



City of Port Moody

Strategic Priorities Committee

Date: January 21, 2025
 Submitted by: Corporate Services Department – Corporate Planning Division
 Subject: Strategic Priorities Intake – January 2025

Purpose

To provide Council with the third bi-monthly Strategic Priorities Intake, current as of January 2025, for Council's review and consideration and to transition the intake process from a pilot to a regular part of business operations. To present the Onsite Childcare Feasibility Study for Council consideration.

Recommended Resolution(s)

THAT the Strategic Priorities Intake Process pilot transition to regular business operations as described in the report dated January 21, 2025, from the Corporate Services Department – Corporate Planning Division regarding Strategic Priorities Intake – January 2025;

AND THAT the Onsite Childcare Feasibility Study project be approved as a Strategic Priority Level 2 project and the project budget of \$44,850 be referred to Finance Committee to determine a funding source;

AND THAT staff review and proceed with IDEA Committee recommendations that can be completed within the current Website Renewal Project, and implement selected outstanding recommendations following a feasibility, impact, and cost review.

Background

At the June 18, 2024, Strategic Priorities Committee meeting, the General Manager of Corporate Services provided an overview of the new Strategic Priorities Intake process, which has been piloted over the last six months. The goal is to ensure that new work is aligned with Council's strategic goals and assigned to staff with the urgency and scope that reflects Council's overall priorities, and with a timeline that leverages existing projects, especially when new work is a smaller piece that can fit into a larger strategy that is planned or in progress. To provide context, the Corporate Project Plan – Status Report January 2025 (**Attachment 1**) and the Corporate Project Plan Priorities at a Glance (**Attachment 2**) are also included in this report.

Considered at the January 21, 2025, Strategic Priorities Committee meeting

8

Discussion

Strategic Priorities Intake List

The Strategic Priorities Intake list includes items directed by Council to either initiate new work or modify existing projects. Since October 2024, there have been two new items for the intake list:

Motion RC24/216

Motion	<u>RC24/216</u> THAT the recommendation from the Inclusion, Diversity, Equity, and Accessibility Committee regarding City Website Improvements as provided in the memo dated October 8, 2024, be referred to staff to bring a report back
Meeting Date	October 8, 2024
Strategic Alignment	Strategic Goal 1.1 – Prioritize Core Services – Enhance and standardize our customer service approach. Strategic Goal 3.3 – Enhance Community Wellbeing - Incorporate our values, including diversity, equity, inclusion, Truth and Reconciliation, and climate actions, into our policies, plans and initiatives.
GM Lead	Angie Parnell, Corporate Services
Staff Response	
Overview:	Staff will review Inclusion, Diversity, Equity, and Accessibility (IDEA) Committee recommendations for actions that can be addressed within the current Website Renewal Project. Outstanding recommendations will go through staff review to assess feasibility, impact, and cost, and selected recommendations will be implemented thereafter.
Impacts:	Additional staff time to be dedicated within Website Renewal Project to review recommendations, coordinate and develop new content, and implement website changes. Review of outstanding recommendations will be scheduled accordingly within staff workplans. Resources, technology, costs, and/or staffing that may be required to implement recommendations will be identified.
Timeline:	Q1-2: Review and implementation of IDEA Committee recommendations that can be incorporated within the Website Renewal Project. Q3-4: Review of remaining IDEA Committee recommendations.
Recommendation:	THAT staff proceed with IDEA Committee recommendations that can be completed within the Website Renewal Project and subsequently review and implement selected additional recommendations.
Project Proposal	<input checked="" type="checkbox"/> Not Required <input type="checkbox"/> Required:

Considered at the January 21, 2025, Strategic Priorities Committee meeting

9

Motion RC24/217

Motion	<u>RC24/217</u> THAT staff report back on how the city currently does outreach and promotion of information and programs for diverse community groups, including requesting information from the library, and provide recommendations.
Meeting Date	October 8, 2024
Strategic Alignment	Strategic Goal 1.1 – Prioritize Core Services - Enhance and standardize our customer service approach. Strategic Goal 3.3 – Enhance Community Wellbeing - Incorporate our values, including diversity, equity, inclusion, Truth and Reconciliation, and climate actions, into our policies, plans and initiatives.
GM Lead	Julie Pavey-Tomlinson, Community Services Marc Saunders, Library
Staff Response	
Overview:	Staff will review current outreach efforts that are made for City managed programs aimed at diverse communities. Programs offered by the City are primarily through the Library and the Recreation Centre.
Impacts:	Staff time to review current diverse programs and associated outreach efforts, primarily in the Library and Recreation Centre, as well as time to develop recommendations on potential changes or expansion of outreach activities.
Timeline:	Q1-2: Review and report back with current approach and recommendations for changes or expansion to outreach efforts.
Recommendation:	The recommendation is to proceed with the original resolution (no new motion needed): <u>RC24/217</u> THAT staff report back on how the city currently does outreach and promotion of information and programs for diverse community groups, including requesting information from the library, and provide recommendations.
Project Proposal	<input checked="" type="checkbox"/> Not Required <input type="checkbox"/> Required:

Strategic Priorities Intake Process Pilot

The six-month pilot has had the following positive impacts:

- ensuring a distinct separation between new Council business and ongoing staff work, allowing for better prioritization and clarity
- providing an opportunity to fully assess how proposed initiatives will impact staff teams and other departments, enabling thoughtful, well-informed responses to Council
- facilitating the alignment of new initiatives with existing or planned strategic work, reducing duplication and promoting efficient, coordinated efforts
- integrating flexibility so that Council direction that can easily be immediately completed by staff bypasses the process

This approach enhances organizational efficiency while supporting informed decision-making and staff recommend integrating the process into regular business operations.

Considered at the January 21, 2025, Strategic Priorities Committee meeting

10

Project Proposal – Onsite Childcare Feasibility Study

This project is a feasibility study on the potential construction of a childcare facility at City Hall campus. A feasibility study, conducted by an architect, is required to properly evaluate the space needs and siting, regulatory requirements, and financial considerations. The study will also evaluate commercial modular building options that are available for childcare uses, site configurations and limitations within the civic complex. See **Attachment 3** for the Project Proposal details.

Other Option(s)

1. THAT the Strategic Priorities Intake pilot process be amended or removed.
2. THAT the Onsite Childcare Feasibility Study be deferred as a project.
3. THAT the Strategic Priorities Intake – January 2025 report be received for information.

Financial Implications

The Onsite Childcare Feasibility Study has a project budget of \$44,850. If the project proposal is referred to Finance Committee, a funding source can be approved.

The Motion RC24/216 (THAT the recommendation from the Inclusion, Diversity, Equity, and Accessibility Committee regarding City Website Improvements as provided in the memo dated October 8, 2024, be referred to staff to bring a report back) may require additional funding when the recommendations remaining (after initial consideration in the Website Renewal Project) are reviewed.

Communications and Public Engagement Initiatives

The Communications and Public Engagement team will be reviewing the website recommendations as well as new recommendations developed by staff for outreach to diverse communities.

Council Strategic Plan Goals

The recommendations in this report align with the following Council Strategic Plan Goal(s):

- Strategic Goal 1.1 – Prioritize Core Services – Enhance and standardize our customer service approach; and
- Strategic Goal 3.3 – Enhance Community Wellbeing - Incorporate our values, including diversity, equity, inclusion, Truth and Reconciliation, and climate actions, into our policies, plans and initiatives.

Attachment(s)

1. Corporate Project Plan – Status Report January 2025
2. Corporate Project Plan Priorities at a Glance.
3. Project Proposal – Onsite Childcare Feasibility Study

Report Author

Marta Taylor, M.P.P.

Manager of Strategic Initiatives

Considered at the January 21, 2025, Strategic Priorities Committee meeting

11

Report Approval Details

Document Title:	Strategic Priorities Intake – January 2025.docx
Attachments:	<ul style="list-style-type: none"> - Attachment 1 - Corporate Project Plan - Status Report January 2025.pdf - Attachment 2 - Corporate Project Plan Priorities at a Glance.pdf - Attachment 3 - Project Proposal - Onsite Childcare Feasibility Study.pdf
Final Approval Date:	Jan 14, 2025

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

Angie Parnell, General Manager of Corporate Services - Jan 13, 2025

Stephanie Lam, City Clerk and Manager of Legislative Services - Jan 14, 2025

Paul Rockwood, General Manager of Finance and Technology - Jan 14, 2025

Julie Pavey-Tomlinson, General Manager of Community Services - Jan 14, 2025

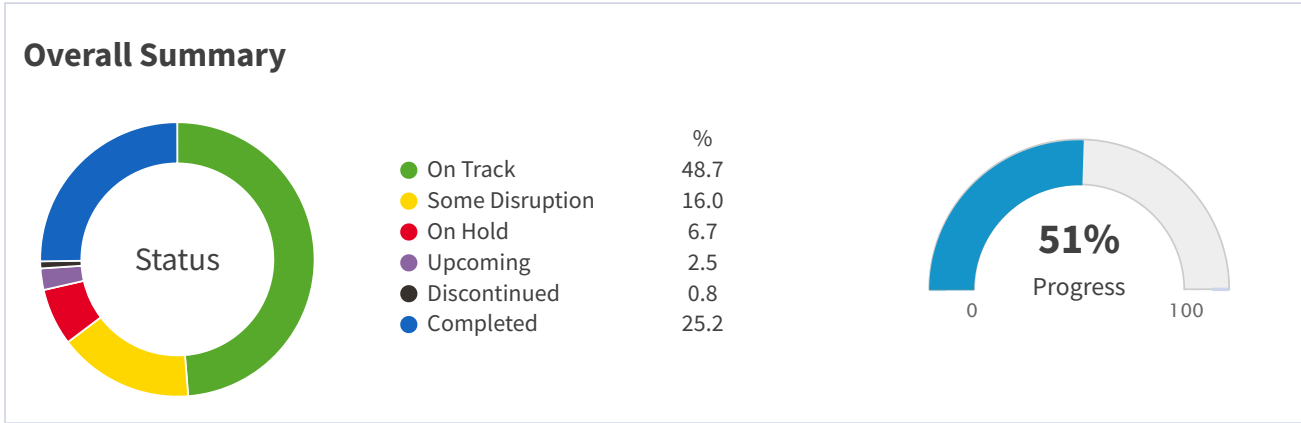
Anna Mathewson, City Manager - Jan 14, 2025



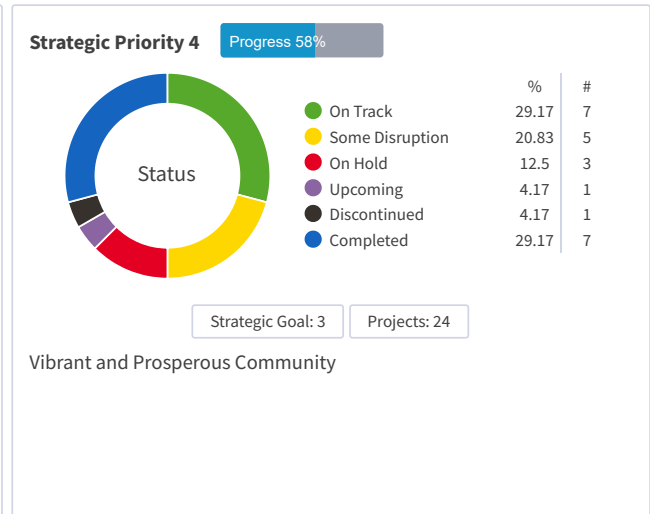
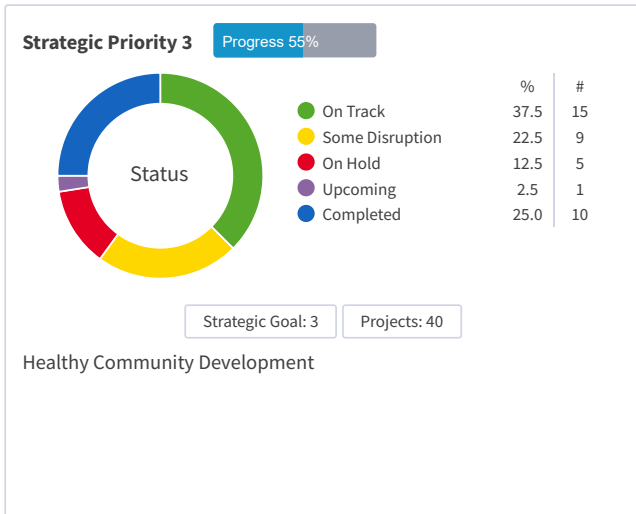
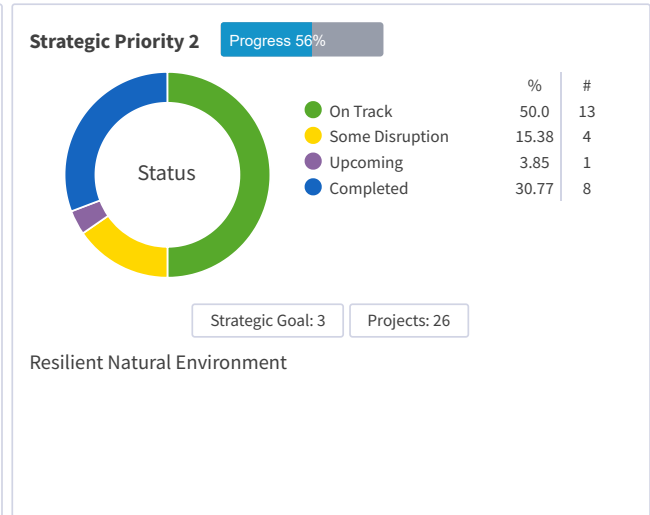
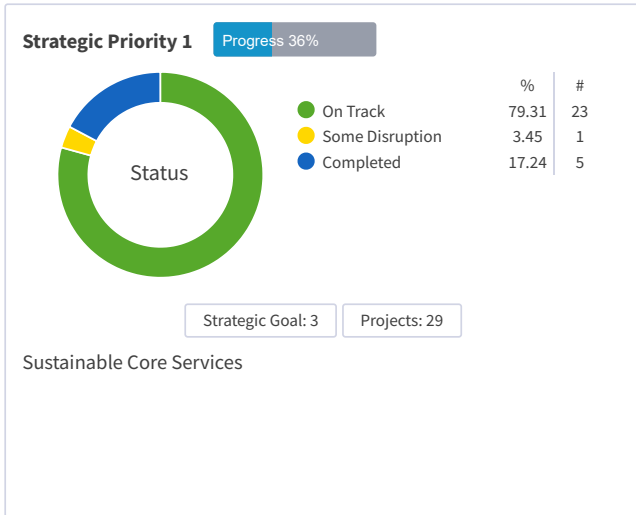
Corporate Project Plan - Progress Report

Report Created On: Jan 14, 2025

4 Strategic Priority	12 Strategic Goal	119 Projects
--------------------------------	-----------------------------	------------------------



Plan Summary



Strategic Priority 1 Progress 36%

Sustainable Core Services

Strategic Goal: 3 Projects: 29

	%	#
On Track	79.31	23
Some Disruption	3.45	1
Completed	17.24	5

Strategic Goal 1.1 Progress 33%

Prioritize core services

- Align service levels and financial planning
- Enhance and standardize our customer service approach
- Support emergency preparedness and plan for business continuity

Projects: 7

	%	#
On Track	71.43	5
Some Disruption	14.29	1
Completed	14.29	1

Projects 1.1.1

Jul 01, 2018 - Nov 29, 2024 Completed Progress 100%

Customer Service Commitment Implementation

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.

Strategic Project Priority 2

Projects 1.1.2

Jan 13, 2025 - Jun 30, 2026 On Track Progress 5%

Emergency Support Services Program Review and Plan Update

Reviewing and updating the ESS program for Level 1 and 2 response, updating the City's ESS Plan, and renewing various administrative components of the ESS program including supplier agreements.

Strategic Project Priority 2

Projects 1.1.3

Jan 02, 2024 - Dec 31, 2024 On Track Progress 21%

Extreme Weather Staffing and Resource Plan

(PHASE 2) Develop a plan that ensures city departments will be adequately staffed and equipped to respond to extreme weather events.

Cloned from Actions 5.2.5 (Port Moody Climate Action Plan)

Strategic Project Priority 2

Projects 1.1.4

May 01, 2019 - Apr 30, 2025 On Track Progress 50%

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.

Operational Project

Projects 1.1.5

Apr 25, 2023 - Apr 30, 2025 On Track Progress 10%

Emergency Water Plan - Implementation Phase

Implement the actions and response activities as outlined in the updated 2021 emergency water distribution system emergency plan. The plan outlined critical actions and response activities that address with risks and vulnerabilities to ensure continued safe operation of the water distribution system.

Operational Project

Projects 1.1.6

Jan 03, 2023 - Dec 31, 2024 Some Disruption Progress 17%

Establish Extreme Weather Ambassadors

(PHASE 2 - ONGOING) Engage, connect, and collaborate with neighbourhood groups to establish “extreme weather ambassadors”. Staff will work with these ambassadors to provide updated information through City lead workshops and train-the-trainer workshops to develop neighbourhood cooling plans by leveraging best practices already implemented in peer cities.

Cloned from Actions 5.1.3 (Port Moody Climate Action Plan)

Operational Project

Projects 1.1.7

Ongoing - Dec 31, 2030 On Track Progress 28%

Emergency Preparedness Education

(PHASE 1 - ONGOING) Continue to inform and facilitate community education about preparedness across hazards, and build stronger connections with community associations and businesses with the aim of improved preparedness for extreme weather events.

Cloned from Actions 5.1.1 (Port Moody Climate Action Plan)

Operational Project

Strategic Goal 1.2

Progress 15%



Ensure financial sustainability

- Increase and diversify revenues
- Develop a strategy for future uses of City lands
- Plan for asset lifecycle and renewal costs

	%	#
● On Track	100.0	6

Projects: 6

Projects 1.2.1

Apr 25, 2023 - Apr 30, 2025 On Track Progress 25%

Revenue Diversification Strategy

A strategy to focus on expanding revenue streams for the City to reduce dependency on a single source (tax). It involves assessing new revenue opportunities, enhancing existing streams, and attempting to mitigate revenue risks. Through this project and by diversifying revenue sources, the City aims to achieve greater long term financial stability.

Strategic Project Priority 1

Projects 1.2.2

Jul 01, 2023 - Sep 30, 2024 On Track Progress 20%

Land Management Strategy

Conduct analysis to provide further refinement on ideas and strategies for the potential redevelopment of priority lands as identified by Council. Phase 1 includes a Council workshop to confirm priorities for further exploration.

Strategic Project Priority 1

Projects 1.2.3

Jul 01, 2023 - Jun 30, 2025 On Track Progress 10%

Asset Management Investment Plan Update

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.

Strategic Project Priority 1

Projects 1.2.4

Jan 01, 2024 - Apr 01, 2026 On Track Progress 5%

Asset Management Policy Development

Development of City Policies to support the coordination of long term asset management strategies programs with the capital planning process.

Strategic Project Priority 2

Projects 1.2.5

Oct 16, 2023 - Apr 30, 2025 On Track Progress 15%

Drainage Utility Enhancements

Identify requirements for the development of a strategic plan for the establishment of a City of Port Moody drainage utility which currently derives funding from taxation and government transfers. The drainage system, which includes catch basins, culverts, streams, and ravines, currently has no correlated mechanism to recover operation and maintenance, capital replacement, and expansion costs related to the drainage system directly from customers who benefit from their connection to the system.

Strategic Project Priority 2

Projects 1.2.6

Apr 25, 2023 - Jan 31, 2025 On Track Progress 15%

Inflow and Infiltration Strategy

Determine a city-wide strategy to reduce inflow and infiltration (I&I) into sanitary sewers originating from non-linear sanitary sewer infrastructure, historical cross connections, and aging servicing connections. Regional review has shown a significant proportion of I&I originates from these sources which are not addressed by the City's current program of capital rehabilitation.

Operational Project

Strategic Goal 1.3 Progress 46%



Lead with Good Governance

- Strategically focus public engagement opportunities and ensure public information is accessible
- Ensure effective Council and organizational governance
- Maintain and improve the efficiency of City processes

	%	#
● On Track	75.0	12
● Completed	25.0	4

Projects: 16

Projects 1.3.1

Dec 01, 2021 - Jan 31, 2024

Completed

Progress 100%

Development Planning Process Improvement

Conduct a process improvement exercise that maps and streamlines the various stages of the full Development Application cycle. Work with staff to implement new processes, optimize the use of the existing tools, and implement new tools as required.

Strategic Project Priority 1**Projects 1.3.2**

Jun 15, 2022 - Jun 30, 2025

On Track

Progress 25%

Truth and Reconciliation Understanding and Engagement Phase 2

This project will include the development of a Short-Term and Long-Term Indigenous Relations Strategy in collaboration with First Nations; incorporate the Truth and Reconciliation Understanding and Engagement Phase 1 recommendations; analyze and improve internal practices, policies, and procedures at the City; and identify and provide staff and Council training.

Strategic Project Priority 2**Projects 1.3.3**

Apr 25, 2023 - Mar 31, 2025

On Track

Progress 5%

Digital Strategy

A digital strategy to guide the delivery of digital services internally to staff and externally to residents and business over the next four years. The Strategy will map where we are today, determine aspirations of stakeholders for tomorrow, and deliver a holistic plan.

Strategic Project Priority 2**Projects 1.3.4**

Jul 31, 2023 - Jan 31, 2025

On Track

Progress 5%

IDEA Framework

This project will establish a governance framework for IDEA (inclusion, diversity, equity, accessibility) initiatives to ensure a coordinated and integrated approach.

Strategic Project Priority 2**Projects 1.3.5**

Jan 01, 2024 - Jan 01, 2025

On Track

Progress 30%

Website Renewal

Review options for and develop plan to migrate City website to a new platform. Consider opportunities for improved navigation, accessibility compliance and online customer service delivery, as well as ensuring security and compatibility with other City systems and networks.

Operational Project**Projects 1.3.6**

Aug 01, 2023 - Apr 30, 2025

On Track

Progress 10%

HR Compensation Policy

Develop compensation policy for management and exempt staff.

Operational Project

Projects 1.3.7

Aug 07, 2023 - Sep 05, 2023

Completed

Progress 100%

Council Strategic Plan Public Dashboard

Develop a public dashboard that shows progress on the Corporate Project Plan, in support of the Council Strategic Plan 2023-2026.

Operational Project

Projects 1.3.8

Oct 01, 2021 - Nov 30, 2023

Completed

Progress 100%

Public Engagement Policy and Toolkit

Develop comprehensive public engagement framework to guide and improve the City's public engagement process.

Operational Project

Projects 1.3.9

Dec 01, 2019 - Dec 31, 2023

Completed

Progress 100%

Corporate Learning Strategy

Support the achievement of organizational objectives by ensuring that current and future employee development needs are met.

Operational Project

Projects 1.3.10

Jan 01, 2024 - Feb 28, 2025

On Track

Progress 32%

Employee Engagement Survey

Conduct an employee engagement survey, assess results, and update the Organizational Development Plan with recommendations.

Operational Project

Projects 1.3.11

Aug 07, 2023 - Dec 31, 2025

On Track

Progress 46%

Organizational Development Plan Implementation

The three year OD Plan provides us with a unified direction and shared long-term vision, mission and values for the organization. The organization wide actions will strengthen our ability to lead an engaged workforce, focus on the right priorities, and deliver quality services. The plan was developed by identifying critical organizational actions, as well as integrating recommendations provided by the employee engagement focus groups.

Operational Project

Projects 1.3.12

Sep 02, 2024 - Apr 30, 2025

On Track

Progress 10%

Organizational Policy Review

Develop a sustainable program to ensure that policies are kept up to date and are audited regularly.

Operational Project

Projects 1.3.13

Apr 25, 2023 - Dec 31, 2025 On Track Progress 25%

Records Management Renewal

This projects uses a corporate-wide approach to understand the current records management environment and to determine the corporate operational best practices, technology business analysis, training and policy solutions that address the identified user gaps and needs as well as legislative requirements.

Operational Project

Projects 1.3.14

Apr 25, 2023 - Apr 30, 2025 On Track Progress 91%

Engineering +Ops Work Process Review Phase 2

Conduct a process improvement exercise that integrates customer service and maintenance data management to improve service quality. Processes will be optimized to minimize operational work disruption, improve decision making, and improve data collection and asset management within the Sanitary and Storm Sewer Business line.

Operational Project

Projects 1.3.15

Apr 25, 2023 - Dec 31, 2025 On Track Progress 40%

Update Subdivision and Development Servicing Bylaw

Update the City's engineering design standards (i.e. Subdivision and Development Servicing Bylaw). The City's Subdivision & Development Servicing Bylaw will be updated for accessibility, climate change, future technologies, and other current needs to allow for consistency and expediency in reviewing and approving designs from development projects and capital projects.

Operational Project

Projects 1.3.16

Apr 25, 2023 - Oct 31, 2025 On Track Progress 10%

Business Process Review Program Expansion

Expanding a program that aims to optimize business processes and practices in Port Moody to deliver high-quality services that meet the growing expectations for accountability and sustainability.

Operational Project

Strategic Priority 2 Progress 56%

Resilient Natural Environment

Strategic Goal: 3 Projects: 26



	%	#
On Track	50.0	13
Some Disruption	15.38	4
Upcoming	3.85	1
Completed	30.77	8

Strategic Goal 2.1 Progress 54%

Protect, integrate and enhance our natural assets

- Protect and enhance natural water ways and the public foreshore
- Enhance the City's green infrastructure
- Strengthen the City's urban forest



	%	#
On Track	44.44	4
Some Disruption	33.33	3
Completed	22.22	2

Projects: 9

Projects 2.1.1

Oct 01, 2020 - Jun 30, 2025

Some Disruption

Progress 60%

Shoreline House Post Project (In the Presence of Ancestors) - Phase 1

The installation of five house posts along Port Moody's shoreline, with accompanying signage and landscaping, honouring five Coast Salish Nations.

Strategic Project Priority 1**Projects 2.1.2**

Feb 03, 2020 - Oct 31, 2023

Completed

Progress 100%

Urban Forest Management Strategy

Provide the City with direction in future decisions and management of the urban forest through the development of a vision, values, benefits, principles, goals, objectives, and recommendations. The implementation of the Urban Forest Management Strategy will plan and provide for the long-term protection and sustainable management of trees within the city.

Cloned from Actions 8.2.1 (Port Moody Climate Action Plan)

Strategic Project Priority 1**Projects 2.1.3**

Jun 26, 2023 - Apr 30, 2025

On Track

Progress 14%

Permeable Surface, Greenspace, and Tree Planting Policies

Develop a technical memo to support staff in providing clear guidance for permeable surfaces, greenspace, and/or tree planting in zoning bylaw and policy updates.

Strategic Project Priority 2**Projects 2.1.4**

Jan 04, 2021 - Mar 29, 2024

Completed

Progress 100%

Natural Asset Management Plan

(PHASE 1) Develop and implement a natural assets management plan with consideration of a carbon budget. 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.

Cloned from Actions 8.2.2 (Port Moody Climate Action Plan)

Strategic Project Priority 2**Projects 2.1.5**

Oct 16, 2023 - Dec 31, 2030

Some Disruption

Progress 30%

Green Infrastructure Strategy

(PHASE 2 - ONGOING) Develop and implement a green infrastructure strategy to strategically increase and manage green infrastructure in the community. Full scope and initiation of this project is currently being held pending updates on the Natural Asset Management Strategy for coordination.

Cloned from Actions 7.3.2 (Port Moody Climate Action Plan)

Strategic Project Priority 2

Projects 2.1.6

Apr 25, 2023 - Jul 31, 2025 On Track Progress 50%

Shoreline Trail Boardwalk Replacement

Replace the end-of-life Shoreline Trail boardwalk to improve safety and accessibility for trail users. The new boardwalk will be raised, widened, and include railings to improve safety and address sea level rise.

Operational Project

Projects 2.1.7

Apr 11, 2022 - Nov 29, 2024 On Track Progress 85%

Tree Protection Bylaw Update

An update to the bylaw that functions to protect, regulate, and prohibit the cutting down, removal, and damaging of trees and vegetation.

Operational Project

Projects 2.1.8

Mar 01, 2023 - Dec 31, 2030 Some Disruption Progress 20%

Invasive Species Management Program Update

(PHASE 2 - ONGOING) Develop and regularly update the invasive species management program. Implement the invasive species management program.

Cloned from Actions 8.1.5 (Port Moody Climate Action Plan)

Operational Project

Projects 2.1.9

Jan 03, 2023 - Feb 28, 2025 On Track Progress 30%

Water Metering Feasibility Study

(PHASE 2) Develop a plan that will work towards universal water metering in Port Moody.

Cloned from Actions 7.1.1 (Port Moody Climate Action Plan)

Operational Project

Strategic Goal 2.2 Progress 37%



Advance climate change mitigation and adaptation

- Prioritize implementation of climate action initiatives
- Plan for extreme weather, coastal flooding, and sea level rise
- Collaborate on regional initiatives

	%	#
● On Track	77.78	7
● Completed	22.22	2

Projects: 9

Projects 2.2.1

Jan 10, 2022 - Jun 30, 2025 On Track Progress 38%

Coastal Flood Management Strategy

(PHASE 1) Develop a Coastal Flood Management Strategy to assess and respond to coastal flooding, coastal squeeze, shoreline erosion and inundation.

Cloned from Actions 4.3.2 (Port Moody Climate Action Plan)

Strategic Project Priority 1

Projects 2.2.2

Jan 03, 2022 - Apr 30, 2024

Completed

Progress 100%

Tri-Cities Climate Mobility Strategy

(PHASE 1) Develop a Tri-Cities Climate Mobility Strategy including enhancing zero-emission vehicle infrastructure, integrating car sharing and public transit, programs and initiatives to encourage Port Moody businesses to choose zero-emission transportation options (e.g. reduced transit passes for employees), and supporting uptake of active transportation.

Cloned from Actions 2.3.1 (Port Moody Climate Action Plan)

Strategic Project Priority 2

Projects 2.2.3

Jan 23, 2023 - Dec 27, 2024

Completed

Progress 100%

BC Energy Step Code Acceleration

(PHASE 2) Accelerate adoption of the BC Energy Step Code beyond the current early adoption schedule and include a greenhouse gas intensity (GHGi) requirement to maximize energy efficiency and low carbon opportunities for new construction.

Cloned from Actions 1.1.6 (Port Moody Climate Action Plan)

Strategic Project Priority 2

Projects 2.2.4

Apr 25, 2023 - Dec 31, 2030

On Track

Progress 17%

Streetlight LED Replacement Program

This project is to implement a City-wide LED replacement program of streetlight light fixtures. The work will be planned by priority (major/arterial roads, collector roads and local roads) and by phase for expenditure smoothing. Phase 1 will take place on major roads, prioritized by area and condition assessments.

Operational Project

Projects 2.2.5

Jan 02, 2024 - Dec 31, 2029

On Track

Progress 17%

Zero-Emission Vehicle Education Campaign

(PHASE 2 - ONGOING) Create public education campaigns to increase awareness and uptake of zero emissions vehicle options.

Cloned from Actions 2.3.4 (Port Moody Climate Action Plan)

Operational Project

Projects 2.2.6

Jan 03, 2024 - Jan 31, 2025

On Track

Progress 4%

Thermal Conditioning Permit Program

(PHASE 2) Develop a thermal conditioning permit that would apply to all space heating, cooling and domestic hot water equipment in new and existing buildings. The thermal conditioning permit will support proper heat load calculations, mechanical design, and installation of heat pumps.

Cloned from Actions 1.1.14 (Port Moody Climate Action Plan)

Operational Project

Projects 2.2.7

Jan 23, 2023 - Dec 31, 2024 On Track Progress 24%

Concierge Retrofit Program

(PHASE 2) Design and implement a concierge retrofit program for large and small buildings that encourages and helps facilitate energy efficiency and low carbon retrofits for existing large and small buildings.

Cloned from Actions 1.1.7 (Port Moody Climate Action Plan)

Operational Project

Projects 2.2.8

Jan 02, 2024 - Dec 31, 2029 On Track Progress 21%

Strata and Building Management Climate Toolkit and Education Campaign

(PHASE 2 - ONGOING) Engage strata councils and large building management companies to integrate extreme weather event emergencies in their plans and communication.

Cloned from Actions 5.2.4 (Port Moody Climate Action Plan)

Operational Project

Projects 2.2.9

Jan 03, 2023 - Dec 31, 2029 On Track Progress 10%

Building Energy Benchmarking and Disclosure Requirement for Part 3 Buildings

(PHASE 2 - ONGOING) Outline and implement a mandatory building energy benchmarking and disclosure requirement for part 3 buildings that are already built or recently received occupancy.

Cloned from Actions 1.1.11 (Port Moody Climate Action Plan)

Operational Project

Strategic Goal 2.3 Progress 79%



Enhance and expand parkland and open spaces

- Increase, expand, and enhance urban parks
- Optimize park user experiences
- Increase and improve trails and open spaces

	%	#
● On Track	25.0	2
● Some Disruption	12.5	1
● Upcoming	12.5	1
● Completed	50.0	4

Projects: 8

Projects 2.3.1

May 02, 2022 - Mar 31, 2025 Some Disruption Progress 93%

Parkland 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.

Cloned as Actions 8.1.7 (Port Moody Climate Action Plan)

Phase One Actions Strategic Project Priority 1

Projects 2.3.2

Jul 01, 2025 - Apr 30, 2027

Upcoming

Parks and Recreation Master Plan Update

Update of the 2016 Parks and Recreation Master Plan.

Strategic Project Priority 2

Projects 2.3.3

Jan 23, 2023 - Mar 31, 2025

On Track

Progress 75%

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.

Note that this project focuses on development of a Trail Network Plan along with some recommendations on how to implement it. Implementation of the plan is outside of the scope of this project.

Strategic Project Priority 2

Projects 2.3.4

Mar 01, 2021 - Dec 31, 2024

Completed

Progress 100%

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.

Strategic Project Priority 2

Projects 2.3.5

Mar 01, 2021 - Jun 28, 2024

Completed

Progress 100%

Old Orchard Park Master Plan

Development of a master plan for Old Orchard Park to address long-term priorities for the park.

Operational Project

Projects 2.3.6

Jul 01, 2022 - Mar 31, 2024

Completed

Progress 100%

Inlet Sports Field Redevelopment Phase 2 (Construction)

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.

Operational Project

Projects 2.3.7

Feb 01, 2022 - Mar 31, 2025

On Track

Progress 67%

Mossom Creek Park Feasibility Study

A feasibility study to explore the potential opportunities, impacts, and costs of a Mossom Creek Park at 1440 loco road.

Operational Project

Projects 2.3.8

Sep 01, 2023 - Apr 30, 2024

Completed

Progress 100%

Boulevard Landscaping Guidelines

Develop materials to promote increased boulevard landscaping and highlight what is allowed under existing Boulevard Maintenance bylaws and current and upcoming guidelines currently in development. This will include information on boulevard gardening and plant selection and a possible communications campaign in the spring of 2024.

Operational Project

Strategic Priority 3

Progress 55%

Healthy Community Development

Strategic Goal: 3

Projects: 40



	%	#
On Track	37.5	15
Some Disruption	22.5	9
On Hold	12.5	5
Upcoming	2.5	1
Completed	25.0	10

Strategic Goal 3.1

Progress 40%

Create complete and connected communities through balanced growth

- Prioritize transit-oriented development and diverse and equitable housing options
- Improve neighbourhood connections and identify unique neighbourhood needs, including commercial / retail services
- Implement best practices that result in growth that is consistent with community needs



	%	#
On Track	30.77	4
Some Disruption	15.38	2
On Hold	38.46	5
Completed	15.38	2

Projects: 13

Projects 3.1.1

Apr 25, 2023 - Dec 31, 2024

Completed

Progress 100%

BC Housing Partnership Exploration

Continue to work with BC Housing to explore opportunities to develop a range of affordable housing types in Port Moody.

Strategic Project Priority 2

Projects 3.1.2

Apr 25, 2023 - Apr 30, 2025

Some Disruption

Progress 20%

Moody Centre Design Guide

To identify guidelines to inform the form and character of development within the Moody TOD area (Phase 1).

Strategic Project Priority 2

Projects 3.1.3

Apr 25, 2023 - Apr 30, 2025

On Hold

Progress 25%

Secure market rental housing policy

Develop policy to support the development of new purpose-built rental units. This involves a municipal scan and a market analysis to calculate the level of incentives required to achieve policy goals.

Strategic Project Priority 2

Projects 3.1.4

Apr 25, 2023 - Jun 28, 2024

On Track

Progress 40%

Missing Middle Housing Policy

To develop a project scope for a Missing Middle Policy for Port Moody to be used to engage consultant assistance in 2024.

Strategic Project Priority 2

Projects 3.1.5

Apr 25, 2023 - Sep 30, 2025

On Hold

Progress 80%

Minimum Employment Standards

A project to develop minimum employment standards.

Strategic Project Priority 2

Projects 3.1.6

Apr 25, 2023 - Apr 30, 2025

On Hold

Progress 20%

Moody Centre South Neighbourhood Plan Phase 1

To develop a project scope for a neighbourhood plan that identifies how land uses and building forms will transition within this low density residential area including: defining character and uses for the St Johns St edge; retaining and integrating the existing heritage fabric; identifying view corridors; planning for new and innovative forms of open space and neighbourhood amenities; and focussing on housing diversity.

Strategic Project Priority 2

Projects 3.1.7

Aug 22, 2022 - Feb 28, 2024

On Hold

Progress 9%

Moody Centre Development Priorities and Density Standards

To confirm preferred development priorities for Moody Centre and establish maximum density standards corresponding to development forms anticipated in the updated Official Community Plan.

Strategic Project Priority 2

Projects 3.1.8

Dec 01, 2021 - Dec 29, 2023

Completed

Progress 100%

Cumulative Development Traffic Model

A computer model to better understand the effects on Port Moody traffic of potential land developments within the City. The model will consider various growth scenarios, and enable creation of metrics / targets for key roadways crossing the City Centre.

Operational Project

Projects 3.1.9

Apr 25, 2023 - Jun 28, 2024

On Track

Progress 85%

Minimum Maintenance Standards for Rental Housing

Develop a Standards of Maintenance Bylaw that sets out minimum building standards for rental housing to ensure the quality, safety, and livability of rental units. This bylaw will apply to all residential rental properties including rental apartments, rented condo units, secondary suites, laneway housing and unauthorized suites.

Operational Project

Projects 3.1.10

Jan 02, 2024 - Dec 31, 2025 Some Disruption Progress 5%

Revise Parking Minimums and Create Parking Maximums

(PHASE 2) Review and revise parking minimums and establish parking maximums to reduce the size and number of parking structures and associated embodied emissions from concrete and encourage lower rates of car ownership.

Cloned from Actions 2.2.2 (Port Moody Climate Action Plan)

Operational Project

Projects 3.1.11

Jan 02, 2024 - Dec 31, 2025 On Track Progress 5%

Hazard Mapping and DPA - Climate Lens Update

(PHASE 2) Apply a climate lens to existing hazard mapping and development permit areas to decrease the risk of impacts associated with climate change and require low carbon solutions for new developments.

Cloned from Actions 4.1.2 (Port Moody Climate Action Plan)

Operational Project

Projects 3.1.12

Sep 01, 2023 - Aug 31, 2025 On Track Progress 10%

Design Guidelines - Climate Lens Update

(PHASE 2) Review and update existing design guidelines to maximize energy efficiency and low carbon opportunities along with increasing resilience to climate change impacts for new construction. This project is integrated with the updates to the Subdivision and Development Servicing Bylaw which includes updates to all engineering design criteria and will result in the creation of a design criteria manual (DCM) for Port Moody. The DCM will incorporate industry best practices and standards for sustainability and climate changes for all infrastructure.

Cloned from Actions 4.1.1 (Port Moody Climate Action Plan)

Operational Project

Projects 3.1.13

Oct 01, 2023 - Mar 29, 2024 On Hold Progress 20%

Single Detached Residential Redevelopment Updates

Includes the original scope of the Small Lot Program and Laneway Program Updates project which focused on the implementation of recommendations to improve the small lot and laneway housing program (infill development) and draft Bylaw Amendments as necessary. Project has now been renamed and expanded to also include recommendations to explore a pilot program for a new RS1-B Bare Land Strata zone.

Operational Project

Strategic Goal 3.2 Progress 80%

Provide safe, efficient, and accessible transportation options

- Embrace a multi-modal approach for mobility
- Provide safe and comfortable transportation options for all ages and abilities
- Strategically plan for the City's transportation networks



	%	#
● On Track	36.36	4
● Some Disruption	18.18	2
● Completed	45.45	5

Projects: 11

Projects 3.2.1

Jan 02, 2024 - Dec 31, 2024

On Track

Progress 6%

Pedestrian Priority Zone Exploration

(PHASE 2) Explore the feasibility of creating pedestrian priority zones in key areas of Port Moody that will encourage sustainable and active modes of transportation and reduce GHG emissions.

Cloned from Actions 2.2.3 (Port Moody Climate Action Plan)

Strategic Project Priority 2

Projects 3.2.2

Apr 25, 2023 - Mar 31, 2024

Completed

Progress 100%

School Traffic Safety Initiative

Annual initiative to engage with School District 43 to identify barriers and challenges and improve active transportation opportunities to and from schools in the City. Heritage Mountain Elementary Active School Transportation Planning Study is in progress for 2023.

Operational Project

Projects 3.2.3

Apr 25, 2023 - Jul 31, 2025

On Track

Progress 5%

Neighbourhood Traffic Calming Program

An annual program to develop a concept design for traffic calming, including public engagement and pilot project with temporary installations. Pilot project to be active for one or two years until funding is secured for permanent install.

Operational Project

Projects 3.2.4

May 01, 2019 - Sep 30, 2024

Completed

Progress 100%

Suter Brook Village Traffic Improvement Pilot

Implement and monitor a trial traffic pattern change to one-way travel on Brew Street from Morrissey Road to Capilano Road.

Operational Project

Projects 3.2.5

Jun 01, 2023 - Apr 30, 2024

On Track

Progress 95%

Shoreline Trail Upgrade

Upgrade and re-pave the existing Shoreline Trail paved pathway with improvements to width, drainage, and directional separation for safety. The project will also enhance the trail with extensive landscaping of plantings and trees, wayfinding features, benches, and interpretative signage.

Operational Project

Projects 3.2.6

Apr 25, 2023 - Dec 31, 2023

Completed

Progress 100%

Bus Stop Accessibility Improvements

This annual program will facilitate making improvements for transit users throughout the City by modifying transit stops and sidewalk space to make the experience safer and increase accessibility. It will also include providing bus shelters in areas currently underserved.

Operational Project

Projects 3.2.7

Jun 01, 2023 - Oct 08, 2024 On Track Progress 90%

Guildford Way Cycling Facility - Design Phase

To develop a concept design that is an all-inclusive bike facility for all ages and abilities and provide a safe connection between Coquitlam and the existing bike and share facilities on Murray Street.

Operational Project

Projects 3.2.8

Mar 01, 2022 - Mar 14, 2023 Completed Progress 100%

Bike Route Review

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.

Operational Project

Projects 3.2.9

Oct 01, 2021 - Apr 30, 2025 Some Disruption Progress 90%

Master Transportation Plan Update

(PHASE 1) Update, accelerate and fund implementation of the Master Transportation Plan projects to reduce GHG emissions by 2030, including accelerating alternative transportation goals, and initiatives focused on transit, transit-oriented development, and paths and trails.

Cloned from Actions 2.2.1 (Port Moody Climate Action Plan)

Strategic Project Priority 1

Projects 3.2.10

Oct 01, 2021 - Dec 22, 2023 Completed Progress 100%

Transportation Assessment for New Developments

(PHASE 1) Require developers to include comprehensive transportation demand management (TDM) strategies in proposals for new large development projects.

Cloned from Actions 4.2.2 (Port Moody Climate Action Plan)

Operational Project

Projects 3.2.11

Nov 01, 2023 - Feb 28, 2025 Some Disruption Progress 95%

Pay Parking

This project will establish pay parking at five locations within the City with the goal of increasing parking availability and turnover. The scope includes installation, commissioning, testing and staff training of the pay parking systems and parking payment phone application.

Strategic Project Priority 1

Strategic Goal 3.3 Progress 49%

Enhance community wellbeing

- Facilitate community well-being through programs and long-term planning
- Provide recreation services and access to indoor and outdoor amenities for all ages and abilities
- Incorporate our values, including diversity, equity, inclusion, Truth and Reconciliation, and climate actions, into our policies, plans and initiatives

	%	#
On Track	43.75	7
Some Disruption	31.25	5
Upcoming	6.25	1
Completed	18.75	3

Projects: 16

Projects 3.3.1

Sep 01, 2019 - Oct 31, 2024

Some Disruption

Progress 84%

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. In 2021 Q4, the project scope was changed - staff are adjusting the project timelines and outcomes.

Strategic Project Priority 1**Projects 3.3.2**

Sep 01, 2022 - Apr 30, 2024

On Track

Progress 96%

Community Well-Being Guidelines

Develop guidelines for multi-family buildings in Port Moody to ensure that all new development projects are designed to support the physical, mental, and social health of residents, and to advance equity and connectedness.

Strategic Project Priority 2**Projects 3.3.3**

Apr 25, 2023 - Dec 31, 2023

Completed

Progress 100%

Accessibility Plan and Response

Planning for the City's response to Accessible BC legislation, including an accessibility plan and committee, as well as related accessibility work within facilities.

Strategic Project Priority 2**Projects 3.3.4**

Sep 01, 2022 - Mar 31, 2025

Some Disruption

Progress 40%

Construction Best Practices Policy

To outline construction best practices, determine prescriptive construction expectations, identify updates to applicable bylaws including monitoring and enforcement procedures, develop procedures to forecast construction (private and City works), and establish a construction impacts fee and eligibility requirements for a refund of the refundable portion of the fee.

Operational Project**Projects 3.3.5**

Feb 01, 2021 - Jan 31, 2024

Completed

Progress 100%

Seniors Needs Assessment

Complete a seniors needs assessment to understand community needs, potential programs, space needs and related costs.

Operational Project**Projects 3.3.6**

Feb 01, 2022 - Oct 31, 2023

Completed

Progress 100%

Tennis and Pickleball Report

Develop next steps for tennis and pickleball courts in the short term.

Operational Project

Projects 3.3.7

May 26, 2025 - Dec 31, 2025

Upcoming

Leisure Access Pass Review

Review of current leisure access program and recommendations for improvements to better meet community needs.

Operational Project

Projects 3.3.8

Jan 01, 2022 - Jan 31, 2025

Some Disruption

Progress 50%

Youth Needs Assessment

Follow up on results of youth survey completed in 2022, and integration of feedback into recreational programming.

Operational Project

Projects 3.3.9

Jan 13, 2025 - Jun 08, 2026

On Track

Progress 0%

Dog Management Strategy

This project, a recommendation from the Parks and Recreation Commission, will develop a dog management strategy for Port Moody's Parks, focusing on access, design, stewardship and enforcement, with designs that promote the comfort and safety of all park users.

Operational Project

Projects 3.3.10

Sep 01, 2023 - Jan 31, 2025

Some Disruption

Progress 0%

Allocation Policy and Framework

Review of current recreation allocation policies and development of a new allocation policy, fees and charges bylaw and framework to calculate recreation fees and subsidies for various recreation services and amenities.

Operational Project

Projects 3.3.11

Jan 09, 2023 - Mar 31, 2025

On Track

Progress 15%

Embodied Emissions in New Construction Research and Options

(PHASE 2) Undertake research, industry consultation, and a legal review to outline options and implementation considerations for requiring and/or incentivizing embodied emissions reduction in new construction projects. Action under the Climate Ready Homes and Buildings Plan.

Cloned from Actions 1.1.5 (Port Moody Climate Action Plan)

Operational Project

Projects 3.3.12

Jan 02, 2024 - Dec 31, 2024

On Track

Progress 21%

Sustainable Building Rezoning Policy

(PHASE 2) Update and expand existing rezoning policies to maximize energy efficiency and low carbon opportunities for new construction.

Cloned from Actions 4.1.3 (Port Moody Climate Action Plan)

Operational Project

Projects 3.3.13

Jan 02, 2024 - Dec 31, 2024 On Track Progress 2%

Community and Commercial Focused Zero Waste Strategy

(PHASE 2) Create a community and commercial focused zero-waste strategy to eliminate waste going to the landfill from community and commercial buildings.

Cloned from Actions 3.1.3 (Port Moody Climate Action Plan)

Operational Project

Projects 3.3.14

Oct 16, 2023 - Jan 31, 2025 On Track Progress 70%

Civic Facility Accessibility Improvements – Phase 1

Implement accessibility improvements to three civic facilities (Civic Complex, Recreation Centre, and the Arts Centre) based on an accessibility assessment that was conducted in 2022.

Operational Project

Projects 3.3.15

Feb 12, 2024 - May 31, 2025 Some Disruption Progress 10%

Truth and Reconciliation Crosswalk

Location selection, design, and installation of a Truth & Reconciliation themed crosswalk within Port Moody in order to provide a reminder of the victims, survivors, and all those impacted by Canada’s Residential School System and to display a highly visible commitment to advancing Truth and Reconciliation.

Strategic Project Priority 2

Projects 3.3.16

Jan 01, 2024 - Jan 31, 2025 On Track Progress 95%

Mayor’s Invitational Youth Summit

This project will deliver an Invitational Youth Summit in 2024. Mayor and Council will invite youth to come together to share their thoughts, ideas and visions on issues that matter to them including social connections/youth spaces, mental health and wellness, and climate justice.

Strategic Project Priority 1

Strategic Priority 4 Progress 58%

Vibrant and Prosperous Community

Strategic Goal: 3 Projects: 24



	%	#
● On Track	29.17	7
● Some Disruption	20.83	5
● On Hold	12.5	3
● Upcoming	4.17	1
● Discontinued	4.17	1
● Completed	29.17	7

Strategic Goal 4.1 Progress 70%

Improve the local business climate

- Prioritize implementation of the Economic Development Master Plan
- Focus on growth of priority business areas
- Provide support and communication to businesses in redevelopment areas

Projects: 7



	%	#
● On Track	14.29	1
● Some Disruption	28.57	2
● On Hold	14.29	1
● Discontinued	14.29	1
● Completed	28.57	2

Projects 4.1.1

Feb 26, 2024 - Jul 31, 2025

Some Disruption

Progress 40%

Industrial Land Strategy Implementation Plan

Industrial Land Strategy Implementation Plan to evolve industrial land uses.

Strategic Project Priority 2

Projects 4.1.2

Apr 25, 2023 - Oct 31, 2023

On Hold

Progress 15%

Brownfield Development Strategy

Explore options for brownfield development.

Operational Project

Projects 4.1.3

Apr 25, 2023 - Oct 31, 2023

Discontinued

Hotel Feasibility Study

Research to explore the feasibility of recruiting a hotel to be integrated into one of the mixed-use developments. The project will also encompass potential target hotel establishments and tiers as a site opportunity becomes available.

Operational Project

Projects 4.1.4

May 01, 2023 - Apr 30, 2025

On Track

Progress 90%

Competitive Analysis and Target Identification

Supported in part by a CanExport grant, this project intends to examine the City's competitive strengths with respect to investment attraction and to identify targets in specific industries to approach for recruitment to Port Moody.

Operational Project

Projects 4.1.5

Apr 25, 2023 - Aug 29, 2023

Completed

Progress 100%

Economic Development Micro Site

A microsite, hosted on the City's website, dedicated to support economic development, investment attraction and business retention.

Operational Project

Projects 4.1.6

Apr 25, 2023 - Apr 30, 2025

Completed

Progress 100%

Promotional Package for Office-Based Investment

Material (e.g. brochure, slide deck, etc.) to speak to the city's quality of life, upcoming developments, and commercial/investment opportunities to solicit office-based enterprises in mixed-use developments.

Operational Project

Projects 4.1.7

Apr 25, 2023 - Dec 31, 2025 Some Disruption Progress 75%

Business Outreach Program Formalization

A program to outline the strategic approach the City will undertake to reach out to businesses to connect for the first time, reconnect, and to canvass for on-the-ground information related to the business climate. This work is currently being conducted in a more ad hoc approach.

Operational Project

Strategic Goal 4.2

Progress 38%



Enhance vibrancy through placemaking, arts, culture, heritage, and tourism

- Develop a vision for the “City of the Arts”
- Facilitate events and festivals in our community
- Increase the vibrancy of our waterfront and main thoroughfares

	%	#
● On Track	33.33	2
● Some Disruption	16.67	1
● On Hold	16.67	1
● Upcoming	16.67	1
● Completed	16.67	1

Projects: 6

Projects 4.2.1

Jul 01, 2019 - Apr 30, 2024 Completed Progress 100%

St Johns Redesign Project Phase 1

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.

Strategic Project Priority 2

Projects 4.2.2

Jul 01, 2020 - Apr 30, 2025 On Track Progress 30%

St Johns Redesign Project Phase 2

Develop design for improved St. Johns Street streetscape. This phase will develop a concept design for active transportation facilities and improved streetscape along St. Johns Street from Moody Street to loco Road. A major component of this project includes reviewing the existing HOV lane along St. Johns, Clarke, and Barnet Highway and working with TransLink for approval to reallocate the HOV lane on St. Johns Street for active transportation use.

Strategic Project Priority 2

Projects 4.2.3

Feb 03, 2025 - Dec 31, 2025 Upcoming

City of the Arts Strategy - Phase 1

Develop the pillars of a City of the Arts Strategy along with some short and long term recommendations. The goal is to develop a strategy whereby Port Moody is viewed as the "City of the Arts" by way of a defined vision; artistic, cultural, and heritage experiences for residents and visitors; supports for artists and the artistic community; connections to economic development and artistic enterprises; easy access to related information; and a proud community voice.

Strategic Project Priority 1

Projects 4.2.4

Nov 01, 2023 - Mar 31, 2024 Some Disruption Progress 2%

Heritage Strategic Plan Update Scoping

Develop a scope for a new Heritage Strategic Plan that reflects the City's truth and reconciliation intention. This will involve engaging a consultant to help scope what First Nations involvement in telling and planning for Port Moody's heritage looks like.

Strategic Project Priority 2

Projects 4.2.5

Jun 03, 2024 - Feb 28, 2025 On Hold Progress 10%

Moody Centre Streetscape Standards

To identify the potential for streetscape standards for different sub neighbourhoods within Moody Centre.

Strategic Project Priority 2

Projects 4.2.6

Jan 03, 2023 - Oct 30, 2024 On Track Progress 85%

Zero Waste Strategy for City Facilities, Parks, and Events

(PHASE 2) Create a zero-waste strategy for to eliminate waste going to the landfill from city owned buildings, parks, and events.

Cloned from Actions 3.1.2 (Port Moody Climate Action Plan)

Operational Project

Strategic Goal 4.3 Progress 63%



Leverage public spaces

- Determine strategic direction for existing and future civic facilities
- Determine direction for underutilized City lands
- Enhance places where people naturally gather

	%	#
● On Track	36.36	4
● Some Disruption	18.18	2
● On Hold	9.09	1
● Completed	36.36	4

Projects: 11

Projects 4.3.1

Jan 01, 2024 - Mar 31, 2025 On Track Progress 60%

Recreation Facilities Study

Feasibility study of new recreation and community facilities, considering demographics, regional services and recreational trends, community and user group feedback, costs, and other factors.

Strategic Project Priority 1

Projects 4.3.2

Jul 03, 2023 - Apr 30, 2025 On Track Progress 5%

Short and Long Term Works Yard/3016 Murray Street Plan

Based on condition assessment and space planning studies conducted at the Works Yard and 3016 Murray Street, develop a plan that addresses both short term and long term needs considering current and future space needs, strategic locations to align with overall City lands strategy and long range master plans, financial factors, and efficient access to maintain exceptional level of service.

Strategic Project Priority 1

Projects 4.3.3

Feb 01, 2023 - Oct 31, 2023

Completed

Progress 100%

2023 Pop Up Parks

Develop pop up parks at Queens St Plaza and Kyle Park for 2023.

Strategic Project Priority 2

Projects 4.3.4

Sep 15, 2023 - Oct 31, 2024

Completed

Progress 100%

Civic Facility Accessibility Assessments

Conduct accessibility assessments on 17 civic facilities, provide recommendations on improvements and upgrades at these facilities and develop a prioritization matrix to rank recommendations for each facility. This project will work towards achieving certification with the Rick Hansen Foundation Accessibility Certifier (RHFAC) rating system and to identify gaps to achieving Gold level certification. The Civic Centre, Recreation Centre, and the Arts Centre are excluded from this project, as they are covered under the Civic Centre Accessibility Improvements – Phase 1 project.

Operational Project

Projects 4.3.5

Jan 08, 2024 - Mar 31, 2025

Some Disruption

Progress 65%

Civic Complex Enhancement

A project that will hire a landscape architect and planning consultant to complete exterior upgrades to the complex that also includes the public library and recreation complex, with a focus on small-scale improvements that can make an immediate impact for the community, rather than larger capital projects.

Operational Project

Projects 4.3.6

May 01, 2022 - Jan 31, 2025

Some Disruption

Progress 98%

Westhill Childcare Facility

To renovate the second floor of the Westhill Community Centre to create 37 child care spaces and new playground space.

Operational Project

Projects 4.3.7

Jul 01, 2019 - Apr 30, 2025

On Hold

Progress 0%

Queen Street Plaza Placemaking - Design Phase

Develop a design to beautify and activate the plaza by creating a space for residents and visitors to gather and connect, encouraging pedestrian traffic to the plaza and supporting surrounding businesses.

Operational Project

Projects 4.3.8

Oct 30, 2020 - Feb 28, 2024

Completed

Progress 100%

Facility Climate Audits

(PHASE 1) Perform comprehensive climate audits on all civic facilities and prioritize upgrades where feasible and highest risk.

Cloned from Actions 1.1.2 (Port Moody Climate Action Plan)

Operational Project

Projects 4.3.9

May 01, 2023 - Dec 31, 2024

On Track

Progress 60%

Zero Emissions Municipal Building Policy

(PHASE 2) Develop a zero emissions municipal building policy and track progress against GHG reduction targets for municipally owned buildings to guide emissions reduction retrofits and renovations. The policy will include the requirement to use future climate data in the design and renovation and facilities.

Cloned from Actions 1.1.15 (Port Moody Climate Action Plan)

Operational Project

Projects 4.3.10

May 01, 2023 - Jun 30, 2026

On Track

Progress 10%

Inlet Park Fieldhouse

Design and construction of Fieldhouse facility at Inlet Park. Final design is anticipated to include multi-storey building with rooftop viewing deck, public washrooms, change rooms, large event space and flexible meeting and work space.

Strategic Project Priority 1

Projects 4.3.11

Jan 15, 2024 - Dec 31, 2024

Completed

Progress 100%

2024 Pop Up Parks

Develop pop up parks by animating spaces in the community. 2024 pop up parks will include family-friendly activities at Chip Kerr, Kyle Centre, Queen Street Plaza, and Pioneer Park for 2024.

Strategic Project Priority 2

Considered at the January 21, 2025, Strategic Priorities Committee meeting

Corporate Project Plan

Sustainable Core Services	PL	Resilient Natural Environment	PL	Healthy Community Development	PL	Vibrant and Prosperous Community	PL
Land Management Strategy	SP1	Parkland Strategy	SP1	Official Community Plan Update	SP1	City of the Arts Strategy Phase 1	SP1
Asset Management Investment Plan Update	SP1	Shoreline House Post Project (In the Presence of Ancestors)	SP1	Pay Parking	SP1	Short and Long Term Works Yard/3016 Murray Plan	SP1
Revenue Diversification Strategy	SP1	Coastal Flood Management Strategy	SP1	Mayor's Invitational Youth Summit	SP1	Inlet Park Fieldhouse	SP1
IDEA Framework	SP2	Green Infrastructure Strategy	SP2	Master Transportation Plan Update	SP1	Recreation Facilities Study	SP1
Truth and Reconciliation Phase 2	SP2	Trail Network Plan	SP2	Moody Centre Development Priorities and Density Standards	SP2	Industrial Land Strategy Implementation Plan	SP2
Digital Strategy	SP2	Parks and Recreation Master Plan Update	SP2	Minimum Employment Standards	SP2	Moody Centre Streetscape Standards	SP2
Asset Management Policy Development	SP2	Permeable Surface, Greenspace, and Tree Planting Policies	SP2	Truth and Reconciliation Crosswalk	SP2	St Johns Redesign Project Phase 2	SP2
Emergency Support Services Program Review and Plan Update	SP2	Tree Protection Bylaw Update	OP	Moody Centre South Neighbourhood Plan Phase 1	SP2	Heritage Strategic Plan Update Scoping	SP2
Extreme Weather Staffing and Resource Plan	SP2	Thermal Conditioning Permit Program	OP	Secure market rental housing policy	SP2	Civic Facility Accessibility Improvements - Phase 1	OP
Drainage Utility Enhancements	SP2	Invasive Species Management Program Update	OP	Missing Middle Housing Policy	SP2	Westhill Childcare Facility	OP
Disaster Response Plan Refresh	OP	Shoreline Trail Boardwalk Replacement	OP	Community Well-Being Guidelines	SP2	Competitive Analysis and Target Identification	OP
Emergency Preparedness Education	OP	Zero-Emission Vehicle Education Campaign	OP	Moody Centre Design Guide	SP2	Brownfield Development Strategy	OP
Establish Extreme Weather Ambassadors	OP	Concierge Retrofit Program	OP	Embodied Emissions in New Construction	SP2	Business Outreach Program Formalization	OP
Inflow and Infiltration Strategy	OP	Streetlight LED Replacement Program	OP	Pedestrian Priority Zone Exploration	SP2	Zero Waste Strategy for City Facilities, Parks, and Events	OP
Employee Engagement Survey	OP	Strata and Building Management Climate Toolkit and Education	OP	Shoreline Trail Upgrade	OP	Zero Emissions Municipal Building Policy	OP
Organizational Policy Review	OP	Mossom Creek Park Feasibility Study	OP	Single Detached Residential Redevelopment Updates	OP	Civic Complex Enhancement	OP
Engineering and Ops Work Process Review Phase 2	OP	Water Metering Feasibility Study	OP	Construction Best Practices Policy	OP	Queen Street Plaza Placemaking	OP
Update Subdivision and Development Servicing Bylaw	OP	Building Energy Benchmarking and Disclosure Requirement	OP	Sustainable Building Rezoning Policy	OP	✓ Facility Climate Audits	OP
Emergency Water Plan - Implementation Phase	OP	✓ Urban Forest Management Strategy	SP1	Dog Management Strategy	OP	✓ 2023 Pop Up Parks	SP2
Business Process Review Program Expansion	OP	✓ Inlet Sports Field Redevelopment Phase 2 (Construction)	OP	Revised Parking Minimums and Maximums	OP	X Hotel Feasibility Study	OP
Records Management Renewal	OP	✓ Natural Asset Management Plan Phase 1	SP2	Minimum Maintenance Standards for Rental Housing	OP	✓ Economic Development Micro Site	OP
Website Renewal	OP	✓ Tri-Cities Climate Mobility Strategy	SP2	Design Guidelines - Climate Lens Update	OP	✓ St Johns Redesign Project Phase 1	SP2
Organizational Development Plan Implementation	OP	✓ BC Energy Step Code Acceleration	SP2	Hazard Mapping and DPA - Climate Lens Update	SP2	✓ Civic Facility Accessibility Assessments	OP
HR Compensation Policy	OP	✓ Boulevard Landscaping Guidelines	OP	Neighbourhood Traffic Calming Program	OP	✓ Promotional Package for Office-Based Investment	OP
✓ Council Strategic Plan Public Dashboard	OP	✓ Rocky Point Park Master Plan Update	SP2	Community and Commercial Zero Waste Strategy	OP	✓ 2024 Pop Up Parks	SP2
✓ Public Engagement Policy and Toolkit	OP	✓ Old Orchard Park Master Plan Update	OP	Leisure Access Pass Review	OP		
✓ Corporate Learning Strategy	OP			Youth Needs Assessment	OP		
✓ Development Planning Process Improvement	SP1			Guildford Way Cycling Facility- Design Phase	OP		
✓ Customer Service Commitment Implementation	SP2			Allocation Policy and Framework	OP		
		# Projects		✓ Seniors Needs Assessment	OP		
		Sustainable Core Services	24	✓ Bike Route Review	OP		
		Resilient Natural Environment	18	✓ Suter Brook Village Traffic Improvement	OP		
		Healthy Community Development	29	✓ 2023 Bus Stop Accessibility Improvements	OP		
		Vibrant and Prosperous Community	17	✓ Accessibility Plan and Response	SP2		
		Total In Progress Projects:	88	✓ Cumulative Development Traffic Model	OP		
		Total Completed Projects:	31	✓ Transportation Assessment for New Developments Phase 1	OP		
		Project Completion Percentage	26%	✓ Tennis and Pickleball Report	OP		
		Requested Project Proposals		✓ BC Housing Partnership Exploration	SP2		
		Onsite Child Care Feasibility Study		✓ School Traffic Safety Initiative	OP		

Legend
 OP = Operational Project
 PL = Priority Level
 SP1 = Strategic Project Priority Level 1
 SP2 = Strategic Project Priority Level 2
 ✓ = Completed project
 x = Discontinued project

Corporate Project Plan – Project Proposal

Onsite Childcare Feasibility Study

Date:	January 21, 2025
GM, Department:	Julie Pavey-Tomlinson, Community Services
Project Manager:	Linda Santos, Project Delivery
Staff Lead:	Val Tepes, Facilities
Project Origin:	<input checked="" type="checkbox"/> Council Motion #RC23/107 <input type="checkbox"/> Staff Initiated <input type="checkbox"/> Other: [Other]
Priority Area:	<input type="checkbox"/> Sustainable Core Services <input checked="" type="checkbox"/> Healthy Community Development <input type="checkbox"/> Resilient Natural Environment <input type="checkbox"/> Vibrant and Prosperous Community
Strategic Goal	Strategic Goal 3.3 – Enhance community wellbeing
Proposed Priority	<input type="checkbox"/> Strategic Project - Priority Level 1 <input checked="" type="checkbox"/> Strategic Project - Priority Level 2 <input type="checkbox"/> Operational Project

Project Description

This project is a feasibility study on the potential construction of a childcare facility at City Hall campus. A feasibility study is required to properly evaluate the space needs and siting, regulatory requirements, and financial considerations. The study will also evaluate commercial modular building options that are available for childcare uses, site configurations and limitations within the civic complex.

Relevant Background

At the May 9, 2023 Regular Council meeting, Council directed staff to report back on the viability for establishing childcare services to be offered for employees and possibly members of the general public.

At the July 16, 2024 Strategic Priorities Committee meeting, staff presented their initial findings including a staff survey to gauge level of interest in onsite childcare facilities. Council approved a motion for staff to bring back a project proposal on this topic.

Childcare services play a crucial role in supporting families and fostering the healthy development of children across Canada. While the responsibility for childcare primarily falls under provincial and territorial jurisdictions, local governments can also play a significant role in the provision and coordination of childcare services within their communities.

Project Objectives

To assess the feasibility of an onsite childcare facility, including costs, location options and site needs.

Scope	
In Scope	<ul style="list-style-type: none"> - Retain an architect to conduct a feasibility study that includes the following: <ul style="list-style-type: none"> o Identify space needs and options, including locations for outdoor play area based on square footage per child requirements (using a childcare model assumption of 12 infant/toddler spaces and 25 3-5 year old spaces) o Evaluate commercial modular building options that are available for childcare uses o Review site configurations and limitations within the civic and recreation complexes o Review potential for senior government grants o Capital Class D cost estimate of potential options - Transportation & Parking considerations (staff and user parking/drop off/pick up spaces) - Site Circulation considerations (in light of potential dedicated and secure outdoor spaces directly adjacent to the indoor childcare space) - Archaeology considerations (reviewing locations/activities that would require earthworks and thus trigger further study, timeline impacts and potential limitations)
Out of Scope	<ul style="list-style-type: none"> - Detailed design of preferred childcare space - Construction of a childcare facility - Assessing locations outside of the civic complex area

Work Plan Overview	
Project start date: January 27, 2025	Project end date: June 15, 2024
<i>Deliverable/Milestone:</i>	<i>Date:</i>
<ul style="list-style-type: none"> • Conduct kick-off meeting with architect 	February 2025
<ul style="list-style-type: none"> • Staff to review draft report and provide comments to architect 	April 2025
<ul style="list-style-type: none"> • Finalize report 	May 2025
<i>Final deliverable:</i> <ul style="list-style-type: none"> • Report back to council 	June 2025

Communications	
Is public engagement or a communications strategy in the project scope? No If yes, refer the project proposal to the Manager of Communications and Engagement for review.	
For Manager of Communications and Engagement only	<input type="checkbox"/> Approved

Budget	
Budget Source: TBD	
Architect	\$30,000
Staff Time	\$9,000
Contingency (15%)	\$5,850
<input checked="" type="checkbox"/> Request Referral to Finance Committee	\$44,850

Decision Notes (Corporate Planning use only)		
Date	Meeting	Decision
January 21, 2025	Strategic Priorities Committee Meeting	