



## Legislation Text

---

File #: AR-20-377, Version: 1

---

TAMRMS#: B06

### **Quarter Three 2020 Corporate Quarterly Report**

Presented by: Kevin Scoble, Chief Administrative Officer

#### **RECOMMENDED MOTION**

That the attachment to the November 16, 2020 agenda report entitled "Quarter Three 2020 Corporate Quarterly Report" be received as information.

#### **PURPOSE OF REPORT**

The City of St. Albert Corporate Quarterly Report - Quarter Three 2020 provides Council with regular and formal communication from the Chief Administrative Officer about progress during the quarter ending September 30, 2020 related to Council Policy C-CG-02 City of St. Albert Strategic Plan.

#### **ALIGNMENT TO PRIORITIES IN COUNCIL'S STRATEGIC PLAN**

Progress report for all initiatives related to Council's Strategic Plan priorities is provided in the Quarterly Report.

#### **ALIGNMENT TO LEVELS OF SERVICE DELIVERY**

Corporate Reporting - Corporate reports are provided to Council on a quarterly basis to meet Council's need for regular and formal communication from the Chief Administrative Officer.

#### **ALIGNMENT TO COUNCIL DIRECTION OR MANDATORY STATUTORY PROVISION**

Council Policy C-CAO-01, Chief Administration Officer Delegations, requires quarterly financial reporting to Council and C-FS-03, Debt Management Policy requires quarterly reporting on compliance with that policy.

The City Manager Bylaw 13/2002 states that 6. (2) The CAO shall: ... (b) be responsible for advising on and communicating with Council with respect to: (i) the operations of the City, (ii) the financial state of the City, ... (c) prepare and submit to Council such reports, including recommendations where appropriate, and answer such inquiries, as required by Council.

Council passed the following motion on March 4, 2019:

(AR-19-038)

That City Council Policy C-CG-02, City of St. Albert Council Strategic Plan provided as an attachment to the March 4, 2019 agenda report entitled "C-CG-02 - City of St. Albert Council Strategic Plan Amendment" be approved.

#### **BACKGROUND AND DISCUSSION**

The Corporate Quarterly report is produced four times a year to communicate progress made on Council's Strategic Plan presented in the Corporate Business Plan, and to present the City's financial

position for the quarter.

There are two parts to this report:

1. Strategic Initiatives Reporting - includes progress update on projects that support Council's strategic priorities.
2. Financial Summary - provides a quarterly update on the City's financial position. Included in this section of the report are three charts each for municipal and utility capital projects, showing budget vs. forecast, project progress and project schedule.

Projects related to City's core service delivery (annual/ongoing operational work) are not included in the report. This streamlined and focused approach provides clearer communication to Council on priority projects related to the Strategic Plan, while still providing highlights of services that may be of interest to Council and the community.

The online StATRACKER Performance Dashboard (<https://stalbert.ca/cosa/admin/statracker/>) provides updates on indicators for the City where quarterly data is available. This tool will continue to evolve as the City's performance measurement program matures.

For the financial summary, Administration used the best information available at a given point in time along with a reasonably conservative approach when forecasting the City's year-end financial positions for the 2020 fiscal year. As Covid restrictions change so may the City's approach to operation which could have further impact on the year end forecast.

## **STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT**

N/A

## **IMPLICATIONS OF RECOMMENDATION**

Financial:

N/A

Legal / Risk:

N/A

Program or Service:

N/A

Organizational:

N/A

## **ALTERNATIVES AND IMPLICATIONS CONSIDERED**

None at this time.

Report Date: November 16, 2020

Author: Darija Slokar

Department: Strategic Services and Information Technology

Deputy Chief Administrative Officer: Kerry Hilts

Chief Administrative Officer: Kevin Scoble

