pandemic when

	<p>conferences and in-person meetings were not occurring, and by evaluating 2022 financial results along with future plans, Administration recommends the following changes be approved within Council’s budget to ensure that overages do not occur:</p> <ul style="list-style-type: none"> ○ \$24,500 for conferences ○ \$10,500 for per diems <p>CAO’s Budget Recommendation</p> <ul style="list-style-type: none"> • The County is advancing several revenue-generating strategic initiatives that are ongoing and at various stages of readiness. The proposed additional funding is to manage the corporate needs arising from this work with public, private sector groups and institutional investors to grow innovative partnerships. • Administration recommends that the CAO’s Budget be increased by \$25,000 to accommodate the execution of these strategic initiatives. <p><u>Relevant Policy/Legislation/Practices</u></p> <ul style="list-style-type: none"> • Reserve Policy • Elected Official Remuneration Policy <p><u>External Communication</u></p> <ul style="list-style-type: none"> • Public notification of the approved budget was provided on the Sturgeon County website, social media updates, and news release. • The public will be made aware of Council’s decision on the proposed budget amendment through coverage of the June 13, 2023 Regular Council Meeting. <p><u>Relevant Policy/Legislation/Practices</u></p> <ul style="list-style-type: none"> • 2023 Sturgeon County Budget
<p>Implication of Administrative Recommendation</p>	<p><u>Strategic Alignment</u> Operational Excellence – The budget amendment will ensure adequate funding is available in alignment with Council and CAO priorities.</p> <p><u>Organizational</u> None.</p> <p><u>Financial</u> The General Operating Reserve will fund the \$60,000 amendment in 2023 and will form part of the regular base operating budget in 2024 and beyond.</p>
<p>Alternatives Considered</p>	<p>Council could maintain the originally approved budget allocations.</p>
<p>Implications of Alternatives</p>	<p><u>Strategic Alignment</u> None.</p> <p><u>Organizational</u> None.</p>

	<p><u>Financial</u></p> <p>Elected officials may be unable to attend additional conferences or meetings without incurring budget overages. Further, corporate needs arising from the execution of strategic initiatives may not be accommodated.</p>
Follow up Action	<ol style="list-style-type: none"> 1. Allocate funding from the General Operating Reserve (Corporate Finance & Treasury, Q2 2023).
Attachment(s)	<ol style="list-style-type: none"> 1. Attachment 1: 2023 Council and CAO Office Budgets 2. Attachment 2: Reserve Policy 3. Attachment 3: Elected Official Remuneration Policy
Report Reviewed by:	<p>Sabrina Duquette, Manager, Corporate Finance & Treasury</p> <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 type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Modern broadband and digital capabilities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Low cost, minimal red-tape regulations 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Reliable and effective infrastructure planning; comprehensive land use and infrastructure planning 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Engaging cultural, historical, and civic amenities; strong community identity and pride 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Sustainable development; partnerships with industry and others to drive emission reductions 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Collaborative Governance			
<ul style="list-style-type: none"> Predictable and stable external relationships; volunteer partnerships 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Meaningful connections with Indigenous communities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Respectful and informed debate; clear and supportive governance processes 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" 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"/>