



## Legislation Text

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TAMRMS#: B06

**12.1**

### **Corporate Quarterly Report - Quarter 3 2021**

Presented by: Kevin Scoble, Chief Administrative Officer

### **RECOMMENDED MOTION**

That the attachment to the December 6, 2021 agenda report entitled "Corporate Quarterly Report - Quarter 3 2021" be received as information.

### **PURPOSE OF REPORT**

The City of St. Albert Corporate Quarterly Report - Quarter 3 2021 provides Council with regular and formal communication from the Chief Administrative Officer about progress during the quarter ending September 30, 2021, related to Council Policy C-CG-02 City of St. Albert Strategic Plan and the City's financial position for the quarter three 2021.

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

Progress updates for all initiatives related to Council's Strategic Plan priorities and financial update are provided in the Quarterly Reports.

### **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 CAO Bylaw 13/2002 states, "6. 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 April 6, 2021:  
(AR-21-059)

That an updated version of Council Policy C-CG-02, City of St. Albert Council Strategic Plan, provided as an attachment to the April 6, 2021 agenda report entitled "Council Strategic Plan Update and Updated Corporate Business Plan" be approved. That the Corporate Business Plan 2021 to 2022, provided as an attachment to the April 6, 2021 agenda report entitled "Council Strategic Plan Update and Updated Corporate Business Plan" be received as information.

## **BACKGROUND AND DISCUSSION**

The Corporate Quarterly report is produced four times a year to communicate progress made on initiatives in progress to achieve the 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 updates 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 charts for municipal, utility and capital projects, showing budget vs. forecast, project progress and project schedule.

Projects related to the 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.

## **STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT**

N/A

## **IMPLICATIONS OF RECOMMENDED MOTION**

Financial:

None at this time.

Legal / Risk:

None at this time.

Program or Service:

None at this time.

Organizational:

None at this time.

## **ALTERNATIVES AND IMPLICATIONS CONSIDERED**

None at this time.

Report Date: December 6, 2021

Author: Dawn Fedorovich

Committee/Department: Strategic Services and Communications

Deputy Chief Administrative Officer: Kerry Hiltz

Chief Administrative Officer: Kevin Scoble