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**Title:** Capital Partnership Program Advisory Committee: Administrative Recommendations  
Presented by: Monique St. Louis, Director Build St. Albert

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**Attachments:** 1. Draft Bylaw 17 2016 with Council Comments Included, 2. Draft Bylaw 17 2016, 3. Bylaw 15/2013 Capital Partnership Program, 4. C-FS-18 Capital Partnership Program Principles

Date	Ver.	Action By	Action	Result
12/12/2016	1	City Council	approved	Pass

TAMRMS#: B06

**Capital Partnership Program Advisory Committee: Administrative Recommendations**

Presented by: Monique St. Louis, Director Build St. Albert

**RECOMMENDATION(S)**

That the *Capital Partnership Program Advisory Committee* be disbanded upon conclusion of the Committee tasks related to the outstanding detailed business case for the Community Performing Arts Theatre Project.

That Bylaw 15/2013, A Bylaw to Establish and Define the Functions of the Capital Partnership Program Advisory Committee, be repealed upon conclusion of the Committee tasks related to the outstanding detailed business case for the Community Performing Arts Theatre Project.

That City Council Policy C-FS-18, Capital Partnership Program Principles, be rescinded upon conclusion of the Committee tasks related to the outstanding detailed business case for the Community Performing Arts Theatre Project.

**PURPOSE OF REPORT**

The purpose of this report is to present a recommendation to disband the Capital Partnership Program Advisory Committee, and reconsider the need of this Council Advisory Committee, within the context of the various other Council Advisory Committees.

**COUNCIL DIRECTION**

On March 23, 2015 Council passed the following motion:

That City Council Policy C-FS-18, Capital Partnership Program Principles be amended to reflect

that no new applications shall be accepted after June 30, 2015.

On January 25, 2016 Council passed the following motion:

(C33-2016)

That the City Manager collaborate with the Capital Partnership Committee and provide to Council by end of Q-2, 2016, a proposed modified Committee Terms of Reference such that the Committee be involved in an advisory role in the assessment/review of selected significant Municipal Capital projects.

On June 27, 2016 Council passed the following motions:

1. That by July 30, 2016, members of Council provide feedback to Administration regarding Draft Bylaw 17/2016, provided as Attachment 1 to the June 27, 2016 agenda report entitled "Capital Partnership Committee - Modified Terms of Reference".
2. That Administration incorporate feedback received from members of Council regarding Draft Bylaw 17/2016 and present to Council an updated Bylaw 17/2016 and a 2017 Workplan for approval by Q4 2016.
3. That new timelines for the development of an internal review process that evaluates capital project requests for support, as specified in Council Motion C200-2015, and for the formation of a Civic Space Capacity Committee, as specified in Council Motion C374-2012 (as amended by Council Motion C135-2014) be included in the 2017 Workplan for the Advisory Committee for New Community Facilities Bylaw.

## BACKGROUND AND DISCUSSION

The Capital Partnership Program Advisory Committee was formed to provide advice to Council regarding new capital project business cases that are submitted through the Capital Partnership Program, and guided by Council Policy C-FS-18.

In March 2015 Council supported Administrations recommendation to stop receiving business cases, as of June 30, 2015, because the scope, magnitude and complexity of the projects that were in development were less than what was envisaged to result from the Program. The approach to conclude the program was that all business cases in process will be honored by the program, and the policy will remain in effect to guide Administration and the Capital Partnership Program Advisory Committee through the review and management of the business cases.

Then late in 2015, after Council met with their Advisory Committees, Council suggested that the Committee be repurposed to include the Committee in assessing and/or reviewing select significant municipal capital projects.

The Committee attempted to interpret the spirit of Councils direction and to include within the scope work of similar nature for the Committee to ensure depth and breadth of responsibility, so included a community lens for:

- Mid and long terms civic space requirement planning, and
- Design of an internal review process to evaluate capital project requests for support from external agencies and community organizations.

Administration presented a draft revised bylaw in June, 2016, and requested feedback from Council to ensure clarity of understanding of the intent of Council direction through motion C33-2016. Limited feedback was received.

Then on May 2, 2016, while these discussions were occurring Council passed the following motion:

#### C274-2016

That the City Manager review C-CG-09 (Task Forces, Council Committees, Steering Committees), plus any Bylaws, the Procedures Bylaw, various Terms' of References and the Governance of all and propose any governance changes in Q3, 2017 with the aim to rationalize, streamline and align purpose and structure.

Initially, Administrations view was that the work required to realize motion C274-2016 would take significant time, and should not prevent the Capital Partnership Program Advisory Committee from working toward fulfilling Council's direction.

However as time went by and the Committee continued to struggle to understand Council's wishes in regards to their future work, Administration now believes that because of the fundamental changes that likely will arise from the fulfillment of motion C274-2016, and in recognition of the many initiatives and activities that are occurring that have the potential to overlap or impact this Committee (ex. the Public Participation Policy, the impacts of the Capital Project Cost and Process Review, and the Public Input Opportunities into the Proposed Budget) Administration now believes that repurposing this Committee in absence of the overall larger corporate perspective is not in the best interest of the Corporation.

Administration is therefore recommending that the most prudent action at this time is to allow this Committee to complete it's originally assigned duties and then disband the Committee.

## **STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT**

The Capital Partnership Program Advisory Committee has been consulted and have provided the following comments:

*The Capital Partnership Program Advisory Committee is supportive of and recommends the formation of a Community Council Advisory Committee whose purpose would be to provide advice to Council regarding community capital projects (ex. library, Arena) contained within the 10 Year Capital Plan. The Committee recognizes that the timing and frequency that Council may require advice from the Committee would be driven by the timing of capital projects at the various stages, and as such would not follow a regular pattern that can be predicted. Because of this they suggest that the committee structure be ad hoc, or at the call of Council.*

*Lastly they support the disbanding of the current committee as it currently stands when the St. Albert Performing Arts Theatre project future is determined. However, if the Committee continues to exist in some form and the roles and responsibilities are in alignment with what is stated above then the current members are likely to reapply, as they are all keenly*

*interested in the concept as well as in continuing to serve the Community and Council.*

## IMPLICATIONS OF RECOMMENDATION(S)

Financial: None.

Legal / Risk: None.

Program or Service: None.

Organizational: Administration will need to develop an alternate strategy to review mid and long terms civic space requirement planning and design of an internal review process to evaluate capital project requests for support from external agencies and community organizations if this Committee is not tasked with these two initiatives.

## ALTERNATIVES AND IMPLICATIONS CONSIDERED

1. Pass Bylaw 17/2016, a Bylaw to Establish and Define the Functions of the Advisory Committee for New Community Facilities, provided as an attachment to this agenda report. Because of the information presented in this agenda report, Administration does not recommend this alternative.

2. Delay any decision regarding the future of the CPPAC until the review of Council Policy C-CG-09, Task Forces, Council Committees, Steering Committees is completed. Administration considered this alternative but does not recommend this because it would leave the Committee members without assignments, and Administration does not view this as respectful of the Members' time or commitment to the community.

## STRATEGIC CONNECTIONS

a) City of St. Albert Strategic Plan (Policy C-CG-02)

*Governance Strategy* - Council is committed to ensuring that the City of St. Albert is a responsive, accountable government that delivers value to the community.

*Service Delivery Strategy* - Council is committed to ensuring that the City of St. Albert is engaging residents to identify opportunities to improve delivery of services to the community.

b) Corporate Objectives

- Deliver programs and services that meet or exceed our standards
- Exercise strong fiscal management
- Ensure our customers are very satisfied

Report Date: December 12, 2016

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