



City of Port Moody

Report/Recommendation to Council

Date: April 4, 2022
Submitted by: City Manager
Subject: Council Strategic Plan 2022 Q1 and Project Proposal Update

Purpose

To provide a Council Strategic Plan update as of the first quarter of 2022 and to present, for Council consideration, two new project proposals for integration into the Council Strategic Plan, as well as provide an update on requested project proposals.

Recommended Resolution(s)

THAT the Tree Protection Bylaw project be designated as Priority Level 2 in the Council Strategic Plan;

AND THAT the Industrial Land Strategy project proposal be approved and the project be designated as Priority Level 2 in the Council Strategic Plan;

AND THAT the Third SkyTrain Station Assessment – Phase 2 project proposal be approved and the project be designated as Priority Level 2 in the Council Strategic Plan;

AND THAT the Third Skytrain Station Assessment – Phase 2 project budget request be referred to the Finance Committee to identify a funding source.

Discussion

2022 Q1 Update

Staff have completed the following projects since the 2021 Q4 Council Strategic Plan Update was presented on January 25, 2022:

Project	Priority Level	Notes
Expedited Review of SF Land Use Contract Areas	1	Report presented to Council on Feb 15, 2022 and the staff recommended approach (reviewed with the Council House Size and Siting Task Group) was endorsed.
Online Public-Facing Development Reporting System	1	Interim map created; existing website pages (approx. 40) updated ; small lot and laneway house brochures (2) updated; notification signage and procedures updated; Public Hearing binder process updated; significant development applications are posted to Engage Port Moody.
Affordable Housing Reserve Fund Terms of Reference	1	Updated the Affordable Housing Reserve Fund Terms of Reference (TOR) to include guidelines that allow distribution of funding out of the Reserve for rental relief initiatives for renters in need of financial assistance within the TOR. Endorsed by Council on February 8, 2022.
Inlet Field Funding Options	1	Explored various funding options including the ICIP grant, community partnerships, and internal City reserves.
Moray Street Traffic Calming Study and Design	2	Completed a traffic calming study and design, public engagement, and the implementation of a pilot traffic calming project. Council approved on March 22, 2022 to proceed to implementation.
Sustainability Report Card Update	2	The Mixed Use and Multi Family Sustainability Report Cards have been updated as per Council direction, incorporating best practices, community priorities, revised scoring plan, and format improvements. The Report Card was endorsed by Council in February 2022 and came into effect for development projects submitted on or after April 1, 2022.
Develop Accessibility Guidelines for Laneway Homes	2	Updated the laneway housing design guidelines and zoning bylaw to promote and incentivize accessibility features in new laneway homes. Related Zoning Amendment Bylaw No. 3336 was adopted on March 1, 2022.
Child Care Needs Assessment and Actions Plan	3	Completed Child Care Needs Assessment and Actions Plan which identified Port Moody's child care needs and actions to support the creation of additional child care spaces to meet those needs. Related report on implementation endorsed by Council on Jan 11, 2022. .
Update IOCO Lands OCP Policies	3	Completed amendment to limit the development potential of the IOCO lands to current zoning bylaw allowances. The amendment is related to

Project	Priority Level	Notes
		the removal of the road reservation through Bert Flinn Park.
Emergency Operations Staff Planning Phase 1	3	First phase of this work is complete. Next step is emergency operations staff job descriptions, which will be operational work.
Truck Route and Restrictions - Amendment to Bylaw	3	The Streets, Traffic, and Public Places Bylaw was updated on January 25, 2022, in response to a request from TransLink, as part of its ongoing efforts to harmonize truck routes and definitions in Metro Vancouver. The definition of a truck now more closely matches the definitions in use by other municipalities. Also, the Major Road Network roads listed in the bylaw were updated to officially recognize a change to Clarke Street west of Barnet Highway, which was implemented with the Millennium Line Evergreen Extension.
Review and Define Engineering and Operations Work Process, Levels of Service, and Progress tracking Phase 1	3	New internal processes have been implemented for street sign maintenance and road maintenance business lines. This includes clarification of responsibilities, reduction of duplication, and reassignment of work to appropriate parties.
Review and Improve Operations Work Order Management Process	3	New internal processes for engineering and operations processes includes reassignment of work order data input and monitoring. New data management has led to improved identification and resolution of problem files, improved opportunities for asset management, and improved customer service.

The following projects were closed:

Inlet Sports Field Redevelopment Phase 1 (Design)	1	Project is being split into two phases - Phase 1 (design) and Phase 2 (construction). Phase 1 is being closed as it's complete.
Westhill Child Care Grant Application	1	This project has been separated into two phases - application and implementation. The application of the grant is complete. A new project will be created if the City is successful in the grant application.
Moody Centre TOD revitalization plan	1	Project is closing as it is considered operational for the time being.
Review Utility and Other Asset Inspection and Monitoring Programs and Develop Improvement Plan	2	Project is closing as it is now considered operational continuous improvement work.
Update Community Wild Fire Protection Plan	3	The Wildfire Protection Plan has been updated and the implementation is ongoing and operational in nature.

Strategic Plan Priorities at a Glance (Attachment 1) is included as part of this package to provide Council with the overall picture of Strategic Plan projects and their priority levels.

Strategic Plan 2021 Q4 Project Report (Attachment 2) shows the status of each project.

Strategic Plan 2021 Q4 Objectives Report (Attachment 3) shows progress at the objective level of the Council Strategic Plan.

Staff will provide a presentation showing project progress and highlights for Priority Level 1 projects over the last quarter (Attachment 4).

Project Proposals

Staff are currently working on the following project proposals to present to Council in 2022 Q2:

1. Kyle Centre Repair
2. Kyle Centre Campus Redevelopment – Phase 1
3. Maximum Density Standards Policy
4. Higher Density Standards Policy Update
5. Construction Best Practices policy
6. Dewdney Trunk Road Name Change
7. Demolition Ban Options
8. Embodied Carbon in New Construction Research and Options
9. Interim Streamlining Applications Policy

Staff will present the following project proposal to Council upon the completion of a draft OCP:

10. Downtown Redevelopment Priorities Policy

There are three other project proposals that are scheduled for Closed Council meetings and will be made public if approved.

Third SkyTrain Station Assessment – Phase 2

Staff have prepared a project proposal (Attachment 5) for conducting conceptual and functional engineering, planning, and financial assessments for a potential third SkyTrain station in Port Moody.

At the October 12, 2021 meeting, Council passed the following resolution:

RC21/438

THAT staff report back on a plan to undertake further the technical and financial assessments required to determine feasibility and funding options of the SkyTrain station alternatives outlined in the report dated September 15, 2021 from the Engineering and Operations Department – Infrastructure Engineering Services Division regarding Feasibility Assessment of a Third SkyTrain Station in Port Moody.

The project proposal includes a work plan outline to perform the following:

- Conduct engineering assessments to examine the implications to TransLink operations of a third SkyTrain station within Port Moody

- Assess the costs and feasibility of constructing a station west of Moody Centre Station at two potential locations:
 - o at the previously planned Queens Street location
 - o at a location closer to Barnet Highway
- Planning assessments to examine the implications of a third SkyTrain station on strategic policies and what service area and type of potential developments could support a station.
- Financial assessments to examine potential funding mechanisms for the station

Staff recommend that Third SkyTrain Station Assessment – Phase 2 be designated as a Priority Level 2 project, as staff do not have the resource capacity to accommodate any further Priority Level 1 projects at this time.

Industrial Land Strategy

The Industrial Land Strategy is intended to develop a future vision and implementation plan with landowners to evolve industrial land uses. It will build on the Metro Vancouver Regional Industrial Lands Strategy, which was approved by the Metro Vancouver Board in 2020, to provide a Port Moody context. Regardless of form, the City is seeking to understand the preservation of industrial lands in some capacity and the role of industrial lands in achieving job creation and economic development goals.

This project has already been initiated under a Council directed expedited process. However, staff want to bring forward the project proposal to ensure there is clarity around the scope, deliverables, and timelines for the project, as well as to set a Priority Level in the Council Strategic Plan for the project.

Staff recommend that Industrial Land Strategy be designated as a Priority Level 2 project, as staff do not have the resource capacity to accommodate any further Priority Level 1 projects at this time.

Tree Protection Bylaw

On March 15, 2022 Council approved the Tree Protection Bylaw Update project proposal with the following motion:

THAT the proposed approach and timeline for integrating the Tree Protection Bylaw Update with the Urban Forest Management Strategy project be endorsed as outlined and recommended in the report dated March 2, 2022 from the Community Development Department – Policy Planning Division regarding Tree Protection Bylaw Update – Proposed Approach and Timeline;

AND THAT the associated budget of \$9,000 be allocated from the Development Process Reserve;

AND THAT the amended timeline for the engagement strategy be approved.

The Tree Protection Bylaw Update has been designated as a Priority Level 3 project since Council's original Strategic Plan re-prioritization work of January 2021. However, the recently approved project proposal included a recommendation for the project to be designated as a

Priority Level 2, to reflect Council's intention for the project. In order to confirm Council's priority, staff have included a motion in this report to re-prioritize the Tree Protection Bylaw Update as a Priority Level 2 project.

Other Option(s)

THAT select Council Strategic Plan projects be re-prioritized.

Financial Implications

Due to finite staff resources, every project has an opportunity cost – other work that could be accomplished. The prioritization process in which Council has taken part ensures that staff resources are allocated efficiently and effectively to focus effort towards Council's highest priorities.

Communications and Civic Engagement Initiatives

Staff share progress on the Council Strategic Plan on a quarterly basis at Council meetings.

Council Strategic Plan Objectives

The quarterly updates and project proposals reflect Council's priorities as defined in the Council Strategic Plan.

Attachment(s)

1. CSP Priorities at a Glance.
2. CSP 2022 Q1 Project Report.
3. CSP 2022 Q1 Objectives Report.
4. CSP 2022 Q1 Presentation.
5. CSP Project Proposal – Third SkyTrain Station Assessment – Phase 2.
6. CSP Project Proposal – Industrial Lands Strategy.

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Report Approval Details

Document Title:	Council Strategic Plan 2022 Q1 and Project Proposal Update .docx
Attachments:	<ul style="list-style-type: none">- Attachment 1 - CSP Priorities at a Glance.pdf- Attachment 2 - CSP 2022 Q1 Project Report.pdf- Attachment 3 - CSP 2022 Q1 Objectives Report.pdf- Attachment 4 - CSP 2022 Q1 Presentation.pdf- Attachment 5 - CSP Project Proposal – Third SkyTrain Station Assessment – Phase 2.pdf- Attachment 6 - CSP Project Proposal – Industrial Lands Strategy.pdf
Final Approval Date:	Apr 8, 2022

This report and all of its attachments were approved and signed as outlined below:

Darcey O'Riordan, Fire Chief - Apr 5, 2022 - 3:17 PM

Kate Zanon, General Manager of Community Development - Apr 5, 2022 - 3:26 PM

Jeff Moi, General Manager of Engineering and Operations - Apr 5, 2022 - 7:09 PM

Angie Parnell, General Manager of People, Communications, and Engagement - Apr 6, 2022 - 10:53 AM

Paul Rockwood, General Manager of Finance and Technology - Apr 6, 2022 - 1:58 PM

Anna Mathewson, General Manager of Community Services - Apr 7, 2022 - 9:32 AM

Rosemary Lodge, Manager of Communications and Engagement - Apr 8, 2022 - 7:57 AM

Tim Savoie, City Manager - Apr 8, 2022 - 2:45 PM