

Quarterly Report for Council - by project

Strategic Plan 2019 - 2022

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Strategic Priority 1
Exceptional Service

>> Objective & Action 1.1

Ensure our customers are highly satisfied with the quality of our service.

- Commit to a high and consistent standard of service.
- Review customer processes on a regular basis to improve accuracy and efficiency, and encourage feedback.
- Consider cultural differences and accessibility needs when providing service.

Description	Start Date	End Date	Status	Progress	Tags
Development Review Process Improvements Identify and implement process improvements to improve the customer service levels for the development application review process.	Sep 01, 2018	Dec 31, 2021	On Track	Progress 75%	Priority Level 1
Enhance Customer Service Phase 1 Implementation of Customer Service focused initiatives including a standardized set of customer service values. Communicate and practice these values to all community members, resulting in exceptional service to our clients so that the service our customers receive is consistent every time they connect with us.	Jul 01, 2018	Jan 31, 2022	On Track	Progress 40%	Priority Level 1
Online Public-Facing Development Reporting System Improvements to the online public-facing development reporting system to increase information that the public can readily access on the status of in stream and approved development that is easier to use and includes an interactive map.	Nov 01, 2020	Aug 31, 2021	On Track	Progress 60%	Priority Level 1

Description	Start Date	End Date	Status	Progress	Tags
Westhill Child Care Grant Implementation To manage the renovation of the second floor at Westhill Community Centre into a child care centre with spaces for 37 children as outlined in the UBCM Child Care BC New Spaces Grant application.	Mar 01, 2021	Mar 31, 2022	On Track	Progress 9%	Priority Level 1

Strategic Priority 1
Exceptional Service

>> Objective & Action 1.2

Ensure City employees are engaged, properly equipped to do their work effectively, and motivated to build their careers in Port Moody.

- Make professional development a priority and provide City staff with excellent learning and development opportunities.
- Commit to strategies for employee engagement.
- Encourage innovative, critical, and creative thinking.

Description	Start Date	End Date	Status	Progress	Tags
Onboarding Improvements Making improvements to onboarding to ensure that employee's orientation is comprehensive, and that the introduction to the organization is a positive experience.	Feb 01, 2020	Dec 31, 2021	On Track	Progress 15%	Priority Level 2
Develop a Corporate Learning Strategy Support the achievement of organizational objectives by ensuring that current and future employee development needs are met.	Dec 01, 2019	Sep 30, 2021	On Track	Progress 45%	Priority Level 2
Roll Out Office 365	Jan 01, 2021	Dec 31, 2021	On Track	Progress 50%	Priority Level 1

Strategic Priority 1
Exceptional Service

>> Objective & Action 1.3

Provide the public with transparent and open government, and opportunities to provide input on City issues.

- Increase access to City information.
- Commit to effective public engagement.
- Encourage public participation.

Description	Start Date	End Date	Status	Progress	Tags
Digital Democracy Explore digital democracy options for large scale City projects/initiatives.	Mar 01, 2021	Jun 30, 2021	Some Disruption	Progress 50%	Priority Level 1
Explore Development Application Surcharges Explore bylaw amendments to add development application fees and charges to recover the costs of streaming the Land Use Committee (LUC) as well as the Advisory Design Panel (ADP).	Jul 01, 2021	Oct 31, 2021	Upcoming	Progress 0%	Priority Level 2

Strategic Priority 1
Exceptional Service

>> Objective & Action 1.4

Form effective relationships with service delivery partners, industries, and stakeholders to improve service delivery.

- Strengthen relationships with other levels of government, First Nations, community groups, and partners.
- Seek partnerships where applicable for the provision of amenities.

Description	Start Date	End Date	Status	Progress	Tags
Truth and Reconciliation Understanding and Engagement The project includes a report on Community as well as Council and City staff dialogue opportunities and would identify a series of activities that would build intercultural relationships, provide education and understanding, invite dialogue on cultural reframing, and encourage participation in a shared activity.	Mar 01, 2020	Nov 30, 2021	On Track	Progress 5%	Priority Level 1

Strategic Priority 2

Environmental Leadership

>> Objective & Action 2.1

Maintain and enhance Port Moody's natural and built assets while reducing the impact on our planet.

- Educate the public about the importance of Port Moody's natural assets
- Inspire environmental actions and advocacy
- Reduce the City's impact on the planet

Description	Start Date	End Date	Status	Progress	Tags
Develop Natural Asset Management Strategy Develop a strategy to incorporate natural assets into the City's overall asset management plan. Natural assets are ecosystem features that provide, or could be restored to provide, services to the city but historically have not been considered on equal footing or included in asset management plans.	Oct 09, 2019	Dec 31, 2021	On Track	Progress 7%	Priority Level 2
Urban Forest Management Strategy Provide an assessment of the urban forest and the establishment of goals, targets and actions to protect and enhance the urban forest.	Feb 03, 2020	Jun 30, 2022	On Track	Progress 7%	Priority Level 2

Strategic Priority 2
Environmental Leadership

>> Objective & Action 2.2

Expand and enhance policies to guide environmental goals and sustainability programs.

- Review and update existing environmental policies on a regular basis to find leadership opportunities.
- Broaden the City's sustainability programs.

Description	Start Date	End Date	Status	Progress	Tags
Sustainability Report Card Update Improved review tool that allows applicants to prepare proposals that address the City's environmental goals by promoting sustainable development.	Sep 01, 2018	Jun 30, 2021	On Track	Progress 82%	Priority Level 2
Develop Spill Procedure Program and Guidelines Develop spill procedure and guidelines to improve storm water quality protection by formalizing protocols, improving equipment and resources, and training staff.	Oct 09, 2019	Jul 31, 2021	On Track	Progress 95%	Priority Level 2

Strategic Priority 2
Environmental Leadership

>> Objective & Action 2.3

Expand and make the most of our parks and green spaces and design them to create positive and diverse experiences throughout the community.

- Focus on user experience in park planning and design.
- Optimize and expand parks to meet the community's needs.
- Create diverse, natural, open-space experiences throughout the community.

Description	Start Date	End Date	Status	Progress	Tags
Inlet Sports Field Redevelopment Redevelop the existing gravel sports field at Inlet Park to include an artificial turf field (sized to accommodate three youth soccer fields within a full-FIFA size field layout with two baseball diamonds) and a new field house. This project supports the Council Strategic Plan with a careful balance of active sports facilities and environmental leadership to protect the surrounding park through construction and operation.	Jul 01, 2019	Dec 31, 2022	On Track	Progress 21%	Priority Level 1
Rocky Point Park Master Plan Update Develop a master plan for Rocky Point Park to implement long-term priorities. Key considerations to include a review of park amenities and infrastructure, access, circulation and parking, special events, waste management strategies, and public art placement.	Mar 01, 2021	Jul 31, 2022	On Track	Progress 2%	Priority Level 1
Parkland Acquisition Strategy Provide an outlook for parkland acquisition from a City-side perspective, develop broad parks acquisition objectives and identify a number of priority actions to pursue. Provide a general framework and a point of departure for more detailed planning that is required to identify specific parkland requirements which relate back to the OCP and the Parks and Recreation Master Plan.	Oct 09, 2019	Jul 31, 2022	On Track	Progress 5%	Priority Level 1

Strategic Priority 3

Healthy City

>> Objective & Action 3.1

Plan for a variety of housing types to meet community needs.

- Ensure that available housing meets the community's diverse and emerging needs.
- Work with other levels of government and private agencies to support housing and homelessness programs and services

Description	Start Date	End Date	Status	Progress	Tags
Develop Accessibility Guidelines for Laneway Homes Update the laneway housing design guidelines and zoning bylaw to promote and incentivize accessibility features in new laneway homes.	Jul 01, 2019	Dec 31, 2021	On Track	Progress 75%	Priority Level 2
Policy for Family-Friendly Units Create a policy for requiring family-friendly units as part of new multi-family developments.	May 01, 2021	Sep 30, 2021	On Track	Progress 0%	Priority Level 1
Affordable Housing Reserve Fund Terms of Reference To update the Affordable Housing Reserve Fund (AHRF) Terms of Reference (TOR). To include a guidelines that will allow distribution of funding out of the Reserve for rental relief initiatives for renters in need of financial assistance within the TOR.	Apr 01, 2021	Jul 31, 2021	On Track	Progress 0%	Priority Level 1
Market Rental and Inclusionary Zoning Policy To develop an inclusionary zoning policy that will require below-market rental units in all multi-family developments seeking additional density. This includes engaging a consultant to analyze the financial performance of strata development in Port Moody and provide input to the policy analysis to help ensure that the inclusionary zoning policy works within the context of local land economics.	Jan 01, 2021	Jun 30, 2021	On Track	Progress 15%	Priority Level 2

Strategic Priority 3

Healthy City

>> Objective & Action 3.2

Provide local services and access to amenities for residents of all ages and abilities.

- Ensure plans and programs take into account the diverse needs of residents and factors related to age and other demographics such as income, languages, housing types, and abilities.
- Consider accessibility when planning and designing programs, services, facilities, parks, and infrastructure.

Description	Start Date	End Date	Status	Progress	Tags
Tri-Cities Food Security Assessment and Action Plan Administration of the UBCM Poverty Reduction grant, RFP evaluation and contract with the consultant.	Jan 01, 2021	Sep 30, 2021	On Track	Progress 75%	Priority Level 1
Community Health Assessment Scoping exercise to conduct a Port Moody Community Health Assessment.	May 01, 2021	Sep 30, 2021	On Track	Progress 4%	Priority Level 2
Shoreline House Post Project Design and installation of five house posts over the next two years with accompanying signage and landscaping representing the heritage of the five Coast Salish Nations.	Oct 01, 2020	Dec 31, 2023	On Track	Progress 11%	Priority Level 1

Strategic Priority 3

Healthy City

>> Objective & Action 3.3

Encourage lifelong healthy and active living.

- Incorporate healthy living opportunities for people of all ages in City programs and services.
- Ensure the built environment and infrastructure allows for, and encourages, active living.

Description	Start Date	End Date	Status	Progress	Tags
Senior Centre Feasibility Study Complete a feasibility study for a new seniors centre in Port Moody based on community needs, outlining programs, space needs and related costs.	Feb 01, 2021	Feb 28, 2022	On Track	Progress 5%	Priority Level 2

Strategic Priority 3
Healthy City

>> Objective & Action 3.4

Ensure Port Moody is a safe place where local government and public safety agencies are prepared to address natural disasters and other emergencies.

- Maintain the “no call too small” community safety service level.
- Ensure that emergency preparedness plans and strategies are incorporated into all municipal operations.

Description	Start Date	End Date	Status	Progress	Tags
Water Distribution System Emergency Plan Update Complete an updated water distribution system emergency plan to reflect the current infrastructure and layout of the water distribution system. Identify critical actions and outline response activities that correspond with hazards, risks and vulnerabilities present in Port Moody in order to ensure continued safe operation of the water distribution system.	Apr 01, 2019	Aug 31, 2021	On Track	Progress 65%	Priority Level 1

Strategic Priority 4
Economic Prosperity

>> Objective & Action 4.1

Support the growth of businesses and business neighbourhood development.

- Enhance economic development opportunities in Port Moody.
- Identify and explore opportunities to develop economic zones in key neighbourhoods.
- Support development and revitalization of commercial neighbourhoods

Description	Start Date	End Date	Status	Progress	Tags
Economic Development Master Plan To develop a roadmap for economic development for the City.	Mar 01, 2021	Dec 31, 2021	On Track	Progress 5%	Priority Level 1

Description	Start Date	End Date	Status	Progress	Tags
Provincial Support for Innovation Precinct To liaise with the Province to advocate for establishing the Moody Innovation Centre as a provincially-supported innovation precinct and to funnel relevant information into existing City processes and policy development.	Mar 01, 2021	Dec 31, 2021	On Track	Progress 75%	Priority Level 1
Innovation Space Hub Opportunities To determine the City's best use of the commercial space provided at 50 Electronic Avenue.	Sep 01, 2021	Jan 31, 2022	Upcoming	Progress 0%	Priority Level 2

Strategic Priority 4

Economic Prosperity

>> Objective & Action 4.4

Create an attractive and vibrant community through events, arts, and culture.

- Encourage and promote community opportunities for the public to experience arts, culture, and heritage activities.
- Encourage and promote community events.

Description	Start Date	End Date	Status	Progress	Tags
Cultural Mapping To create a cultural map of Port Moody. Discussions are underway to look at the possibility of partnering with Coquitlam and Port Coquitlam to undertake this project as a Tri-Cities project and complete a cultural map of the Tri-Cities.	Jun 01, 2021	Mar 31, 2023	On Track	Progress 0%	Priority Level 2
Community Event Improvements To further improve the community event application review process and explore other ways to support events in the community.	Mar 01, 2021	Dec 31, 2021	On Track	Progress 0%	Priority Level 2

Strategic Priority 5
Community Evolution

>> Objective & Action 5.1

Ensure future community growth is carefully considered and strategically managed consistent with the targets approved in our Official Community Plan.

- Develop tools to help us plan and prepare for the future.
- Review proposed development projects and updated population projections on a regular basis.
- Look for creative ways to enable diverse housing forms and heritage revitalization.
- Review the Official Community Plan regularly to ensure it aligns with the community vision.

Description	Start Date	End Date	Status	Progress	Tags
Direction on City Lands Strategy Seek direction from Council on replacement or upgrade of the current Works Yard which is at the end of its useful life.	Dec 09, 2019	Jul 31, 2022	On Track	Progress 25%	Priority Level 1
OCP Update Process An updated Official Community Plan that reflects past achievements and new master plans and includes updated community goals and directions to guide future growth.	Sep 01, 2019	Feb 28, 2022	On Track	Progress 39%	Priority Level 1
Confirm Moody Centre TOD revitalization plan Develop land use policies and promote economic revitalization to promote the evolution and revitalization of the Moody Centre TOD Area.	Jul 01, 2018	Dec 31, 2021	On Track	Progress 20%	Priority Level 1
Expedited Review of SF Land Use Contract Areas Council has concerns that some existing land use contracts for single-family areas allow for development of homes larger than would be allowed under RS1. As a result, Council has requested an expedited review of the single-family Land Use Contract areas.	Nov 01, 2020	Jun 30, 2021	On Track	Progress 0%	Priority Level 1

Description	Start Date	End Date	Status	Progress	Tags
Small Lot Program and Laneway Program Updates Implement recommendation to improve the small lot and laneway housing program (infill development) and draft Bylaw Amendments as required. This new description combines two projects: "Explore laneway housing bylaw updates" and "Small Lot Program Implementation Improvements".	Jan 01, 2018	Jul 31, 2021	Some Disruption	Progress 80%	Priority Level 2

Strategic Priority 5
Community Evolution

>> Objective & Action 5.2

Provide people with a variety of options to move through and around Port Moody safely and efficiently.

- Improve connections between neighbourhoods.
- Reduce the impacts of through-traffic.
- Plan for the impact of emerging transportation technologies.

Description	Start Date	End Date	Status	Progress	Tags
Pedestrian Activated Signals Acceleration Update the Master Transportation Plan to accelerate high priority pedestrian activated signal improvements at Elgin/Clarke, Queens/St. Johns, and Clarke/Seaview. Construct Elgin/Clarke signal in 2020.	Jan 25, 2020	Dec 31, 2021	On Track	Progress 90%	Priority Level 2
St Johns Redesign Project Develop design for improved St. Johns Street streetscape including multi-use path from Albert to Moody and reallocation of HOV lane for sustainable transportation use. This project, identified as a Medium Term Project in our Master Transportation Plan (MTP), is to transform the street into a multi-modal corridor providing improved cycling and pedestrian facilities. It will help make progress towards the 2017 MTP goals and targets including increasing the percentage of sustainable transportation mode trips, reducing average vehicle travel distance, and improving transportation related safety.	Jul 01, 2019	Sep 30, 2022	Some Disruption	Progress 37%	Priority Level 2

Description	Start Date	End Date	Status	Progress	Tags
Bike Route Review Engage a consultant to review a short list of existing bike routes to recommend potential vehicle/bike separation measures, priorities, and cost estimates. Upon completion, report back to Council to request funding to implement the higher priority bike route improvements.	Mar 01, 2021	Jun 30, 2021	Some Disruption	Progress 2%	Priority Level 2
SkyTrain Station Assessment Assess viability and financial feasibility of a third SkyTrain Station west of Moody Centre Station.	Jun 01, 2021	Sep 30, 2021	Some Disruption	Progress 1%	Priority Level 2

Strategic Priority 5
Community Evolution

>> Objective & Action 5.3


Ensure City assets are optimized, maintained, and funded for current and future needs.


- Be stewards of City lands to optimize benefits to community well-being.
- Make progress towards the improvement and sustainability of City facilities to meet emerging needs.
- Ensure resiliency of City infrastructure and assets.


Description	Start Date	End Date	Status	Progress	Tags
Update Asset Management Investment Plan (AMIP) Update to the existing plan model using new information from ongoing capital renewal, recent condition assessments, studies, and master plans. This will result in revised average annual target investment (AATI), the total summation of the replacement value of city assets divided by the service life of all assets.	Oct 09, 2019	Dec 31, 2021	On Track	Progress 5%	Priority Level 2
Inlet Field Funding Options In the event that the City is unsuccessful in its application to the ICIP-CCR program, staff will explore alternative options for funding to replace the \$4.5M requested in the grant funding application.	Mar 01, 2021	Jun 30, 2021	On Track	Progress 0%	Priority Level 1

Description	Start Date	End Date	Status	Progress	Tags
Old Orchard Park Master Plan Development of a master plan for Old Orchard Park to address long-term priorities for the park.	Mar 01, 2021	Oct 31, 2022	On Track	Progress 2%	Priority Level 2
Review Utility and Other Asset Inspection and Monitoring Programs and Develop Improvement Plan Improved the data collection, monitoring, and reporting for City utility and other infrastructure assets.	Jul 01, 2019	Dec 31, 2021	Some Disruption	Progress 33%	Priority Level 2
Trail Network Plan A plan to address the growing demands on trails that provide active recreation, transportation and circulation within parks. The development of a Trail Network Plan and the implementation of the plan will support climate action, human health and recreation, and environmental protection. Trails are the highest used amenity in the park system.	Jan 01, 2022		Upcoming		Priority Level 2

Report Legend

 No Update

 Overdue

 Priority