

Request for Decision

Title	Capital Budgeting Policy Amendment
Proposed Motion	That Council approve the amended Capital Budgeting Policy as presented.
Administrative Recommendation	Administration recommends that the Committee approve the amended Capital Budgeting Policy as recommended by the Capital Committee.
Previous Council / Committee Direction	<p><u>September 20, 2023 Capital Committee Meeting</u> Motion 008/23: That the Committee recommend Council approval of the amended Capital Budgeting Policy as presented.</p> <p><u>February 22, 2022 Regular Council Meeting</u> Motion 057/22: That Council approve the Capital Budgeting Policy as presented.</p>
Report	<p><u>Background Information</u></p> <ul style="list-style-type: none"> The Capital Budgeting Policy (the Policy), approved in February 2022, provides guidance over Sturgeon County's capital planning processes by establishing organizational objectives, responsibilities, and outlining related processes. This allows for strategic long term capital planning to support optimal resource allocation, capital investment, growth, and asset lifecycle management while ensuring long term financial sustainability. The proposed Policy amendments were presented at the September 20, 2023 Capital Committee meeting, where they were endorsed. The Committee recommends Council approval of the amended Capital Budgeting Policy as presented. <p><u>External Communication</u></p> <ul style="list-style-type: none"> The Policy will be published on the County website. <p><u>Relevant Policy/Legislation/Practices</u></p> <ul style="list-style-type: none"> Section 245 of the <i>Municipal Government Act</i> (MGA) prescribes that Council must adopt a capital budget for each calendar year. Section 246 of the MGA requires that the capital budget include the estimates amounts acquire capital property and the related sources of funding or financing.

	<ul style="list-style-type: none"> Section 283.1 of the MGA requires the preparation of a written capital plan of the anticipated capital property additions for the period of the next 5 years.
Implication of Administrative Recommendation	<p><u>Strategic Alignment</u></p> <p>Collaborative Governance – Capital governance, through the Capital Committee, Capital Committee Bylaw, and Capital Budgeting Policy ensure that Council is informed and can debate effectively.</p> <p>Operational Excellence – The Capital Committee and Council support for the Capital Budgeting Policy ensures that measurable goals are established and monitored for financial stewardship both in the short and long term.</p> <p><u>Organizational</u></p> <ul style="list-style-type: none"> Multi-year capital budgeting is intended to provide members of Council with the opportunity to be engaged and involved in the capital budget development and have certainty and clarity of what capital projects will be completed. The development of a multi-year capital budget is also intended to reduce annual planning time during the budget process by having pre-approved plans in place that may require moderate adjustments but that can be relied upon over a 3-year period, allowing Administration to focus on implementation efforts, e.g., planning and design, proactive procurement, monitoring progress, financial management, etc. <p><u>Financial</u></p> <p>None.</p>
Alternatives Considered	Council could approve the Policy with further amendments.
Implications of Alternatives	<p><u>Strategic Alignment</u></p> <p>Dependent on amendments proposed.</p> <p><u>Organizational</u></p> <p>Dependent on amendments proposed.</p> <p><u>Financial</u></p> <p>Dependent on amendments proposed.</p>
Follow up Action	<ol style="list-style-type: none"> Obtain Mayor and CAO signatures on the Policy (Legislative Services, October 2023). Post the Policy to the County's website (Legislative Services, October 2023).
Attachment(s)	<ol style="list-style-type: none"> Attachment 1: Draft Capital Budget Policy - Redline Attachment 2: Draft Capital Budget Policy - Updated

**Report Reviewed
by:**

Sabrina Duquette, Manager, Corporate Finance & Treasury

Andrew Hayes, General Manager, Financial Services & Chief Financial Officer

Reegan McCullough, County Commissioner – CAO

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 checked="" type="checkbox"/>	<input 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 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 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 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 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 type="checkbox"/>	<input checked="" type="checkbox"/>