



# 2017

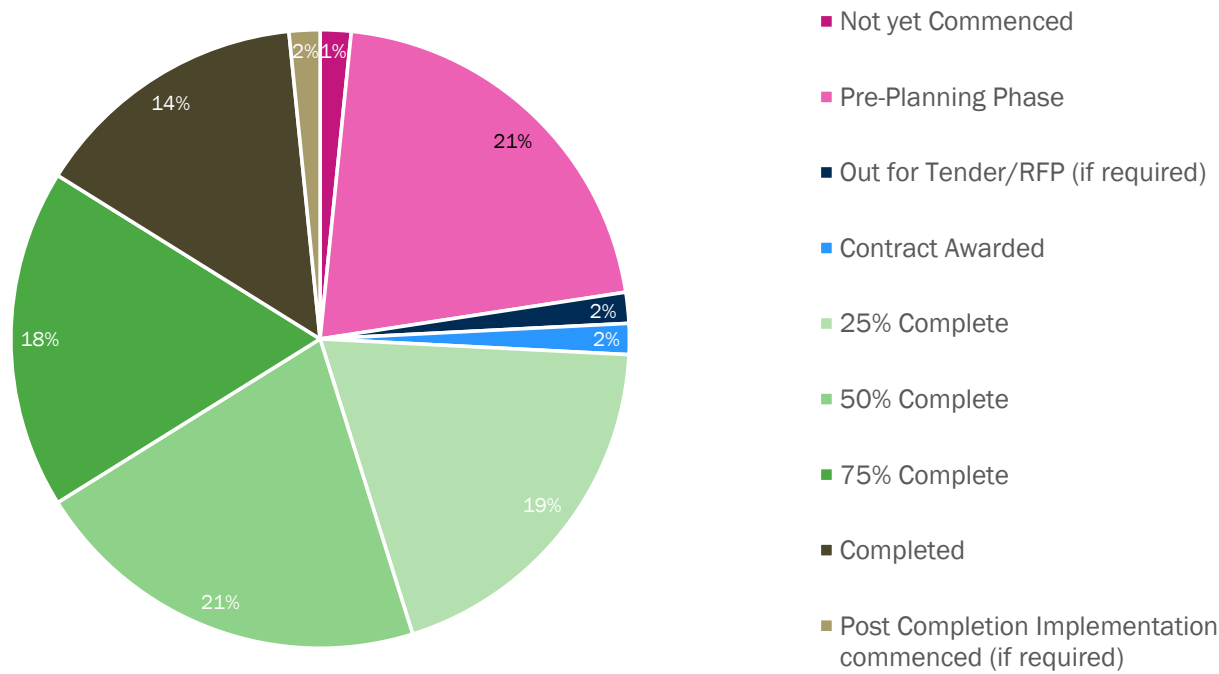
**QUARTERLY REPORT  
CITY OF ST. ALBERT STRATEGIC PLAN  
PROJECTS STATUS UPDATE REPORT**

## **FIRST QUARTER**

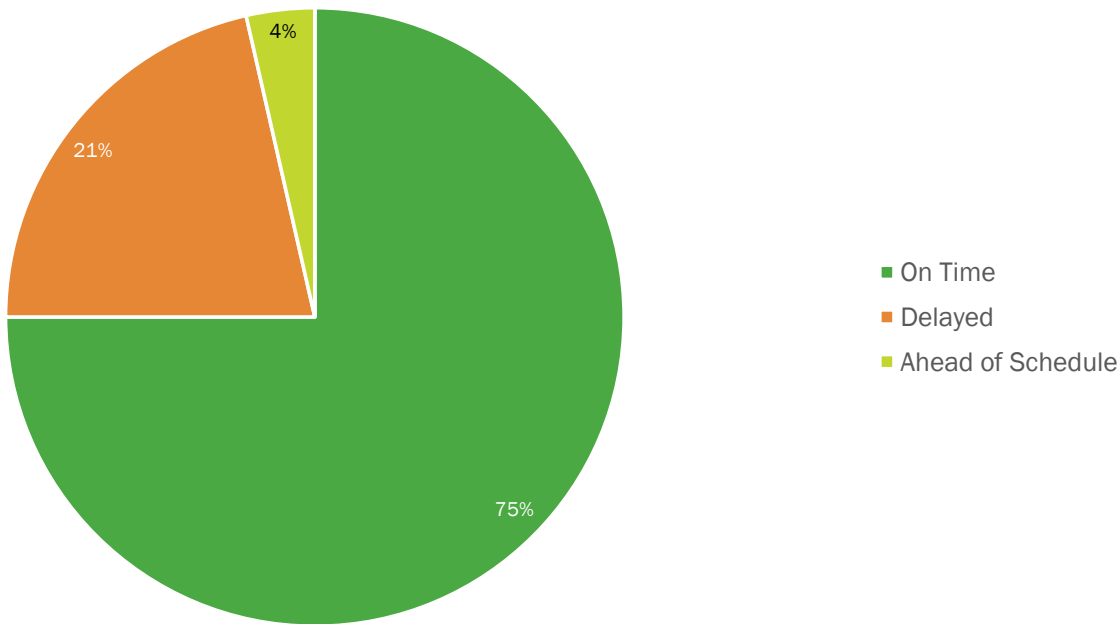


City of St. Albert Strategic Plan Projects Status Update Report  
Quarter One 2017 Summary

Q1 2017 Quarterly Report Status Update Report  
Stage of Project



Q1 2017 Quarterly Report Status Update Report  
Status of Project



**City of St. Albert Strategic Plan Projects  
Status Update Report  
Quarter One 2017**

| Project Name   | Project Description   | Planned Completion (Month-YYYY) | Anticipated Completion (Month-YYYY) | Stage of Project | Status of Project | Quarter One Progress Update   |
|--|---|---------------------------------|-------------------------------------|------------------|-------------------|---|
| <b>SOCIAL PILLAR</b>   |   |                                 |                                     |                  |                   |   |
| City's Emergency Plans   | Further develop and implement the City's emergency plans.   | Apr 2017                        | Apr 2017                            | Completed        | On Time           | <p>The 72 Hour Emergency Planning Guide is being adapted for a Quick Action Guide (70% complete). The ICS 300 course completed. The Risk Communication workshop was held with 39 participants. The Municipal Emergency Plan has been revised and the Emergency Management Bylaw has been reviewed by Legislative Services.</p> <p>A Letter of Understanding (LOU) was developed for alternate Reception Centre location (Alliance Church). LOU's have been signed off with the two school boards and the Salvation Army facility. A Bylaw update was presented to Council on February 21, 2017. The new Emergency Management Bylaw received 1st reading March 21, the 2nd and 3rd reading on April 3rd.</p> |
| Community Diversity and Inclusion Initiatives                      | Develop, promote and support community events that embrace diversity and culture.   | Dec 2017                        | Dec 2017                            | 50% Complete     | On Time           | <p>Received a Grant of \$10,000 from the Alberta Human Rights Commission for the 2nd year to implement further initiatives in our Diversity &amp; Inclusion campaign.</p> <p>It Starts With Me Campaign in this quarter covered Disabilities and Gender. Snapshot Bulletins were distributed and uploaded to website and City staff attended a session on Understanding Disabilities.</p>   |
| Community Wide Bullying Strategy                                   | Support development of a community wide bullying strategy.  | Dec 2019                        | Dec 2019                            | 25% Complete     | On Time           | <p>It Starts With Me education and awareness campaign incorporates anti-bullying in all of the initiatives. Focus for this quarter has been on Protected Grounds and Encouraging Welcoming Behaviour.</p>   |
| Establish a Youth Council  | To provide information and advice to Council in relation to issues involving or affecting youth related to policy, initiatives, building relationships with youth focused organizations, education outreach and reporting to Council once a year. | Nov 2016                        | Oct 2017                            | 75% Complete     | Delayed           | <p>The Youth Council Bylaw was passed by City Council on March 20, 2017. Appointments to the Youth Council are anticipated to take place Fall 2017.</p>   |
| Homelessness Prevention Strategy in St. Albert and Sturgeon County | Research and develop a homelessness prevention strategy   | Dec 2016                        | Dec 2016                            | 75% Complete     | On Time           | <p>No update this quarter.</p>  |

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| Mental Health Awareness                          | Mental Health Strategy   | Dec 2019                        | Dec 2019                            | 50% Complete     | On Time           | <p>Community &amp; Social Development partnered with The St. Albert Community Foundation to host a Youth Mental Health event with Guest Speaker - Sheldon Kennedy. Sheldon Kennedy presented to over 250 students at Lorne Akins school on the importance of speaking and reaching out if youth are facing issues. A similar message was provided at the Arden evening event with 255 in attendance. A panel discussion took place and Community resources (CSD and AHS information) was available. Proceeds from this event will contribute to an endowment for Youth Mental Health.</p> <p>Mental Health First Aid - 26 City staff and local agency volunteer Coordinators were trained. Applied Suicide Intervention Skills Training - 36 Agency and school staff were trained.</p> <p>CSD hosted 'Behavioural Strategies and Tools to help Reduce Anxiety in Children' - 92 residents and school staff attended.</p> |
| Open Payment Fare System Project (Smart Card)    | Implement a regional Open Payment fare collection system in partnership with the City of Edmonton and Strathcona County. | Dec 2019                        | Dec 2019                            | Contract Awarded | On Time           | The tender submissions were reviewed and scored. The top vendor was notified near the end of Quarter One, 2017. The next stage involves the working group entering into negotiations with the vendor to work out the costs, review budget, review terms and conditions of the project, timelines, and other project details prior to actually moving forward with the project. This negotiation phase is expected to take between 60 and 90 days (end of Quarter Two).   |
| Policing Committee                               | Establish a formal policing Committee pursuant to the Police Act   | Dec 2017                        | Dec 2017                            | 50% Complete     | On Time           | As per Council direction, Administration is currently working with the RCMP and Solicitor General on the draft Bylaw to present to Council. The presentation is currently scheduled for the May 1, 2017 meeting. There have been some delays in the draft due to the complexity and ambiguity of the guiding legislation and agreements relating to policing services. If Council passes the Bylaw further work will be required on the selection of the public committee as well as training. The current target is to have a committee formally in place and working prior to the end of 2017.   |
| Poverty Reduction Strategy                       | Develop a community wide Poverty Reduction Strategy.   | Dec 2019                        | Dec 2019                            | 25% Complete     | On Time           | A 'Subsidies available to St. Albert Residents' document was distributed to school counsellors and front line human service workers in the community.  |
| Protection of Person's and Property Bylaw Review | Review the Bylaw and report to Council on findings and recommendations if any.   | Jun 2017                        | Jun 2017                            | 50% Complete     | On Time           | Administration presented the review findings to Council on July 7, 2016, Council approved the recommendation provided and has directed Administration to prepare a new Protection of Person's Bylaw Draft for Council consideration by June 30, 2017. Administration is still on target for this date.   |

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| Site Options for Affordable Housing.         | Advocate for expansion of North Ridge Lodge and identify options for another facility similar to Chateau Mission Court.  | Dec 2018                        | Dec 2018   | 25% Complete     | On Time           | <p>This project is now linked to the Corporate Land Strategy as it relates to the identification and acquisition of land for additional seniors housing facilities. The Housing Diversity Action Plan was approved by Council in 2015 and the initiatives contained in this action plan related to land have been incorporated into the 2016-2035 Corporate Land Strategy Action Plan, which was approved by Council on April 25, 2016.</p> <p>Standing Committee of the Whole will review the Corporate Land Strategy, including Site Options for Affordable Housing, on May 10, 2017. Direction from Standing Committee of the Whole to Council is scheduled to be considered in June 2017.</p>  |
| Transit Governance Review                    | Participate in the Regional Transit Commission Assessment. Business Case analysis for creating a Capital Region Transit Commission is being completed by the CRB, Transit Committee. | Dec 2020                        | Phase 1 - Oct 2017 Phase 2 - Dec 2019 Phase 3 - Dec 2020 | 50% Complete     | Delayed           | <p>A Task Force has been established and a work plan developed for monthly meetings. Administration from both Municipalities are meeting more frequently to provide Task Force members with information as per the accepted work plan. The main goal of the Task Force is to create a draft MOU and Corporate structure that establishes the governing principles for a new Transit entity. The meetings thus far have established the general frame work for the MOU and guiding principles which provides a focal point through which the governing structure can be established. The work plan identifies a completion date prior to a Quarter Three Council presentation.</p>  |
| <b>ECONOMIC PILLAR</b>                       |  |                                 |  |                  |                   |  |
| Downtown District update in LUB (DARP)       | Update Downtown District in LUB to incorporate all of downtown.  | Mar 2017                        | Nov 2017   | 50% Complete     | Delayed           | <p>This work is postponed pending the downtown parking and downtown development scenario work. The downtown development scenario work is currently exploring 5 different build out scenarios which include the future built form, utility servicing needs and the fiscal impact. As the downtown development scenario project and the direction provided from this study will inform the Downton District Update, work on the District Update is delayed.</p> <p>A Downtown District update advisory was provided in Quarter One 2017. The servicing constraints study received in March 2017 allows further movement on FIA &amp; scenario development.</p> <p>Downtown Strategy anticipated in late Quarter Two/early Quarter Three needed prior to finalization of DT Updates for LUB in Quarter Four 2017.</p> |
| Downtown Parking Technical Study/Action Plan | Develop a strategy to ensure effective provision and management of parking resources over time for Downtown.   | Mar 2017                        | Jul 2017   | 75% Complete     | Delayed           | <p>At the January 8, 2016 Council Retreat, Administration explored the issue of downtown parking with Council. A draft of the Downtown Parking Strategy has been completed; however, the finalization is contingent on finalization of servicing assumptions and development scenarios (as identified in the Downtown District summary). Upon completion of the downtown development scenario work, and incorporation into the draft review, the Study will be presented to Council.</p> <p>Servicing assumptions received in March.</p> <p>Administration returning to Council for a DT Parking Strategy workshop (May 8 SCOW). Completion will be tied to overall DARP Implementation Strategy, which is contingent on DT Development Scenarios.</p>   |

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| Employment Lands Action Plan               | Develop a clear and actionable plan for the Employment Lands.   | Dec 2017                        | Dec 2017                            | Pre-Planning Phase | On Time           | Work has been completed to determine the economic impacts of starting development in the Employment Lands and what engineering requirements are needed before development could begin.   |
| Incubation Strategy                        | A strategy that outlines how the City of St. Albert ensures that local businesses and start and grow    | Sep 2017                        | Sep 2017                            | 25% Complete       | On Time           | Stakeholder engagement with NABI, the Chamber of Commerce, EDAB and internal staff has been completed. The strategy is set to be presented to Council in May.  |
| Land Use Bylaw Review and Update (Housing) | Review the Land Use Bylaw   | Jun 2017                        | Jun 2017                            | 50% Complete       | On Time           | <p>A developer focused public engagement session was held in December 2015 and a public open house was held in January 2016. A workshop was held in Quarter Two 2016, where stakeholder input was reviewed and Council was provided with an opportunity to provide input. Additionally, the consultants finalized a Land Use District Analysis Summary document and LUB Residential District Amendment Strategies were presented for Council's consideration on July 11, 2016. Nineteen notices of motion and amendments were provided from three Council members, including two requests for additional information. Lack of clarity in direction and delays in decision making slowing process.</p> <p>On August 22, 2016, the LUB Residential District Amendment Strategies returned to Council. Motion C494-2016 was passed, allowing additional time for direct dialog with individual Councillors.</p> <p>The Strategies returned to Standing Committee of the Whole on October 11, 2016, with Council's suggested amendments for debate. Working with consultant, Admin has created new draft language. Developer Workshop and Open Houses planned April 19/20.</p> <p>Return to Council May 8, 2017 SCOW. Public Hearing scheduled June 26. Anticipate amendments &amp; postponed motions to carry work to September 2017.</p> |
| Servicing Requirements for Growth          | Explore front-end funding options for the servicing of lands for commercial and industrial development. | Sep 2018                        | Sep 2018                            | 25% Complete       | On Time           | <p>Administration is currently working in conjunction with Sturgeon County to look at priority growth areas within the shared boundary region. This foundation work will provide an input into the long-term management and delineation of growth servicing requirements that will be required to support the long-term sustainable development of the region.</p> <p>The team is investigating the legal process for annexation, servicing options that reduce levy costs, criteria for consideration of lands, and the amount of lands to support the long-term population grow for both communities. In the final meeting of the IAC in 2016, the IAC directed the IASAG to develop a draft agreement related to a process for negotiating a boundary adjustment for the February 8, 2017 IAC Meeting.</p> <p>Notice of Intent to Annex scheduled for April 18, 2017 Council. If approved by Council on April 18, 2017 this item will be known as Annexation - Sturgeon County in future updates.</p>   |

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| Shop Local Concept  | Help develop, support and promote the concept of Shop Local in St. Albert.  | Sep 2017                        | Sep 2017                            | 50% Complete     | On Time           | The "Show Us What You Got" campaign has been initiated and will continue until at least Sept 30. Advertising educating residents on the importances of shopping in St. Albert will run online and in print from April 1-June30.   |
| <b>BUILT ENVIRONMENT PILLAR</b><br>(See the Financial Summary for Capital Project Status updates) |   |                                 |                                     |                  |                   |   |
| Asset Management Framework  | Establish a corporate policy for life cycle replacement of assets and ensure documentation is in place to guide Administration's plans and budgets. | Aug 2016                        | Sep 2018                            | 25% Complete     | Delayed           | A draft Terms of Reference has been developed for the Administrative Committee on Asset Management and the Administrative Committee will present these revisions to SLT (anticipated to be completed Quarter two 2017). An inventory of minor asset classes has been completed by Engineering Services and a lifecycle plan is being evaluated. Information Technology Service has completed the development of a life cycle administration policy related to their respective assets that supports their approved level of service. the Utility Department is updating the asset condition data base used to evaluate lifecycle of those assets. the Enginee0ing Department is updating the condition ratings of the transportation assets which is used to evaluate lifecycle of those assets. the Engineering Department is work with other Departments to enhance our GIS and condition assessments to improve the lifecycle decisions. |
| Capital Partnership Program   | This shared funding program is designed to stimulate new capital projects to help prepare St. Albert for the anticipated community growth.          | Dec 2016                        | Mar 2017                            | Completed        | Completed         | At the December 12, 2016 Council meeting, Council passed the motion that will repealing the Capital Partnership Program Advisory Bylaw, upon completion of the final task assigned to the Committee, review of the detailed business case for the St. Albert Performing Arts Theatre.<br><br>The Capital Partnership Program Advisory Committee recommended to Council to not proceed any further with the St. Albert Performing Arts Theatre proposal. This recommendation was reviewed and accepted by Council on March 20, 2017. Upon this conclusion Capital Partnership Program Advisory Committee Bylaw 15/2013 has been repealed and Council Policy C-FS-18 Capital Partnership Program Principles has been recinded.  |

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| Capital Project Estimating and Process Review                         | This project analyses the actual estimates provides within a 3-year horizon for key growth projects and also examines the process utilized, to determine if process changes will improve the overall result                                | Dec 2018                        | Dec 2018                            | 50% Complete                     | On Time           | Initial consultant report has been presented to Council, implementation plan is planned to be presented on April 24, 2017.  |
| Corporate Land Strategy Workplan                                      | This on-going project is in place to guide the work required to prepare Council to make decisions related to land to ensure that council priorities that involve land are addressed.   | Dec 2017                        | Dec 2017                            | 50% Complete                     | On Time           | A Corporate Land Management Policy is in development and a draft was presented to Council in January 2017. Members of Council provided feedback to the Policy and further discussion will be held on May 10, 2017 at Standing Committee of the Whole. The final draft of the Policy is scheduled to be presented in June 2017.<br><br>On May 10, 2017, Standing Committee of the Whole will also review the Corporate Land Strategy with a specific focus on discussing the existing areas requiring completion within the Strategy, namely: Timing & Costs regarding unservicing corporate lands, Assigning lands for 10-Year Capital Plan projects, Hold or Dispose of Unassigned lands, and Direction regarding addressing land needs. |
| Digital Display Update  | Review the Land Use Bylaw  | Mar 2017                        | Apr 2017                            | 75% Complete                     | Delayed           | Council direction was received to review digital displays. This item went to Council on August 22, 2016. Based upon that meeting, Council directed Administration to re-engage with the public to ensure all concerns are addressed.<br><br>In November 2016, Admin held world town hall with representatives of UDI and the Sign and Real Estate industries, and posted an online survey for public input, which is now closed. Went before Council on February 27, 2017. Returned April 3, 2017.  |
| Fixed Network Automated Meter Infrastructure (AMI) Water Meter System | Implement reading of water meters electronically to allow online access to water consumption data. It will also assist with detecting leakage in a timely basis and provide support to consumers in monitoring/reducing water consumption. | Jul 2018                        | Dec 2018                            | Out for Tender/RFP (if required) | Delayed           | Project was tendered in February and Closes beginning of April. Evaluation of tenders and negotiation of contract to be completed in April and May. Project initiation Quarter Three of 2017. Will include a significant Public education component to be managed by the proponent, with guidance and oversight of the City. Completion of all meter replacements and installation of a fixed base network system to be by end of 2018.   |
| Growth Areas For Transit Service                                      | Support growth-area transit service to higher density residential areas.   | Sep 2017                        | Sep 2017                            | 50% Complete                     | On Time           | Schedule adherence monitoring has been done to determine priorities for growth service additions. Improvement of transit service levels to new growth areas will coincide with the local route restructure plan that is currently in development. Consultation with the Transit Advisory Committee has been reinstated and will continue into Quarter Two, 2017. Changes to local routes will align with the new Transit Service Policy approved in Quarter One, 2017.  |



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| Millennium Park Phase 1, Placemaking Design Concept   | Draft ITT and TOR with coordination with Founders Walk, Heritage Walk, and Red Willow Park West projects with Millennium Park Placemaking Phase 1.  | Mar 2017                        | Aug 2017                            | 75% Complete       | Delayed           | <p>Dialog was selected as the placemaking consultant. Workshops and numerous engagement opportunities and engagement took place throughout July and August 2016. The Planning department completed Part Three “Big Move + Bold Strokes” by hosting two workshops regarding on September 7, 2016. During the workshops, the project consultant DIALOG invited participants to provide comment on the Vision, Principles and proposed activities found within the park.</p> <p>To start Part 4 of Phase 1, the Planning Department hosted a Community Knowledge Building Public Lecture on Placemaking on September 21 at the Arden Theatre. Engagement sessions held September 28 and October 5, 2016, where a refined concept was be displayed. Draft design report and costing received late January. Admin currently working with consultant on phasing revisions and corrections to report.</p> <p>The item is tentatively scheduled to go to Council August 21, 2017.</p> |
| Fountain Park Pool Peninsula Removal  | That an architectural/engineering review and construction estimate is performed to determine the costs, feasibility and timelines required to remove the peninsula in the Fountain Park Pool, and up to \$15,000 be allocated for this, to be funded through the Stabilization Reserve. | Apr 2017                        | Apr 2017                            | Completed          | On Time           | At the request of Council, Administration engaged a third party consultant to provide costs of removing the peninsula. The peninsula is a physical amenity located within the leisure pool at Fountain Park. A report that outlines the cost and impact of removing the peninsula has been received from the consultant. An administration backgrounder report with the details has been submitted to Council for further direction.  |
| New Facility Predictive Assessment Model (Action Plan for expansion of recreational facilities) | Implement an action plan to determine time and population triggers to expand recreational facilities with supporting cost estimates.  | Jun 2017                        | Jun 2018                            | Pre-Planning Phase | Delayed           | As a result of Council Motion C273-2016 Administration is preparing for a workshop in November 2016 to discuss criteria and scoring. Due to lack of assigned resources this item has been postponed to June 2017.   |
| North Ridge Phase 2 or 3 amendment, 43 City Annex North (City Land)                             | City owned land background studies and Area Structure Plan amendment.   | Sep 2019                        | Sep 2019                            | Not yet Commenced  | On Time           | The Badger ASP work was postponed until 2018 by Council on July 4, 2016.  |
| Park & Ride Transit Centre Project  | Develop a park and ride location and plan. Provision of park and ride facility on surplus Transportation Utility corridor lands for St. Albert Transit users aiming to increase ridership.  | Dec 2019                        | Dec 2019                            | Pre-Planning Phase | On Time           | Administration has had numerous meeting with the City of Edmonton and project sponsors, to keep the project moving along. Redesign of the plan is occurring based on higher than originally anticipated costs for the land purchase and mandated improvements to the site and surrounding roads. An RFP for engineering services was released in Quarter One, 2017 and will be reviewed and awarded in Quarter Two, 2017. Once this contractor produces a report, we will have a clearer understanding of costs and impacts on budget.  |

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| Park and Ride Transit Centre Land Agreement   | Develop a park and ride location and plan. Develop a lease agreement with the City of Edmonton and the province of Alberta for lands within the Transportation Utility Corridor. | Sep 2017                        | Sep 2017                            | Completed        | On Time           | Council from the City of Edmonton approved the purchase of the land in Quarter One, 2017 within their boundaries (even though the land is owned by the province, the COE had to approve the purchase first). A final agreement has been signed off, so the focus will be on finalizing the purchase agreement with the province.   |
| Parks and Open Space Guidelines               | Update the 1994 Parks & Open Space Guidelines document to align with current and future vision of Parks and Open Spaces in the City of St. Albert                                | Dec 2017                        | Jul 2017                            | 50% Complete     | Ahead of Schedule | Work on review of the Parks and Open Space Guidelines has begun with review and update of elements within the document underway. The data is currently being analyzed.   |
| Safe Journey to School Program Implementation | Implement recommendations from the Safe Journey to School program.   | Nov 2021                        | Nov 2021                            | 25% Complete     | On Time           | Implementation of the Safe Journeys to School program will be ongoing until 2021 pending Council approval of related project charters.<br><br>Some 2016 tasks will be carried forward into 2017 due to seasonal impacts (such as pedestrian crossing road markings) and pedestrian ramp construction. School zone warning flashers have been installed; however identification of operational issues exist with some equipment that will be rectified in early 2017; school traffic data is being compiled and reported on and will be used for evaluation and enforcement coordination. The piloting of rectangular rapid flashing beacon crossings (RRFB's) has started and recommendations for further placement will be made in Quarter One of 2017. |
| Schedule C Signage Review                     | Review the Land Use Bylaw  | Dec 2016                        | Jun 2017                            | 75% Complete     | Delayed           | This item requires completion of the Digital Display review (scheduled to be before Council on February 27, 2017).<br><br>In November 2016, Admin held world town hall with representatives of UDI and the Sign and Real Estate industries, and posted an online survey for public input, which is now closed. This item is anticipated to go to Council in Quarter Two 2017 (June SCOW). Somewhat delayed due to elongation of approval process for Digital Displays LUB amendments.  |
| Transit Route Restructure                     | Local route and service restructuring.   | Sep 2017                        | Sep 2017                            | 50% Complete     | On Time           | Draft service levels were reviewed by Council in Quarter Four, 2016, and then approved in Quarter One, 2017. The revised service level policy will guide future route development and restructuring. Internal redesign and route restructuring is ongoing.   |
| Urban Village Guidelines                      | Update existing Urban Design Guidelines to ensure currency and relevance for upcoming development.   | Jun 2017                        | Jun 2017                            | 75% Complete     | On Time           | A draft of the Urban Village Guidelines has been completed and is under review. In Quarter Three 2016 Staff reviewed the Urban Village Guidelines provided by the Consultant. A short check list of items require attention, and are being reviewed by the DO's and Housing. This project has exhausted the funds assigned, and any updates will be completed by Planning staff through Quarter One 2017.<br><br>Principals being incorporated into the Community Design Principles (1st Council presentation June 26, 2017).  |

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| Whistle Cessation   | Assess opportunities for whistle cessation to reduce noise pollution within the community.  | Nov 2016                        | Nov 2019                            | Pre-Planning Phase | Delayed           | <p>Specific site improvements identified solely as "safety" enhancements have started in 2016 and will continue into the construction season of 2017. Actions are focused around sign and road-marking placement.</p> <p>September 19, 2016 Council approved Whistle Cessation Bylaw 15/2016, consolidated funds related to safety crossing improvements and whistle cessation, and will proceed in working with Transport Canada for potential grant funding related to safety improvements.</p> <p>December 20, 2016: Three grant applications, totaling an estimated value of \$790,000 of funds, were made to Transport Canada through the Rail Safety Improvement Program (RSIP). Transport Canada will be communicating back to the City in Quarter One of 2017 on response to the applications which had two applications focused on completion of Engineering and Design work in 2017 (construction tentative for 2018), and one application for design and construction of necessary rail corridor fencing in 2017.</p> |
| <b>NATURAL ENVIRONMENT PILLAR</b>                                 |   |                                 |                                     |                    |                   |  |
| City Facility Energy Conservation Project - Solar Power Retrofits | Placement of solar photovoltaic arrays on existing City facilities to provide 15-20% of energy requirements. Grants through the Alberta Municipal Solar Program will be used to reduce the original capital costs and improve the simple payback by 6 to 10 years.  | Dec 2017                        | Dec 2017                            | Pre-Planning Phase | On Time           | Administration is assessing the feasibility of placing an approximately 200 kW solar array on either the Fountain Park Pool or the Dez Legget Transit Centre in 2017. Assessment factors include a structural roof assessment as well as the timing of the next roof maintenance/replacement. Administration has also put an expression of interest in through the Municipal Climate Change Action Centre (MCCAC) for a Municipal Solar Grant which is provided as a rebate once the installation is completed.  |
| Organic Waste Collection at City Owned Facilities                 | Coordinate organic waste collection at City owned facilities.   | Jul 2017                        | Jul 2017                            | Pre-Planning Phase | On Time           | Administration is planning a organic waste collection pilot for several City Owned Facilities in 2017. This requires a revision to the contract with the waste collection contractor for City Owned Facilities and is anticipated to be completed by the end of Quarter Two.   |
| Sedimentation and Erosion Control Project 2010 - 2021             | Complete the Sedimentation and Erosion Control Plan to reduce the accumulation of sediments in the Sturgeon River. The 10-year Capital Plan identifies eight high priority outfall locations for retrofits to control sediment entering the Sturgeon River. Two outfalls have been completed since 2010. In 2015, the project will be reassessed and updates to timelines and budget will be recommended, if necessary. | Dec 2021                        | Dec 2021                            | 25% Complete       | On Time           | A new outfall and grit interceptor was put in as part of the major storm water rehabilitation project along Perron Street. This project started in November 2016 and is scheduled to be complete by April 2017. With the completion of this grit interceptor, four out of the eight high priority storm water outfalls will be completed.  |

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| Sturgeon River Watershed - Integrated Watershed Management Plan | Following recommendation from the State of the Sturgeon River Report (2012), the purpose of this project is to work with the region and establish an inter-municipal taskforce/technical committee to harmonize inter-municipal plans, bylaws and policies related to watershed management issues. | Dec 2020                        | Dec 2020                            | 25% Complete   | On Time           | The Sturgeon River Watershed Alliance Steering Committee completed a draft resolution requesting provincial support for watershed planning for consideration by the Alberta Urban Municipalities Association and the Alberta Association of Municipal Districts and Counties in 2017. This resolution was presented and passed at the AUMA Mayors Caucus on March 8th. The Alberta Government announce on March 22nd, World Water Day, \$12 million in guaranteed funding over three years for the 11 Watershed Councils including the North Saskatchewan Watershed Alliance. |
| <b>CULTURE PILLAR</b>   |  |                                 |                                     |  |                   |   |
| Canada's 150th Public Art Project                               | Plan and install a public art piece to commemorate Canada's 150 th Birthday.   | Aug 2018                        | Aug 2018                            | Pre-Planning Phase                                     | On Time           | A Public Art Associate has been hired to coordinate the Canada 150 public art project. A preliminary timeline is in development with consideration and implementation of opportunities for community engagement in celebration of our country and our community.  |
| <b>GOVERNANCE STRATEGY</b>                                      |  |                                 |                                     |  |                   |   |
| Advocacy plan for Ray Gibbon Drive                              | Develop an advocacy plan for the twinning of Ray Gibbon Drive.   | Jun 2017                        | Jun 2017                            | Post Completion Implementation commenced (if required) | On Time           | Ray Gibbon Drive was included in the unfunded capital projects list of the Provincial Government's 2017 Budget, which indicates that it meets priority criteria and fits within the three pillars of the Provincial Capital Plan. Some of these projects will receive funding for planning as part of the Budget 2017 Capital Plan. An update to the advocacy plan is being developed to reflect this new development and plan for the next phase of advocacy.  |
| Agenda Management Software                                      | Implementation of software to facilitate more efficient processes for agenda report and Council meeting agenda development and distribution as well as management of workflows and tracking of actions resulting from Council Meeting decisions.   | Jun 2017                        | Jun 2017                            | Pre-Planning Phase                                     | On Time           | Further modules of the system which assist with other aspects of Council processes are planned for implementation in early 2017. Voting module expected to be launched in first half of 2017.   |
| Annexation Negotiations with Sturgeon County                    | Lead the Annexation Negotiating Committee to an uncontested annexation application to the Municipal Government Board.  | Jun 2020                        | Jun 2020                            | Pre-Planning Phase                                     | On Time           | Initial work is being done to prepare for the first Negotiating Committee meeting, which will take place after the Intent to Annex is filed by St. Albert with the Municipal Government Board.  |



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Status Update Report  
Quarter One 2017**

| Project Name   | Project Description   | Planned Completion (Month-YYYY) | Anticipated Completion (Month-YYYY) | Stage of Project        | Status of Project | Quarter One Progress Update   |
|--|---|---------------------------------|-------------------------------------|-------------------------|-------------------|---|
| Capital Region Board Growth Plan Update  | Actively participate in the Capital Region Board (CRB) Growth Plan update.  | Oct 2017                        | Oct 2017                            | 75% Complete            | On Time           | The plan was approved by the Capital Region Board on October 13, 2016, and has been submitted to the Government of Alberta for approval. The Capital Region Board is still awaiting provincial approval before next steps can be taken.   |
| Capital Region Board Transition  | Actively participate in the transition from the Capital Region Board to the new Growth Management Board.  | Oct 2017                        | Oct 2017                            | 25% Complete            | On Time           | The Transition Task Force met on March 8 and will meet until May 25, 2017 to set the Capital Region Board up for the changes in membership and mandate in the new regulation, which will come into effect Fall 2017. The City of St. Albert is providing an initial submission to the Task Force for its April 13, 2017 meeting.  |
| Collective Bargaining with all trade unions: IAFF 2130, CUPE 941 and CUPE 5141 | Collective Bargaining with all trade unions: IAFF 2130, CUPE 941 and CUPE 5141  | N/A                             | N/A                                 | Completed               | On Time           | Collective Bargaining Negotiations with all three unions have been successfully completed and a three year collective agreement for each bargaining unit achieved. IAFF (2015-2017), Both CUPE groups (2016-2018).  |
| Compensation Review  | Design, evaluate and establish a total compensation strategy. Incorporate compensation methodology and analysis, and a comprehensive benchmarking survey in order to build competitive pay structures and evaluation methodology. | Dec 2017                        | Dec 2017                            | Pre-Planning Phase      | On Time           | The Compensation Review project is a multi-layered and complex project that will necessitate a phased approach. The first phase of the Compensation Review has been initiated. This phase will establish competencies for senior level staff within the organization (City Manager and leaders). This phase has been completed. Competencies will then be integrated and linked into our compensation review process. The phases of the project that follow are currently being scoped and an implementation plan is under development that will include job classification and evaluation. This project is linked to the review of Council Policy C-HR-02 Non-union Employee Remuneration that will brought to Council in Quarter Four 2017. |
| E-Purchasing Cards   | Implement e-purchasing card to streamline the payment process and tighten controls in expenditures.   | Dec 2017                        | Dec 2017                            | Planning/Implementation | On Time           | The new BMO webportal will be rolled out to two or three more departments in Quarter Two/Quarter Three. Depending upon the Agresso Purchasing card module implementation timeline, we may delay additional roll out of the BMO webportal to more departments as the Agresso Purchasing card module will take its place.   |

**City of St. Albert Strategic Plan Projects  
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|--|--|---------------------------------|-------------------------------------|-------------------------|-------------------|---|
| Facility Safety and Security             | Implement facility safety and security initiatives including enhanced facility access controls, staff training, monitoring and internal/external communication measures.                                   | Dec 2017                        | Dec 2017                            | 75% Complete            | On Time           | Access control security as contemplated in the original project charter is now complete and fully functional with the exception of Servus Place and Fountain Park. Both those locations await the issuance of new cards for all staff before connection to the Feenics access system. System testing and commissioning is complete at IT, the Collective, and St. Albert Place with the exception of the SAP front door interface, a specialty item that was finally connected last week. We have also included access control on the main door at Charter Place as part of the renovations and will have that up and running when staff move in. Some system changes are required to suit certain operating areas and are in process of being implemented. Discussions on previously planned and budgeted enhancements including the pro-active cameras, and an enhanced emergency communications system have begun and formal plans for the former are expected by the 3rd quarter. |
| Financial Software Project               | Implementation of identified modules and experience packs to enhance our business process and increase our forecast and analysis ability   | May 2017                        | Dec 2019                            | Planning/Implementation | Delayed           | Two financial system modules were implemented in Quarter One of 2017, which allow for paperless requests and a notification process that enhances business processes and controls. Administration is half way in implementing two additional modules that allow document archiving and analysis. The project is on time and within budget.  |
| Fiscal Responsibility and Accountability | Explore options to increase fiscal responsibility and accountability within government.  | Jun 2018                        | Mar 2017                            | Completed               | Ahead of Schedule | Administration has purchased modules for implementation. The financial system has been upgraded and the application upgrade will be done once every year to stay current. A project plan has been developed for phasing in each of the modules with completion in Quarter Two 2018. This project should be considered closed as it specifically related to the major upgrade to Agresso Milestone 4. Please refer to the "Financial Software Project" in this report for future updates.  |
| Long Range Financial Capital Plan        | Phase I - Develop a long range financial plan for both operating and capital finances (municipal and utility) that aligns with the strategic framework and supports the City of St. Albert Strategic Plan. | Dec 2021                        | Dec 2021                            | Pre-Planning Phase      | On Time           | A high-level workplan was presented to Council for approval of Year 1 (2017) funding. The City Manager presented the plan to Standing Committee of the Whole on March 13 and Council approved funding for \$300,000 from 2016 Surplus. The entire plan is expected to take three years to complete.   |
| <b>SERVICE DELIVERY STRATEGY</b>         |  |                                 |                                     |                         |                   |   |
| Talent Management Strategy               | Develop a Talent Management Strategic Plan   | Dec 2017                        | Dec 2017                            | Pre-Planning Phase      | On Time           | Development of the various phases of the talent management strategy are underway. Implementation of a phased approach will continue throughout 2017 and 2018 and will be linked to the Compensation Review. Competency Development will be a focus for 2017 and it will be aligned to the performance management system as well as the compensation review process.   |

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| Community Satisfaction Survey                                    | A statistically representative sample of the community is surveyed every two years. Survey results are presented to Council in October, prior to budget deliberations. Survey results are shared with Departments after Council has received them.  | Jun 2017                        | Jun 2017                            | 75% Complete     | On Time           | The 2017 Community Satisfaction Survey was conducted by Banister Research. The questionnaire was revised to measure how well the City is meeting residents' expectations for service levels. The survey was conducted from February 27 to March 22. Results of the survey will be presented to Committee of the Whole on June 19, 2017.   |
| Community Sustainability Framework                               | Develop a Community Sustainability Plan and related policies to engage the public in better defining a long-term vision for the community.  | Jan 2017                        | Jan 2017                            | Completed        | On Time           | Administration is continuing to embed the Community Vision and Pillars of Sustainability across all major planning, budgeting and reporting elements within the strategic framework. A Coffee Table Book celebrating the Community Vision, including photos submitted by residents and comments collected through the public engagement process, is completed and will be distributed to schools, community groups and participants in 2017. The final celebration was held on January 12, 2017 with the placement of a time capsule / public art in St. Albert Place that will be opened in 50 years.  |
| Continuous Improvement Project 2016<br>Public Engagement Phase 3 | To obtain community feedback on draft Community Engagement Policy, recommend changes to the Council policy and develop principles to propose for inclusion into the Community Engagement Management Plan.   | Dec 2016                        | Mar 2017                            | Completed        | Delayed           | On December 12, 2017, Council approved the Community Engagement Committee's Advice to Council. The Committee submitted a new Public Participation Policy, which they amended based on community input, and Administration presented the Public Participation Management Plan to Council as information. The C-CAO-20 Public Participation Policy was approved by Council on March 20, 2017. Approving this policy resulted in amendments to Council policy C-CG-06 City of St. Albert Strategic Framework, the Public Communication policy, the Public Communication policy, which is scheduled to return to Council on June 19 for approval and to the Planning and Development consultation policy which is scheduled to return to Council by Quarter Two 2018. |
| Continuous Improvement Project 2016<br>Purchasing Process Review | The objective of this project is to review various streams used for the purchase of goods and services to identify opportunities for improvements. Review will encompass entire process from need identification to vendor payment and financial coding as well as review and analysis of current and possible new corporate structure as it relates to purchasing. | Dec 2018                        | Dec 2018                            | Planning         | On Time           | The purchasing review project has a redefined, smaller scope that will encompass reviewing current signing authority levels within the City in order to streamline them, so that Accounts Payable workflow can be implemented by 2018. This is a complex, multi faceted project that will involve reviewing business processes and workloads. Recommendations from this smaller scope expect to be provided to SLT in Quarter Three.  |