



## CITY OF ST. ALBERT CITY COUNCIL POLICY

NUMBER	TITLE
C-P&E-12	Sustainable Buildings
ORIGINAL APPROVAL DATE	DATE LAST REVISED
April 3, 2017	April 1, 2025

### Purpose

To establish guidelines for the sustainable management of City Buildings and framework for the planning, construction, renovation, and operations of Community Buildings, Corporate Buildings and Utilities Buildings.

### Policy Statement

The City recognizes the impact the built environment has on the environmental, economic, and social sustainability of the community. The City strives to build and/or utilize buildings that are environmentally responsible, resource efficient, reduce greenhouse gas emissions and accessible for all members of the community.

The City is committed to demonstrating leadership in the development of the built environment through the construction and operation of sustainable civic buildings.

The City strives for continuous improvement in the operations and management practices of its buildings.

### Definitions

“Active Transportation” means human-powered travel, including but not limited to walking, cycling, in-line skating, and travel with the use of mobility aids, including motorized wheelchairs and other power assisted devices moving at a comparable speed.

“City” means the Corporation of the City of St. Albert.

“City Building” means a Community Building, and/or Corporate Building, owned or leased by the City of St. Albert that has more than 500 m<sup>2</sup> of conditioned space (total area of all floors above ground that is heated or cooled for the purposes of human occupancy).

“Community Building” means a City Building whose primary purpose is to provide services for residents.

“Conditioned Space” means any space within a building, the temperature of which is controlled to limit variation in response to the exterior ambient temperature by the provision, either directly or indirectly, of heating or cooling over substantial portions of the year.

“Corporate Building” means a City Building whose primary purpose is to provide office space or other types of facilities for the operations of the Corporation.

“Corporation” means the administrative and governance entities of the City of St. Albert.

“Operations” means the day-to-day activities, processes, and management of departments, services, and programs of the City.

“Repair, Maintain, Replace Project” means capital initiatives that relate to maintaining current service levels that are required by lifecycle plans and are considered a replacement or rehabilitation of existing infrastructure, facilities, and equipment and includes replacement of HVAC equipment, lighting and or building envelop systems.

“Sustainable Buildings Policy” means City Council Policy C-P&E-12, Sustainable Buildings Policy.

“Universal Accessibility” refers to the adaptation of the physical environment to enable the equitable use, participation, and inclusion of the broadest population range by focusing on the identification, removal, and prevention of attitudinal, systemic, physical, perceptual, communication, and technology barriers.

“Utility Building” means a City Building whose primary purpose is to provide space for utility infrastructure including, but not limited to, reservoirs, lift stations, and pumphouses.

## **Responsibilities**

### **1. City Council shall:**

- a. Adhere to Sustainable Buildings Policy when considering bylaws, policies, community long-term plans, and Capital and Operational Budgets;
- b. Ensure that capital project charters and operating business cases related to the construction, renovation, and operations of City Buildings are, to the greatest degree possible or practical, aligned with the Sustainable Buildings Policy; and,
- c. Ensure the ongoing implementation of this policy by approving sufficient resources in approved Capital and Operational Budgets.

### **2. Chief Administrative Officer or delegate shall:**

- a. Ensure the City has administrative directives, procedures, and practices in line with this policy;
- b. Present to Council business cases or project charters in support of this policy;
- c. Oversee and ensure the effective implementation and continuous improvement of this policy and related administrative directives across municipal operations and projects, including adherence to policy, resource allocation, goal setting, performance monitoring, and compliance with industry standards.
- d. Manage City Building and Utility Building projects to promote the adherence to this policy;
- e. Ensure that the Sustainable Buildings Policy and related administrative directives are followed and adhered to;
- f. Work with Public Operations and Facility Managers to coordinate the implementation of this policy and related administrative directives.
- g. Provide support and necessary access to building information for the adherence of this policy and related administrative directives.

### **Service Standards/ Expectations**

- 1. City Buildings and Utility Building undergoing Repair, Maintain, Replace Projects must include measures to reduce the buildings energy use and greenhouse gas emissions.
- 2. The City shall ensure optimal operational management of existing City Buildings and Utility Buildings in order to reduce energy use and greenhouse gas emissions.
- 3. The City shall be required to use an industry recognized standard third party verified green rating certification, for all new City Buildings.
- 4. New City Buildings and Utilities Buildings shall be designed and constructed to optimize energy performance in accordance with administrative directives and limit greenhouse gas emissions.
- 5. City Buildings and Utility Buildings shall ideally be located on sites that embrace efficient, effective, and environmental land use planning.
- 6. City Buildings shall encourage the use of Active Transportation and public transit.
- 7. City Buildings and Utility Buildings shall, where possible, be designed to maximize the resourceful use of water within and outside buildings.
- 8. City Buildings and Utility Buildings shall, where possible, be constructed, renovated and operated to incorporate the utilization of local materials, environmentally sustainable and recycled resources, and limit solid waste.

9. City Building and Utility Building demolition projects shall, where possible, minimize the volume of waste directed to the landfill.
10. City Buildings and their sites shall be designed and operated to enhance environmental sustainability, resource efficiency, and climate adaptation.
11. City Buildings shall, where possible, be designed to foster Universal Accessibility, inclusivity, and community engagement.
12. City Buildings and Utility Buildings shall be designed and constructed to ensure the highest return on investment.
13. Prior to the acquisition of an existing building that the City intends to retain for its own use or for lease to others, the City shall require an energy assessment be performed and integrated into the existing pre-acquisition process.
14. City Buildings shall promote education and reflect the City's brand.

### **Cross References**

*City of St. Albert Municipal Development Plan Bylaw 20/2020*

*Council Policy C-EUS-01 Environmental Sustainability Council Policy C-P&E-02*

*Capital Project Management Council Policy C-P&E-07 Asset Management*

DATE REVIEWED	NEXT REVIEW DATE	REVISIONS
Date – Department Government/Indigenous Relations & Environment	Date – Department April 2029	Date – Resolution No. CB-25-014