



CITY OF ST. ALBERT  
**ADMINISTRATIVE BACKGROUNDER**

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**TITLE: CAPITAL CHARTER ESTIMATES AND STANDARDS**

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On October 3, 2016 Councillor Hughes provided notice in accordance with Section 23 of Procedure Bylaw 35/2009 that she intended to bring forward the proposed motion below.

*In order for Council to debate the motion, the motion must be formally moved.*

**PROPOSED MOTION(S):**

That Administration bring forward to Council the selected improvements to the City's current practices and policies for preparing capital charter estimates and standards and include the implementation timeline for these changes before Q2 of 2017.

**BACKGROUND:**

On October 3<sup>rd</sup>, 2016, Council passed the following motion:

**(AR-16-318)**

That the attachments to the October 3, 2016 agenda report entitled "Information Items" be received as information.

Within this collection of Information Items, the third item, entitled "Capital Project Cost & Process Review - AdminBackgrounder, provided a summary of the study conducted by SMA Consulting on the Capital Project Cost and Process Review which was requested through the 2016 budget process.

Administration provided within the Administrative Backgrounder a summary of the SMA study's fifteen recommendations, listed on pages 2 and 3, as well as a summary of Administration's intended next steps. Within those next steps Administration proposed the following:

*"In terms of the fifteen recommendations Administrations will evaluate each of them within the context of the overall budget and capital project development system, and provide a response and implementation plan to respond to each recommendation. This will be presented to Council as information in Q2 2017."*

It is Administration's understanding of the proposed motion, based on both the information provided above from the Information Item received by Council and the

questions and answers during the Council Meeting on October 3<sup>rd</sup>, 2016, that Administration will bring a Report to Council in Q1 2017 with a response to each recommendation within the SMA Study and an Implementation Plan with specific timelines related to each recommendation for improvements to practices and policies. It is also understood that the intent is not to have the recommendations implemented by the time of this Report however a plan for addressing the recommendations prepared by the time of presentation of the Report.

It is Administration's understanding that this motion differs from our initial intent provided within the Administrative report in only two ways: (1) that the information be brought back to Council formally as a report to Council for approval and not just as information and (2) that this information be brought back in Q1 2017 instead of Q2 2017.

Report Date: November 7, 2016  
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Interim City Manager: Chris Jardine