

Request for Decision

Title	Agricultural Service Board Terms of Reference Review
Proposed Motion	That Council endorse the Committee Terms of Reference as reviewed and recommended by the Agricultural Service Board.
Administrative Recommendation	Administration supports the motion and the level of participation by the Board.
Previous Council Direction	October 25, 2016 - Motion 370/16: That Council give third reading to the Council Committees Bylaw 1381/16.
Report	<p><u>Background Information</u></p> <ul style="list-style-type: none"> • Sturgeon County has consistently placed value on the contributions Boards and Committees make toward strengthening our local governance and ensuring citizens are engaged as active participants in municipal governance, by representing the broader community. • The Agricultural Service Board (ASB) reviewed the current Terms of Reference during their January 18, 2017 meeting to ensure that they were still consistent with the responsibilities and governance structure of the board. • Motion ASB 012/17 made at the January 18, 2017 ASB meeting was carried unanimously: <i>That the proposed changes to the Agricultural Service Board Terms of Reference be brought forward to Council for Approval.</i> • The proposed changes referenced in the motion above do not contemplate any material changes in roles and responsibilities. They include: <ul style="list-style-type: none"> - Correction of <i>Alberta Agriculture and Rural Development</i> to read <i>Alberta Agriculture and Forestry</i>, to ensure consistency with the Provincial Government’s change in the name of the Ministry. - Replacement of the ‘Farmstead and Acreage Beautification Awards’ with the ‘Excellence in Agriculture Award’ as a responsibility of the board, to reflect the new award category that has been developed and endorsed by the board.

	<ul style="list-style-type: none"> Administration identified the requirement to update the Council Committee Bylaw referenced and made further formatting revisions to ensure that the Terms of Reference were reflective of the new document template. <p><u>External Communication</u></p> <ul style="list-style-type: none"> External communications regarding the new award category have been prepared and circulated through various means (newspaper, website) <p><u>Relevant Policy/Legislation/Practices:</u></p> <p>Bylaw 1381/16, Committee Bylaw</p>
<p>Implication of Administrative Recommendation</p>	<p><u>Strategic Alignment:</u></p> <p>Strong Local Governance and Regional Leadership – Ensuring Boards and Committees are effective will improve the quality of their engagement and increase the effectiveness of Council decisions.</p> <p>Community Identity & Spirit – Board members can be proud of their commitments and their contributions. They really are making a difference and contributing to positive change.</p> <p><u>Organizational:</u></p> <p>None. Organizationally, we are committed to supporting our boards.</p> <p><u>Financial:</u></p> <p>None.</p>
<p>Alternatives Considered</p>	<p>None. Annual review of Council Committee Terms of Reference administratively requires completion.</p>
<p>Implications of Alternatives</p>	<p><u>Strategic Alignment:</u></p> <p>None.</p> <p><u>Organizational:</u></p> <p>None.</p> <p><u>Financial:</u></p> <p>None.</p>
<p>Follow up Action</p>	<ol style="list-style-type: none"> 1. Circulate final Terms of Reference to Board Members (Agriculture Services, March 2017)

**Report Reviewed
by:**



Angela Veenstra, Agriculture Services Manager



Ian McKay, P. Eng., GM Municipal Services



Peter Tarnawsky, County Commissioner – CAO

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 type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input 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 type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <i>Promotes and/or enhances residents' identification with Sturgeon County</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <i>Enhances service provision through community partnerships</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <i>Positive impact on residents' quality of life</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <i>Supports and promotes volunteer efforts</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <i>Streamlines operational processes and policies</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>