

Quarterly Plan Report - by Project

Strategic Plan 2019 - 2022

Report Created On: Oct 20, 2021

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.

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 1.1.7	Review and Define Engineering and Operations Work Process, Levels of Service, and Progress tracking Phase 1 Review and define work processes, procedures, levels of services, and progress tracking to improve alignment of staff responsibilities, budgets, and expectations of public and Council. This phase will define a priority plan and complete work for high priority areas.	Jul 01, 2019	Dec 31, 2021	<div><div>Progress 15%</div></div>	<div>Some Disruption</div>	3
Projects 1.1.8	Implement Applicant Tracking System Replacement of the outdated HR Applicant Tracking System (ATS) which is no longer supported by its provider. Research, purchase and implement a new ATS that also incorporates new efficiencies in the recruitment process.	Dec 01, 2019	Sep 30, 2020	<div><div>Progress 60%</div></div>	<div>Some Disruption</div>	3
Projects 1.1.6	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	<div><div>Progress 85%</div></div>	<div>On Track</div>	1

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 1.1.9	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	Progress 40%	On Track	1
Projects 1.1.13	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	Progress 95%	On Track	1
Projects 1.1.14	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	Progress 15%	On Track	1
Projects 1.1.1	Parks and recreation System replacement (Perfect Mind) Replace the City's obsolete parks and recreation system, expanding use to additional facilities, enhancing security, and improving customer experience.	Apr 01, 2015	Dec 31, 2020	Progress 100%	Completed	
Projects 1.1.2	Strategic Plan Creation and Implementation Support Council Strategic Plan development and Implementation of Envisio the strategic planning reporting tool. Conduct Council quarterly reports and annual environmental scan.	Dec 01, 2018	Mar 31, 2021	Progress 100%	Completed	3

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 1.1.3	Establish Digital Procurement Platform Implement bids&tenders online digital procurement platforms which will assist staff in managing the end-to-end sourcing workflows. The online portal will allow staff to manage vendor communications, post bid opportunities, receive submissions, complete evaluations, and oversee vendor performance. Benefits from implementation will also include on-line evaluation tools and workflows such as online scorecards, browser-based evaluations, automatic score tabulation and pricing scenario analysis.	Jun 01, 2019	May 31, 2020	Progress 100%	Completed	
Projects 1.1.4	Paperless License Renewals Introduce and promote online service for licence renewals. Eliminates the need for paper prints, mailing, delivery of notices for licence renewals which saves valuable resources and reduces cost for the City while increasing on-line access to City services.	Jul 01, 2018	Jun 30, 2020	Progress 100%	Completed	
Projects 1.1.5	Construction Site Monitoring Complete and evaluate Bylaw Enforcement Office pilot of pro-actively monitoring major constructions sites. Pro-active monitoring is aimed at preventing issues from becoming neighbourhood concerns by pre-empting and reducing the number of complaints.	Sep 01, 2018	Nov 30, 2019	Progress 100%	Completed	
Projects 1.1.10	Complete Website Renewal Project The new website was successfully launched in June 2019. Ongoing updates and enhancements will be implemented to continuously improve the functionality and design of the website. New features, such as an e-newsletter will be introduced.	Jan 01, 2019	Jun 01, 2020	Progress 100%	Completed	

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 1.1.11	Building Officials Opening Hours Extension Complete and evaluate a pilot for earlier opening hours for the Building Officials. Increased availability of Building Officials makes for easier access for applicants and also supports improved permitting timelines due to extra hours worked.	Jul 01, 2018	Dec 31, 2019	Progress 100%	Completed	
Projects 1.1.12	Online Payments for Highway Use Permits Enable online payments for highway use permit fees for convenience of customers.	Jul 15, 2019	Oct 04, 2019	Progress 100%	Completed	

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.

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 1.2.1	Review and Improve Operations Work Order Management Process Improving the Work Order Management system will enhance the City's ability to plan for asset maintenance in the future, track historical work on assets, and improve customer service. This will improve tracking of requests, allocation, cost and effort tracking, and ensure activities are coded correctly to the assets that they support.	Jul 01, 2019	Dec 31, 2022	Progress 15%	Some Disruption	3
Projects 1.2.3	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	Progress 20%	On Track	2

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 1.2.4	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	Progress 56%	On Track	2
Projects 1.2.5	Roll Out Office 365	Jan 01, 2021	Dec 31, 2021	Progress 55%	On Track	1
Projects 1.2.2	Enhance Employee Engagement Phase 1 Measure employee engagement and develop an action plan to support employee well-being which drives performance and personal success. Phases 1 to include a survey.	Oct 09, 2019	Dec 31, 2020	Progress 100%	Completed	

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.

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 1.3.5	Implement eScribe Implement an electronic agenda and meeting management system. The electronic agenda management system will enhance the report review and approval process. The meeting management system will increase meeting efficiency and ease of access to items in agendas, minutes, and videos.	Jan 01, 2019	Dec 31, 2019	Progress 98%	Some Disruption	3

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 1.3.8	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	<div>Progress 10%</div>	<div>On Track</div>	2
Projects 1.3.3	Open Data - Implement System and Process Migrate the City's open data to a new portal allowing stronger integration with the new GIS system and optimizing costs. Implement internal policies and procedures to encourage sharing of information while maintaining privacy	Nov 01, 2017	Dec 31, 2019	<div>Progress 90%</div>	<div>Major Disruption</div>	3
Projects 1.3.4	Upgrade eDocs phase 1 Update the City-wide Electronic Records Management System to the latest release and improve system stability and functionality. Once a sufficiently updated version is in place, a metadata filing system will be introduced to facilitate information storage and retrieval. The full implementation of the metadata filing system will be completed in subsequent phases.	Jan 01, 2019	Dec 31, 2022	<div>Progress 20%</div>	<div>Major Disruption</div>	3
Projects 1.3.1	City GIS Replacement Migrate the City's internal and external GIS systems to industry leading technologies allowing for enhanced usability and improved sharing amongst municipalities. Integrate systems with the City's maintenance management, land management and open data systems.	Jul 01, 2018	Oct 31, 2019	<div>Progress 100%</div>	<div>Completed</div>	3
Projects 1.3.2	Enhance Public Engagement Phase 1 Staff are working to be enhance public engagement initiatives by being more strategic, having more time to plan and implement engagement activities, and take advantage of large scale City events for meaningful community outreach.	Jul 01, 2019	Sep 30, 2020	<div>Progress 100%</div>	<div>Completed</div>	

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 1.3.6	Review and improve Annual 5 year financial plan consultation Increase the public's engagement in the City's annual financial planning process	Oct 09, 2019	Mar 31, 2021	Progress 100%	Completed	
Projects 1.3.7	Digital Democracy Explore digital democracy options for large scale City projects/initiatives.	Mar 01, 2021	Jun 30, 2021	Progress 100%	Completed	1

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.

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 1.4.3	Implement Employment Program Partnerships Develop connections & relationships with post-secondary institutions, immigrant and other employment programs to promote Port Moody as a desirable place to work and to reach new, and sometimes under-represented, candidates in a tight labour market.	Jan 01, 2019	Jun 30, 2021	Progress 50%	Some Disruption	3
Projects 1.4.2	Truth and Reconciliation Understanding and Engagement Phase 1 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	Progress 33%	On Track	1

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 1.4.1	Develop and Implement Project Archeology Policy Create a formal archaeology City policy that will support consistent First Nations engagement and archaeological review approaches for projects in Port Moody. Policy to be used as basis in cultivating collaborative relationships with First Nations groups affected by our projects.	Jan 01, 2019	Dec 31, 2019	Progress 100%	Completed	

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

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 2.1.1	Outdoor Learning Program Provide learning and physical fitness opportunities in the natural environment leading to a deeper appreciation of natural ecosystems, preservation of green space and understanding of the positive impact the natural world has on people and the planet.	Jul 01, 2019	Dec 31, 2021	Progress 82%	On Track	3
Projects 2.1.2	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	Progress 10%	On Track	2

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 2.1.6	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	Progress 7%	On Track	2
Projects 2.1.3	Red Bin Program Review Review potential new locations for red bins both within parks and in public roads and determine if further expansion is warranted.	Apr 01, 2020	Apr 30, 2021	Progress 100%	Completed	3
Projects 2.1.5	Implement Bear Management Strategy and Beaver Management Plan Implement Beaver Management Plan and Bear Management Strategy to reduce challenges associated with wildlife in an urban context.	Oct 09, 2019	Sep 30, 2020	Progress 100%	Completed	

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.

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 2.2.1	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	Progress 75%	Some Disruption	2

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 2.2.3	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	Progress 95%	Some Disruption	2
Projects 2.2.2	Develop Riparian Protection Implementation Policy Develop and implement a new policy that guides development adjacent to riparian habitat. The policy will provide clarity to the Zoning Bylaw setback requirements and ensure staff provide consistent direction to applicants wishing to develop near a watercourse.	Oct 01, 2018	Dec 31, 2021	Progress 90%	On Track	3
Projects 2.2.4	Single Use Item Bylaw	Sep 01, 2020	Sep 30, 2021	Progress 100%	Completed	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.

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 2.3.2	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	Progress 2%	Some Disruption	1

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 2.3.1	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	Progress 21%	On Track	1
Projects 2.3.6	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	Progress 5%	On Track	1
Projects 2.3.7	Unify Bert Flinn Park As per Council approved motions on October 8, 2019, remove the road right-of-way through Bert Flinn Park.	Oct 09, 2019	Dec 31, 2021	Progress 95%	On Track	3
Projects 2.3.3	Develop a Communication Plan to Promote City Parks Develop tools and communications tactics to effectively promote all City parks including creating an inventory of park photos, enhance webpage, and social media messaging.	Apr 01, 2019	Jun 30, 2021	Progress 100%	Completed	3
Projects 2.3.4	Pollinator Program Expand the availability of pollinator habitat on public lands throughout the City by incorporating full-season pollinator plant species and habitat structures and features in existing parks and new public spaces.	Oct 09, 2019	Dec 31, 2020	Progress 100%	Completed	

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 2.3.5	Purchase of Murray Street Property Execution of a City policy statement in the OCP to expand the Rocky Point Park footprint.	Jul 01, 2019	Jun 30, 2020	Progress 100%	Completed	

Strategic Priority 2

Environmental Leadership

>> Objective & Action 2.4

Provide leadership in climate change by thinking globally and acting locally.

- Respond and adapt to climate change through planning and policy development.
- Address global climate change with local actions.

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 2.4.2	Publish Solid Waste Diversion and Other Data on Open Data Solid waste diversion and other data is collected by staff. Begin publishing this data on open data for public accessibility.	Oct 09, 2019	Sep 30, 2021	Progress 60%	Some Disruption	3
Projects 2.4.1	Develop Climate Action Plan Develop a Climate Action Plan based on community and development industry input. Update corporate and community emissions data, modelling and forecasting, emissions reduction targets. Identify local mitigation and adaptation actions.	Jun 01, 2018	Mar 31, 2020	Progress 100%	Completed	
Projects 2.4.3	Energy Step Code Introduction The City will consider early adoption of the BC Energy Step Code in advance of Provincial regulation timelines to support industry innovation and market transitions as well as advance climate action goals.	Jun 01, 2018	Nov 30, 2019	Progress 100%	Completed	

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

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 3.1.4	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	<div>Progress 15%</div>	<div>Some Disruption</div>	1
Projects 3.1.5	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	<div>Progress 90%</div>	<div>Some Disruption</div>	1
Projects 3.1.6	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	<div>Progress 45%</div>	<div>Some Disruption</div>	2
Projects 3.1.2	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	<div>Progress 75%</div>	<div>On Track</div>	2

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 3.1.7	Supportive Housing Project Phase 1	Jan 01, 2021	Apr 30, 2021	<div>Progress 100%</div>	<div>Completed</div>	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.

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 3.2.2	Child Care Needs Assessment and Actions Plan Identify Port Moody's child care needs and identify actions to support the creation of additional child care spaces to meet those needs.	May 01, 2019	Mar 31, 2020	<div>Progress 96%</div>	<div>Some Disruption</div>	3
Projects 3.2.3	Facility Safety Improvement Update health and safety and emergency procedures in civic facilities.	Jan 01, 2019	Mar 31, 2021	<div>Progress 80%</div>	<div>Some Disruption</div>	3
Projects 3.2.6	Community Health Assessment Scoping exercise to conduct a Port Moody Community Health Assessment.	May 01, 2021	Sep 30, 2021	<div>Progress 50%</div>	<div>On Track</div>	2
Projects 3.2.7	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	<div>Progress 11%</div>	<div>On Track</div>	1

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 3.2.1	Develop Age Friendly Plan Development of an Age-Friendly Plan that brings an age-friendly lens to existing projects and identifies new opportunities to create a more age-friendly community.	May 01, 2019	Jan 31, 2020	Progress 100%	Completed	
Projects 3.2.4	Facility Accessibility Improvements Improvements to Old Orchard Hall, the Inlet Theater and Kyle Centre to increase accessibility for a broad range of abilities. Bring an age friendly lens to facility improvement projects.	May 01, 2019	Sep 30, 2020	Progress 100%	Completed	
Projects 3.2.5	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	Progress 100%	Completed	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.

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 3.3.1	Physical Literacy Program Look at recreation programming and parks spaces to increase opportunities residents to be active by: providing access to non-traditional activities, increase parallel programming for adults and pre-school/children/youth and increase opportunities for adults to be active adjacent to children's playgrounds.	Jul 01, 2019	Dec 31, 2021	Progress 41%	On Track	3

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 3.3.2	Promote Social Connectedness Increased awareness for staff and the public on the benefits of social connectedness and increase opportunities for patrons to connect in the Recreation Complex.	Jul 01, 2019	Dec 31, 2021	Progress 42%	On Track	3
Projects 3.3.3	Living Wage Policy Report to Council on the implications of implementing a Living Wage at the City.	May 09, 2017	Sep 30, 2021	Progress 50%	On Track	3
Projects 3.3.4	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	Progress 10%	On Track	2
Projects 3.3.5	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	Progress 2%	On Track	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.

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 3.4.1	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	Progress 70%	Some Disruption	1
Projects 3.4.2	Update Community Wild Fire Protection Plan Update the 2007 Wildfire Protection Plan with an eye to identifying next steps in reducing community risk	May 01, 2019	Dec 31, 2020	Progress 95%	Some Disruption	3
Projects 3.4.6	Marine fire response options / emergency response watercraft Follow up on sourcing funds for a inter-departmental emergency response watercraft with fire suppression capabilities.	Jul 01, 2019	Dec 31, 2020	Progress 15%	Some Disruption	3
Projects 3.4.3	Emergency Operations Staff Planning Ensure appropriate staffing for Emergency Operations Center Planning.	Apr 01, 2019	Dec 31, 2021	Progress 25%	On Track	3
Projects 3.4.5	Disaster Response Plan Update the Disaster Response Plan with current staff contact list, new content, new DRP graphics, new appendices, and insertion of new and updated plans.	May 01, 2019	Dec 31, 2021	Progress 18%	Major Disruption	3
Projects 3.4.4	ESS - Group Lodging Program Establish a group lodging plan, train staff to activate and operate the plan and procure the necessary equipment to provide the service.	Sep 01, 2019	Feb 29, 2020	Progress 100%	Completed	

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

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 4.1.4	Home Based Business Bylaw Updates Review of homebased businesses for multi-family complexes.	Jun 01, 2021	Nov 30, 2021	<div>Progress 0%</div>	<div>Status Pending</div>	2
Projects 4.1.1	Port Moody Business Growth Strengthen collaboration of businesses in commercial districts to leverage and mobilize businesses' resources, nurture ownership of districts and initiatives, and connect businesses with key external stakeholders. Serve as a conduit for businesses to help smooth out obstacles and to support their development.	Oct 01, 2018	Dec 31, 2020	<div>Progress 65%</div>	<div>Some Disruption</div>	3
Projects 4.1.6	Economic Development Master Plan To develop a roadmap for economic development for the City.	Mar 01, 2021	Dec 31, 2021	<div>Progress 50%</div>	<div>Some Disruption</div>	1
Projects 4.1.5	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	<div>Progress 1%</div>	<div>On Track</div>	2
Projects 4.1.7	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	<div>Progress 90%</div>	<div>On Track</div>	1

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 4.1.3	Cannabis Retail Strategy A comprehensive approach to facilitate and regulate new cannabis retail uses on locations supported by the community.	Jul 01, 2018	Jan 31, 2020	Progress 100%	Completed	
Projects 4.1.8	2021 Project to Attract Post Secondary Institutions	Feb 01, 2021	Dec 31, 2021	Progress 100%	Completed	1
Projects 4.1.9	Barnet Site RFEI	Jul 01, 2021	Sep 15, 2021	Progress 100%	Completed	1

Strategic Priority 4
Economic Prosperity

>> Objective & Action 4.2

Attract good paying jobs and new businesses in key sectors.

- Make Port Moody attractive to growth business sectors and targeted industries.
- Be proactive in identifying and responding to emerging industries and recognizing challenges to existing industry.
- Support growth in the number of well-paid local jobs.
- Retain and encourage green, clean, or creative light industry

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 4.2.2	Film Policy Creation Develop a film and motion picture industry policy that will guide filming activities in Port Moody.	Jul 01, 2018	Mar 31, 2020	Progress 100%	Completed	

Strategic Priority 4
Economic Prosperity

>> Objective & Action 4.3

Ensure a sustainable and resilient municipal economy and diversify the City's revenue sources.

- Diversify the City's revenue sources to ensure sustainability.
- Leverage funding for projects with grants and partnerships.
- Ensure fiscal responsibility by assessing and monitoring lifecycle expenses

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 4.3.1	Review Works Yard Materials/Supplies Tracking and Storage Identify and recommend measures to implement a supply chain management system.	Jul 01, 2019	Dec 31, 2021	Progress 30%	Some Disruption	3
Projects 4.3.2	Revenue Diversification Diversify the City's revenue base by exploring non-tax revenue sources.	Jun 01, 2019	Dec 31, 2020	Progress 100%	Completed	
Projects 4.3.3	Develop and Implement Fleet Policy Set forth a frame work and policy to guide Fleet Services staff in their management of the City's fleet and to establish the responsibilities of all user departments when considering requests for additional, alternate, temporary, replacement, or leased equipment.	Jul 01, 2019	Jun 30, 2020	Progress 100%	Completed	
Projects 4.3.4	Grant Management and Tracking Implement a formal process to report, quarterly to Council, the status of grant funding applications submitted during the year. Additionally, secure an external resource to research new grant funding sources and assist in preparing funding applications.	Jul 01, 2019	Dec 31, 2019	Progress 100%	Completed	
Projects 4.3.5	Update the City's DCC Bylaws Update the City's Development Cost Charges (DCC) Bylaw to reflect current utility, transportation, and park master plans and the OCP. Updating the City's DCC Bylaw will allow the City to adequately recover costs of servicing growth-related development projects and enable the use of funds in the DCC Reserve for development-related capital projects that have been identified based on the new OCP and updated utility, transportation, and park master plans.	Apr 01, 2015	Dec 31, 2019	Progress 100%	Completed	

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 4.3.6	Sale of Parcel C, D, E at the rear of 2809/2811, 2813 and 2817 Murray Street The City has surplus lands that are no longer needed to provide road access at the rear of Murray Street. These lands are of value to the business north of these City lands to expand their business footprint.	Jul 01, 2019	Jul 31, 2019	Progress 100%	Completed	

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.

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 4.4.5	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.	Jan 01, 2022	Mar 31, 2023	Progress 0%	Upcoming	2
Projects 4.4.1	Review of Commercial use of Parks /Community Spaces Review options to facilitate the increasing requests to use parks and city facilities for commercial activities.	May 01, 2019	Aug 31, 2020	Progress 90%	Some Disruption	3
Projects 4.4.4	Local Artist Gallery Display Program Provide opportunities for local artists to display their work in civic facilities.	Apr 01, 2018	Dec 31, 2019	Progress 65%	Some Disruption	3

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 4.4.6	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	Progress 25%	On Track	2
Projects 4.4.2	Creation of a Public Art Master Plan Create an art in public places guiding document including guidance on themes, locations and types of art and linking neighbourhoods through art.	Dec 01, 2018	Mar 31, 2020	Progress 100%	Completed	
Projects 4.4.3	Murals on Private Property Activate commercial areas through art by establishing a program to create murals on private properties.	Nov 01, 2018	Mar 31, 2021	Progress 100%	Completed	

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.

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 5.1.1	Coronation Park Financing Strategy Framework A Financing Strategy Framework which outlines how the City will work with re-development applicants to develop and establish effective and fair financing mechanisms for the neighbourhood municipal infrastructure supporting the re-development.	Mar 01, 2019	Jun 30, 2021	Progress 85%	Some Disruption	

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 5.1.3	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	Progress 60%	Some Disruption	1
Projects 5.1.5	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	Progress 80%	Some Disruption	2
Projects 5.1.8	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	Progress 20%	Some Disruption	1
Projects 5.1.2	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	Progress 25%	On Track	1
Projects 5.1.4	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, 2024	Progress 20%	On Track	1

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 5.1.7	Update IOCO Lands OCP Policies This City-initiated OCP amendment would limit development potential of the IOCO lands to current zoning bylaw allowances. The amendment is related to the removal of the road reservation through Bert Flinn Park.	Nov 27, 2018	Dec 31, 2021	Progress 70%	On Track	3
Projects 5.1.6	Development Horizon Updates and Growth Impact Workshop This project will collate and forecast growth related impacts from anticipated new development. This is a Council identified project.	Sep 01, 2018	Jun 30, 2020	Progress 100%	Completed	

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.

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 5.2.7	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	Progress 2%	Some Disruption	2

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 5.2.2	Transit Stop Furniture Procure new bus shelters and consider adding benches through a new street furniture advertising agreement. The transit stop furniture will provide new and upgraded infrastructure which may include shelters, waste receptacles, bike racks, and benches will make the experience more comfortable for transit users. This project has been identified as a Short Term Project in our Master Transportation Plan (MTP) and 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.	Apr 01, 2019	Dec 31, 2021	Progress 65%	On Track	3
Projects 5.2.5	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	Progress 40%	On Track	2
Projects 5.2.9	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	Progress 90%	On Track	2

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 5.2.1	Bus Stop Accessibility Improvements Install bus stop pads and other improvements to create accessible bus stop at priority locations throughout Port Moody. This project is part of the City's 2017 Master Transportation Plan (MTP). Implementation of Short Term Projects in this plan 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.	Jan 01, 2019	Sep 30, 2020	Progress 100%	Completed	
Projects 5.2.3	Murray Street Upgrades Improve Murray Street around Rocky Point Park for all transportation modes including new traffic signals at Moody/Murray intersection, pedestrian crossings, extension of the Murray Street bike path to Moody Street and the Moody Street Overpass. This project has been identified as a Short Term Project in our Master Transportation Plan (MTP) and 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.	Apr 01, 2018	Sep 30, 2020	Progress 100%	Completed	
Projects 5.2.4	Moody Centre Station Accessible Ramp Construct accessible ramp to improve connectivity between Moody Street Overpass and Moody Centre SkyTrain Station. Project replaces existing aging stairs with new stairs and accessible ramp (multi-use path). The ramp will provide a safer experience for cyclists and accessible users to and from Rocky Point Park and Skytrain. This project has been identified as a Short Term Project in our Master Transportation Plan (MTP) and 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.	Jan 01, 2019	Oct 31, 2019	Progress 100%	Completed	

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 5.2.6	Glenayre / Glencoe Crosswalk Improvements Install curb extensions and pedestrian activated flashing yellow lights at the crosswalk at Glenayre and Glencoe. Consider interim and permanent options based on design requirements and budget. This project has been identified as a Short Term Project in our Master Transportation Plan (MTP) and will improving pedestrian and transportation related safety.	Apr 01, 2019	Dec 31, 2019	Progress 100%	Completed	
Projects 5.2.8	SkyTrain Station Assessment Assess viability and financial feasibility of a third SkyTrain Station west of Moody Centre Station.	Jun 01, 2021	Sep 30, 2021	Progress 100%	Completed	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.

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 5.3.6	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.	Apr 01, 2022			Upcoming	2

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 5.3.5	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	Progress 60%	On Track	2
Projects 5.3.7	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	Progress 90%	On Track	1
Projects 5.3.2	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	Progress 5%	Major Disruption	2
Projects 5.3.4	Update Subdivision and Development Servicing Bylaw Update the bylaw and supporting documents for accessibility, climate change, future technologies, and other current needs.	Jan 01, 2020	Jun 30, 2021	Progress 25%	Major Disruption	3
Projects 5.3.1	Rec Complex - Food and Beverage New RFP process to establish a food and beverage service in the Recreation Complex.	Jun 01, 2019	Jun 30, 2020	Progress 100%	Completed	
Projects 5.3.3	Moody Centre Drainage Study Complete and implement Moody Centre Drainage Study to identify deficiencies in drainage infrastructure in Moody Centre. This will provide direction to City and developer infrastructure improvement plans.	Jan 01, 2018	Sep 30, 2019	Progress 100%	Completed	

Strategic Priority 5
Community Evolution

>> Objective & Action 5.4

Bring people together by activating public spaces.

- Create engaging public spaces by incorporating or highlighting arts and culture, innovative urban design, events, recreation, natural assets.
- Engage Port Moody's creative community in beautifying the city.

Plan Number	Description	Start Date	End Date	Progress	Status	Priority
Projects 5.4.1	Queen Street Plaza Placemaking Beautify and activate the plaza by creating a space for residents and visitors to gather and connect, encourage pedestrian traffic to the plaza and support surrounding businesses.	Jul 01, 2019	Dec 31, 2022	Progress 45%	On Track	3
Projects 5.4.2	Staff Artist Program - Normalize art in all aspects of city business Work with staff across the organization to educate and assist in how art can be facilitated or incorporated into every aspect of the work we do.	Sep 01, 2018	Jun 30, 2020	Progress 100%	Completed	
Projects 5.4.3	Holiday Lighting Enhance the City's holiday lighting program.	Jan 01, 2019	Feb 29, 2020	Progress 100%	Completed	

Report Legend



No Update



Overdue



Priority