




Request for Decision

Title	Approval of Additional Named Insured – Pinewood Hall Association
Proposed Motion	That Council approve the Pinewood Hall Association as an Additional Named Insured under Sturgeon County's insurance policy.
Administrative Recommendation	Administration recommends that Sturgeon County continues to show support to volunteer agencies in the County by approving the Pinewood Hall Association's request.
Previous Council Direction	None.
Report	<p><u>Background Information</u></p> <ul style="list-style-type: none"> • The Pinewood Hall Association operates and maintains the Pinewood Hall and adjacent grounds to offer the Sturgeon County rural community a place for social activities. Pinewood Hall Association is incorporated under the <i>Societies Act</i> of Alberta. • The Additional Named Insured Program allows the County to support the community by providing a cost effective, efficient and comprehensive insurance alternative for non-profit groups that qualify. • Sturgeon County Council has previously approved seventeen Additional Named Insured associations under its insurance policy to date. Each Additional Named Insured is required to enter into an agreement with Sturgeon County as the master policyholder, relating to insurance coverage requirements and minimizing risk exposures. • Each Additional Named Insured is responsible to pay their own insurance premiums. • Any claim against an Additional Named Insured is litigated under Sturgeon County's insurance policy. • Administration has been working with RMA Insurance to facilitate this request. • RMA Insurance reviews Additional Named Insurance requests for eligibility prior to Council decision and has determined that the Pinewood Hall Association is eligible. • Sturgeon County is not required for insurance purposes to have representation on the boards of each Additional Named Insured as it is acceptable to be provided with minutes of all board meetings as well as

	<p>be informed of any and all actions related to a claim if one should arise. Pinewood Hall Association has expressed that they hope to have a municipal representative on its Board of Directors.</p> <p><u>External Communication</u></p> <ul style="list-style-type: none"> None. <p><u>Relevant Policy/Legislation/Practices:</u></p> <p>Each new Additional Named Insured requires a resolution from Council approving their addition to Sturgeon County's insurance policy outlining that Council is aware of the risks and responsibilities of adding the Additional Named Insured.</p>
Implication of Administrative Recommendation	<p><u>Strategic Alignment:</u></p> <p>Maintain and Enhance Strong Communities – Sturgeon County residents have access to programs, services and infrastructure that contribute to their well-being and quality of life.</p> <p>Community Identity & Spirit – Sturgeon County residents have a strong identity with the County and are proud to live here.</p> <p>Organizational: There is administrative work required coordinating insurance invoices and managing claims for Additional Named Insured associations.</p> <p>Financial: There will be no tangible cost to the County as each Additional Named Insured is responsible for paying their insurance. A significant claim by an Additional Named Insured may impact Sturgeon County's insurance rate.</p>
Alternatives Considered	<p>Council could decide not to approve Pinewood Hall Association as an Additional Named Insured under Sturgeon County's insurance policy.</p>
Implications of Alternatives	<p><u>Strategic Alignment:</u></p> <p>The alternative is not consistent with the strategic goals of Maintaining and Enhancing Strong Communities or Community Identity & Spirit.</p> <p>Organizational: None.</p> <p>Financial: No impact to County premiums.</p>
Follow up Action	<ol style="list-style-type: none"> 1. Financial Services will notify Pinewood Hall Association of Council's decision. 2. If approved, Financial Services will obtain a signed Letter of Agreement from the Pinewood Hall Association. 3. If approved, Financial Services will notify RMA Insurance to add this association as an Additional Named Insured.

Attachment(s)	None.
Report Reviewed by:	<div> Sabrina Duquette, Controller, Financial Services</div> <div> Ed Kaemingh, Acting Director, Financial and Strategic Services</div> <div> Reegan McCullough, County Commissioner - CAO</div>

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
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 and MDP pg. 36)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Supports a strong thriving business environment to strengthen our economic foundation 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Plans for responsible growth through the MDP and regional growth plan. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Manages growth for current and future developments through: <ul style="list-style-type: none"> transparent bylaws, policies and processes to enable responsible land development targeting growth around existing and identified future growth areas 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Maintain and Enhance Strong Communities			
<i>We are committed to a safe and viable community, where our residents are provided with access to opportunities and quality of life. (Strategic Plan and pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Provides access to programs and services that have a positive impact on residents' quality of life 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Provides access to safe and reliable infrastructure assets 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Supports the safety of people and property 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Strong Local and Regional Governance			
<i>We promote consistent and accountable leadership through collaborative and transparent processes (Strategic Plan and pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Provides effective leadership and management consistent with Strategic Plan, MDP, master plans, bylaws, policies, community engagement 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Considers fiscal stability and sustainability 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Fosters collaborative intergovernmental partnerships 	<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 and MDP pg. 27)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Promotes and/or enhances residents' identification with Sturgeon County 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Support and/or collaborate with voluntary organizations in the region 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Environmental Stewardship			
<i>We foster a healthy environment and minimize our impact on ecosystems. (Strategic Plan and MDP pg. 27)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Plans and partnerships that minimize environmental impact on natural areas 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Provides awareness of environmental issues impacting the County 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>