




Request for Decision

Title	Alberta Capital Finance Authority (ACFA) Annual General Meeting
Proposed Motion	<p>1. That Council appoint Rick Wojtkiw, or designee, to represent and vote the shares of Sturgeon County at the Alberta Capital Finance Authority Annual General Meeting to be held on May 2, 2018 in Edmonton, Alberta.</p> <p>2. That Council hereby nominates Ed Kaemingh, Manager, Financial Services to the Board of Directors representing Class “B” Shareholders.</p>
Administrative Recommendation	That Council support staff joining boards that are directly related to municipal business.
Previous Council Direction	<p>April 28, 2015 Motion 138/15:</p> <p>That Finance Manager Ed Kaemingh or designate be appointed to represent and vote the shares of Sturgeon County at the Annual General Meeting of the Alberta Capital Finance Authority to be held on May 7, 2015 in Edmonton.</p>
Report	<p><u>Background Information</u></p> <ul style="list-style-type: none"> At the 2018 Alberta Capital Finance Authority (ACFA) Annual General Meeting (AGM) on May 2, 2018, Class “B” Shareholders will elect a new Director to represent their shareholder class on ACFA’s Board of Directors. There are five (5) Classes of Shares for ACFA, Class “A”, representing the Crown, Class “B”, representing counties and others (detailed below), Class “C”, representing cities, Class “D”, representing towns and villages, and Class “E” representing educational authorities. Class “B” Shareholders represent municipalities (defined as including improvement districts, metis settlements, municipal districts, counties, special areas and specialized municipalities) and to regional airport authorities (includes drainage districts, irrigation districts, regional airport authorities and regional services commissions), and health authorities (includes approved hospitals, mental health hospitals, regional health authorities and provincial health boards). ACFA’s Board is made up four (4) elected (representing each Shareholder Class) and five (5) appointed members (representing the Crown) who come together to make policies and provide strategic direction and oversight.

	<ul style="list-style-type: none"> • The Board has set out a skills matrix to identify the competencies and experience required within the group to effectively carry out the organization’s mandate. • The following skillsets have been identified as a requirement for this position: governance, accounting, financial auditing and information technology. • Nominations for the position can only be made in advance, nominations from the floor are not permitted. <p><u>External Communication</u></p> <ul style="list-style-type: none"> • None. <p><u>Relevant Policy/Legislation/Practices:</u></p> <ul style="list-style-type: none"> • None.
<p>Implication of Administrative Recommendation</p>	<p><u>Strategic Alignment:</u></p> <p>Strong Local Governance and Regional Leadership – Representation on the ACFA Board is for all Class “B” Shareholders and by extension, Sturgeon County.</p> <p><u>Organizational:</u></p> <p>The responsibilities of this role will have minimal impact on the organization.</p> <p><u>Financial:</u></p> <p>Costs associated related to meeting attendance and travel are the responsibility of ACFA.</p>
<p>Alternatives Considered</p>	<p>None.</p>
<p>Implications of Alternatives</p>	<p><u>Strategic Alignment:</u></p> <ul style="list-style-type: none"> • None. <p><u>Organizational:</u></p> <ul style="list-style-type: none"> • None. <p><u>Financial:</u></p> <ul style="list-style-type: none"> • None.
<p>Follow up Action</p>	<ol style="list-style-type: none"> 1. If approved, Administration will complete the designated voting representation. 2. If approved, ACFA will be advised of the nomination to the Board of Directors.

Attachment(s)	<ol style="list-style-type: none">1. ACFA Nomination Letter2. ACFA 2018 AGM Letter and Attachments3. ACFA AGM Minutes - May 4, 20174. ACFA Confirmation of Attendance
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Report Reviewed by:	 Ed Kaemingh, Manager Financial Services  Rick Wojtkiw, GM Corporate Support  Bill Minnes, County Commissioner-CAO
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Strategic Alignment Checklist

Vision: Sturgeon County: a diverse, active community that pioneers opportunities and promotes initiative while embracing rural lifestyles.

Mission: Provide quality, cost effective services and infrastructure to meet the diverse needs of the Sturgeon County community, while improving competitiveness and sustainability.

Focus Areas	Not consistent	N/A	Consistent
Strong Local Governance and Regional Leadership			
<i>We promote consistent and accountable leadership through collaborative and transparent processes (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <i>Consistent with neighborhood role (see MDP), master plans, policies</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <i>Considers fiscal stability and sustainability</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <i>Has a positive impact on regional and sub-regional cooperation</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Respect the Natural Environment			
<i>We acknowledge the importance of a healthy environment and will minimize and monitor our impact on ecosystems (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <i>Compliance with Provincial and Federal regulations and/or legislation</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <i>Ensure effective environmental risk management</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community Identity & Spirit			
<i>We will build upon our strengths, where together we will create an inclusive, caring community (Strategic Plan, (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <i>Promotes and/or enhances residents' identification with Sturgeon County</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <i>Enhances service provision through community partnerships</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <i>Supports Sturgeon County's cultural history</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Planned Growth and Prosperity			
<i>We encourage varied and integrated enterprises that enhance our strong economic base, while balancing the needs of the community and natural environment. (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <i>Does the proposal align with the Integrated Regional Growth Strategy (map/policies) pg. 26 MDP</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <i>Considers cumulative costs and long-term funding implications</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <i>Targets growth around current or planned infrastructure</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Maintain and Enhance Strong Communities			
<i>We are committed to a safe, secure community, where our residents are respected and provided with access to opportunities. (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <i>Positive impact on residents' quality of life</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <i>Supports and promotes volunteer efforts</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <i>Provides programs and services that are accessible to all residents</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Operational Excellence			
<i>We have the organizational capability to deliver consistent and defined levels of service to all stakeholders in a professional, efficient, and cost effective manner</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <i>Staff have the knowledge, skills and capability to perform their jobs</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <i>Streamlines operational processes and policies</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <i>Promotes engagement and professional interaction with stakeholders</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <i>Considers a cost-structure which allows Sturgeon County to remain competitive within a regional, national and global context</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>