



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

A G E N D A **ENVIRONMENTAL ADVISORY COMMITTEE MEETING**

June 22, 2017

7:00 p.m.

Wurtele Room, Esquimalt Municipal Hall

-
1. **CALL TO ORDER**
 2. **LATE ITEMS**
 3. **APPROVAL OF THE AGENDA**
 4. **MINUTES**
 - (1) Minutes of the Environmental Advisory Committee meeting, February 23, 2017 Pg. 1 – 2
 5. **NEW BUSINESS**
 - (1) Official Community Plan Review
 - (a) Open House Display Boards Pg. 3 – 12
 - (b) Energy, Environment and Food Policies (Draft) Pg. 13 – 14
 - (2) Strategic Priorities and Operational Strategies (2017 Update) Pg. 15 – 20
 6. **REPORTS FROM STAFF LIAISON**
 - (1) 2016 CARIP Report Pg. 21 – 38
 - (2) Oil to Heat Pump Incentive Program <http://oiltoheatpump.ca/>
 - (3) BCSEA Cool It! Climate Leadership Training
<http://www.bcsea.org/cool-it>
 - (4) Climate Projections for the Capital Region
https://www.crd.bc.ca/docs/default-source/climate-action-pdf/esc-climateprojections_.pdf?sfvrsn=bb9f39ca_8
 7. **ADJOURNMENT**



CORPORATION OF THE TOWNSHIP OF ESQUIMALT
MINUTES
ENVIRONMENTAL ADVISORY COMMITTEE

Thursday, February 23, 2017
7:00 p.m.
Council Chambers, Municipal Hall

PRESENT: Chloe Blankers, Vice Chair
Carole Witter
Susan Low
Casey Brant
Gail Willson
Councillor Lynda Hundleby (Council Liaison)
Councillor Olga Liberchuk (Council Liaison)

STAFF: Marlene Lagoa, Community Development Coordinator (Staff Liaison)
Deborah Liske, Recording Secretary

REGRETS: Patrick O'Hara, Chair
Brenda Bolton
David Shaw

1. CALL TO ORDER

Vice Chair Blankers called the meeting to order at 7:04 p.m.

2. LATE ITEMS

The following late item was added to the agenda:

- Add as **Item 5. INTRODUCTIONS** and renumber the agenda accordingly.

3. APPROVAL OF THE AGENDA

Moved by Carole Witter, seconded by Gail Willson that the agenda of the Environmental Advisory Committee meeting of February 23, 2017 be approved as amended with the inclusion of the late agenda item.

The motion **CARRIED**.

4. MINUTES

- (1) Minutes of the Environmental Advisory Committee meeting, October 27, 2016

Moved by Carole Witter, seconded by Susan Low that the minutes of the Environmental Advisory Committee meeting of October 27, 2016 be approved as presented.

The motion **CARRIED**.

5. INTRODUCTIONS

Brief introductions took place for Councillor Hundleby and Councillor Liberchuk, newly appointed Council Liaisons to the committee.

6. OLD BUSINESS

- (1) Urban Agriculture and Food Systems (OCP Review)
(a) Memorandum from Marlene Lagoa, Staff Liaison, dated November 14, 2016, Re: Urban Agriculture and Food Systems Goals, Objectives and Policies

Committee members reviewed Section 11 Urban Agriculture of the Official Community Plan and provided suggested revisions.

(b) Rainwater Harvesting / Reclamation

Carole Witter reviewed information pertaining to rainwater harvesting and reclamation. This item will be brought back to the next meeting for further discussion.

7. NEW BUSINESS

- (1) Memorandum from Marlene Lagoa, Staff Liaison, dated November 14, 2016, Re: Green Communities Climate Action Recognition Program

Ms. Lagoa, Staff Liaison noted this information was provided to the committee for information.

- (2) Good Food Summit Report from Councillor Olga Liberchuk

Councillor Liberchuk provided an overview of the summit and responded to questions from the committee.

8. REPORTS FROM STAFF LIAISON

- (1) Electric Vehicle Charging Station Update

Ms. Lagoa, Staff Liaison provided an update on the electric vehicle charging station and the recommendation going forward to Council to approve the collection of a \$1.00 per hour user fee for electric vehicle charging.

Councillor Liberchuck reported that a notice of motion was introduced to Council on February 6, 2017 for the creation of policy and bylaw to set a minimum requirement of Level 2 charging stations in high density developments. The notice of motion will be coming back to Council on February 27, 2017.

9. ADJOURNMENT

The meeting adjourned at 8:54 p.m.

Patrick O'Hara, Chair
This day of , 2017

Certified Correct:

Anja Nurvo, Corporate Officer

Welcome!

Thank you for taking the time to share your thoughts on our Official Community Plan.

An Official Community Plan is a statement of the municipality's objectives and policies to guide decisions on planning and land use management. It is important that the plan be reviewed and updated regularly to ensure it continues to reflect the values and aspirations of the community.

Since October 2015 the Township of Esquimalt has been reviewing its Official Community Plan (OCP). The review process will be completed in late 2017 with the adoption of a revised Official Community Plan.



Official Community Plan Timeline



Township of Esquimalt

Phase 1

Kick Off Survey
(October - December 2015)

Phase 2

Looking Forward Forum
(January – June 2016)

Phase 3

Analysis and Findings
(July – August 2016)

Phase 4

Policies & Guidelines – Development
(September 2016 – April 2017)

Phase 5

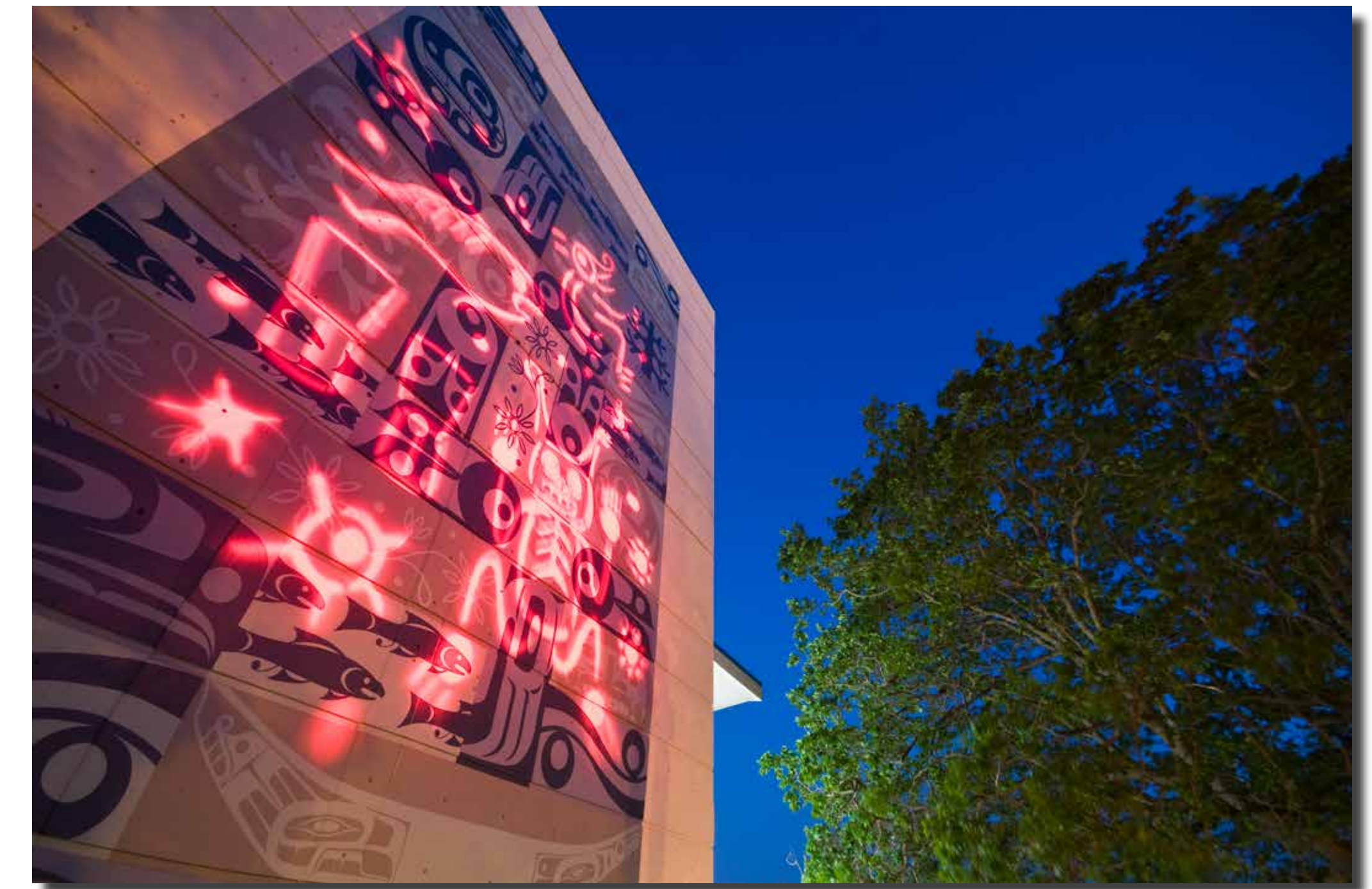
Policies & Guidelines – Consultation
(May - June 2017)

Phase 6

Draft Official Community Plan – Development
(July – August 2017)

Phase 7

Official Community Plan Bylaw – Public
Hearing & Adoption
(September – December 2017)

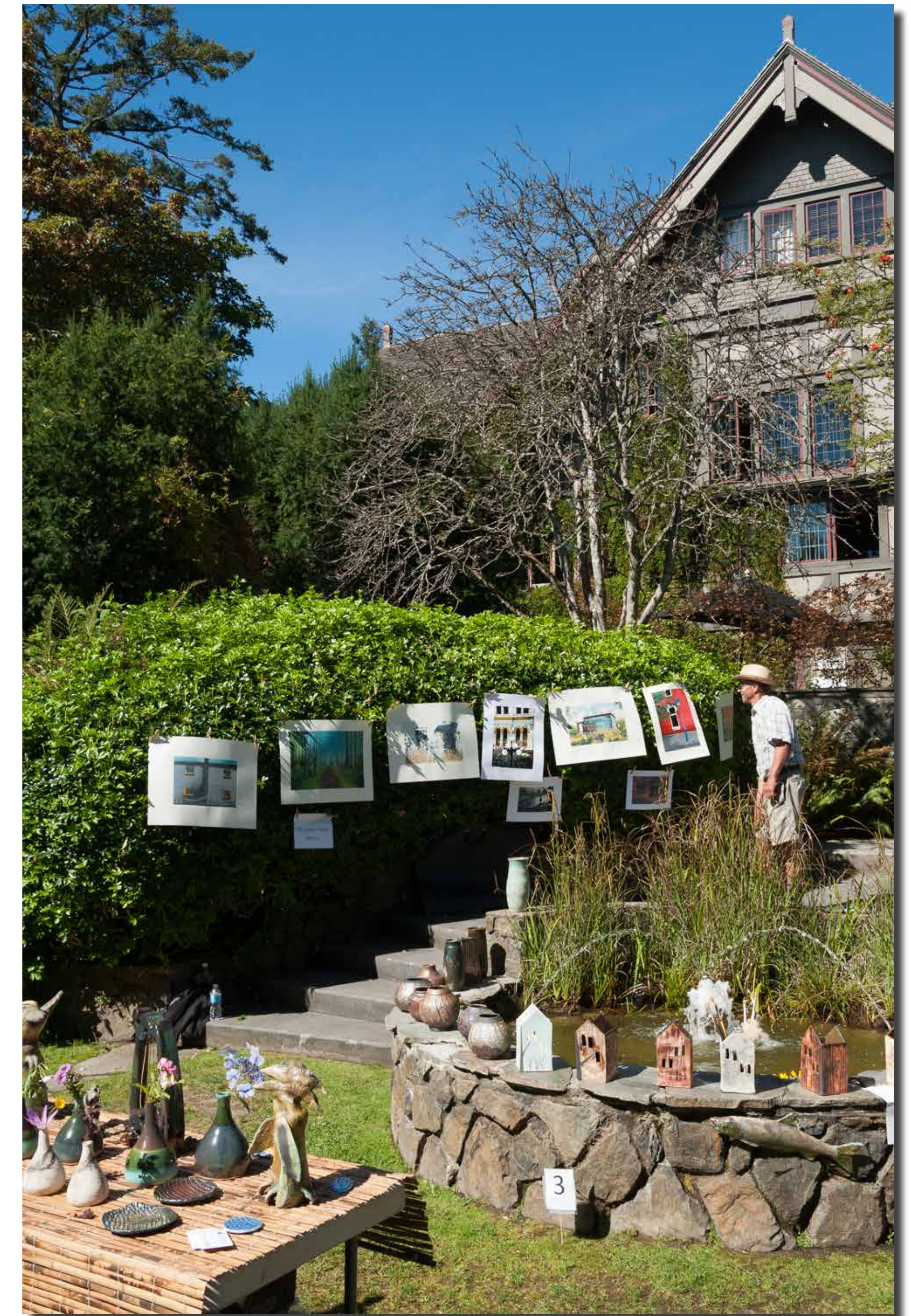


Description:

Arts, Culture & Heritage policies focus on encouragement of public art, retaining and enhancing heritage values and character, and the importance of festivals and events in the community's cultural development.

Highlights:

- Public art as a key element in enriching public spaces, civic pride and community identity
- Importance of festivals in the community's cultural development
- Maintain and enhance public view corridors, focal points, pedestrian links, view points, and landmarks at a community wide and neighbourhood level
- Identified Community Heritage Values will be used as a guiding document when considering the impact of land management decisions



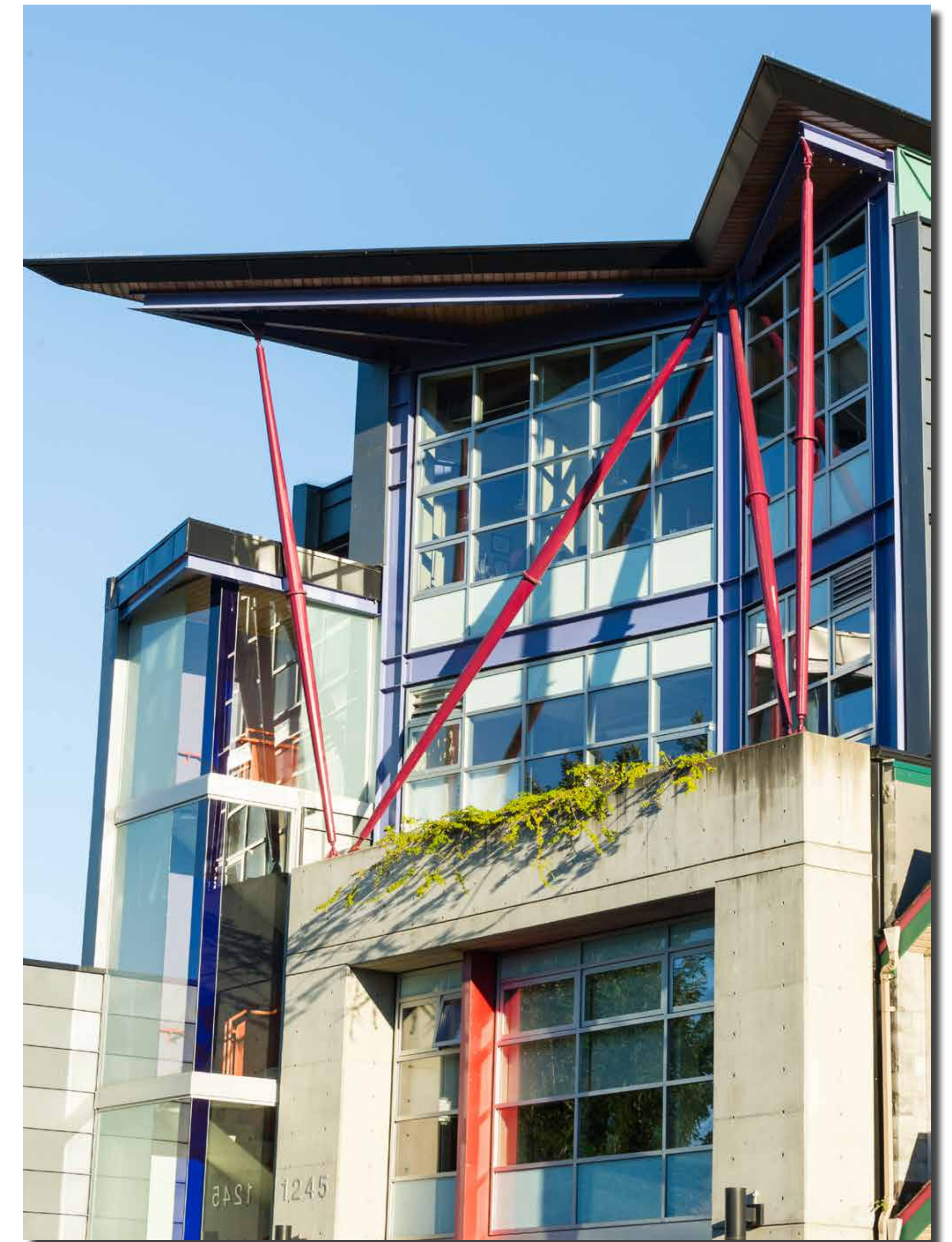
Description:

These policies focus on innovative opportunities for growing the community's economic development and tax base.

Institutional policies focus on the role of civic, childcare and school facilities in the community's social development.

Highlights:

- New multi-unit high-rise residential land use designation along the Craigflower and Tillicum Road intersection
- New commercial land use designations (and heights): Commercial/commercial mixed-use along Esquimalt Road (up to 6 or 12 storeys); and Neighbourhood commercial in all other areas (up to 6 storeys)
- Consider innovative proposals for intensifying the light industrial uses in Esquimalt's Industrial Park
- Support multiple uses on institutional lands such as daycares, emergency centres, non-profit organizations and assembly



Development Permit Areas



Township of Esquimalt

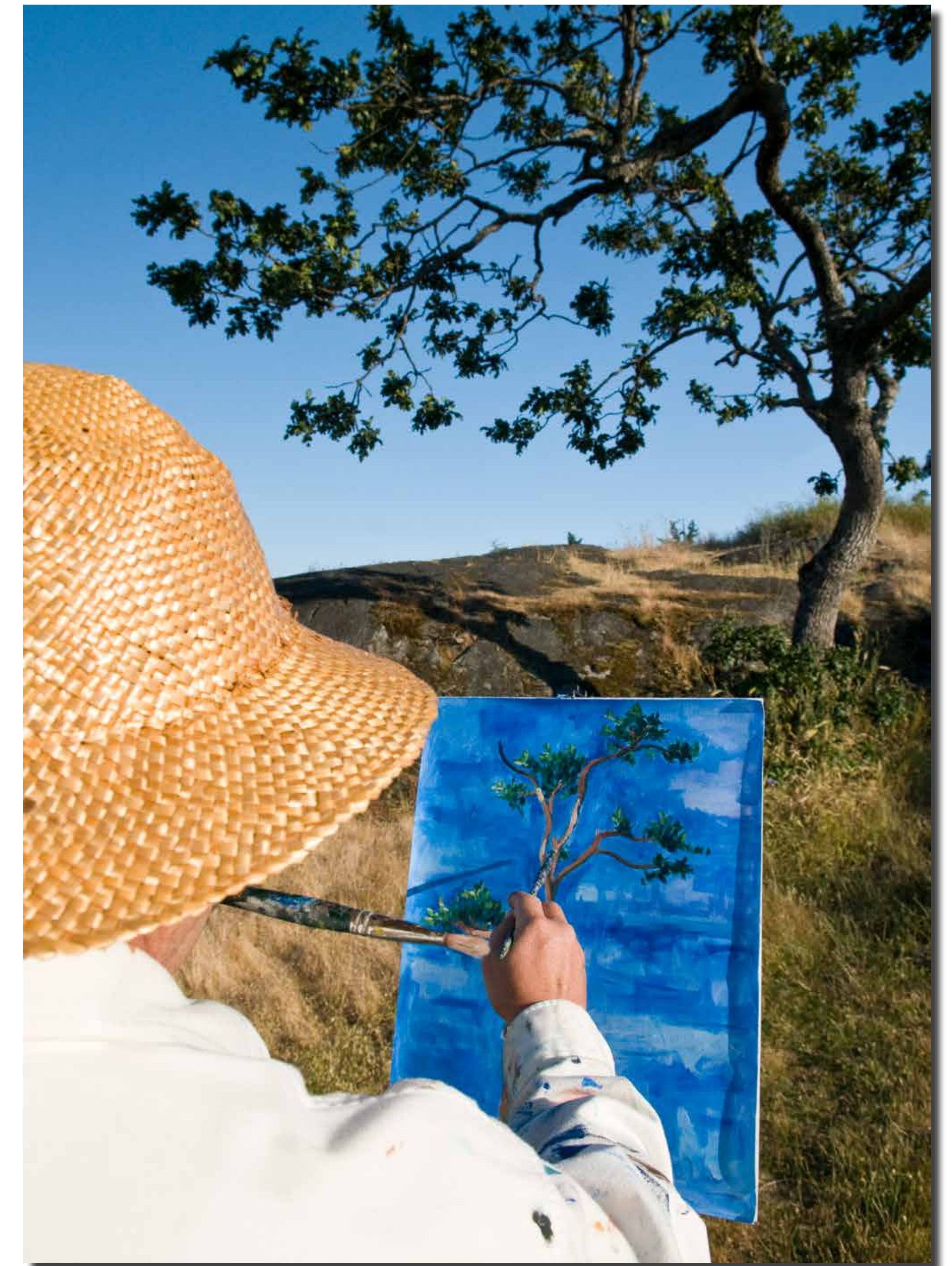
Description:

Development Permit Areas are one of the legal tools provided through the *Local Government Act* for influencing the quality and design of development. An OCP must describe the special conditions or objectives that justify the designation, and specify guidelines on how they will be addressed.

Highlights:

The updated OCP will include new development permit areas for the following:

- Protection of the Natural Environment, its ecosystems and biological diversity
- Protection from hazardous conditions
- Establishment of objectives to promote energy conservation
- Establishment of objectives to promote water conservation
- Establishment of objectives for the reduction of greenhouse gas emissions



Economic Development



Township of Esquimalt

Description:

Economic Development policies focus on business attraction and expansion, revitalization of commercial and industrial areas, and promotion of tourism opportunities.



Highlights:

- To attract a diversity of business types with a focus on the following sectors: marine, military, advanced technology, green economy, and knowledge based
- Revitalization of commercial and industrial areas, particularly along the Esquimalt Road Corridor and in West Bay
- Expansion and promotion of tourism opportunities including parks, waterways, harbours, military, sports facilities and community events



Description:

Energy and environmental policies focus on reducing the impact of development on the natural environment and the emission of greenhouse gases.

Food policies focus on supporting local food production and distribution to support community resiliency.

Highlights:

- Targets to reduce community greenhouse gas emissions by at least 38% by 2020; and 83% by 2050 compared to 2007 levels
- Demonstrate leadership by reducing corporate greenhouse gas emissions and striving towards corporate carbon neutrality
- Encourage renewable energy systems and high energy performance in new developments
- Reduce impact of motor vehicle use by increasing capacity for alternative fuelling and car sharing
- Encourage community gardens on public and private property by making it a permitted use in all zones



Description:

Housing and residential development policies focus on densification, encouraging a mix of housing types and dwelling unit sizes, and more opportunities for purpose-built rentals. Together these policies address affordability and meet the anticipated housing needs of 22,700 residents by 2038, of which 28% will be over 65 years of age.

Highlights:

- Introduce detached accessory suites (coach homes/garden suites) as rental only housing
- Expansion of secondary suites to two-unit (duplex) and small lot detached dwellings
- Increase height of multi-unit low-rise residential from 4 storeys to 6 storeys (*Map: Land Use Designation*)
- Support live-work units on residential parcels located on major roads (*Map: Road Network*)



Description:

Parks, Recreation & Trails policies focus on promoting health and wellness of residents, and preserving and enhancing the Township's parks, open spaces and public facilities.

Highlights:

- Invest in parks and recreation infrastructure: design spaces that are accessible and adaptable to different users and activities
- Establish a well-connected, identifiable, and multi-functional network of greenways
- Develop a park land acquisition strategy to ensure future community needs are met
- Develop plans and infrastructure to enhance public use of existing parkland and green spaces
- Enhance physical and visual public access to our marine waterfront



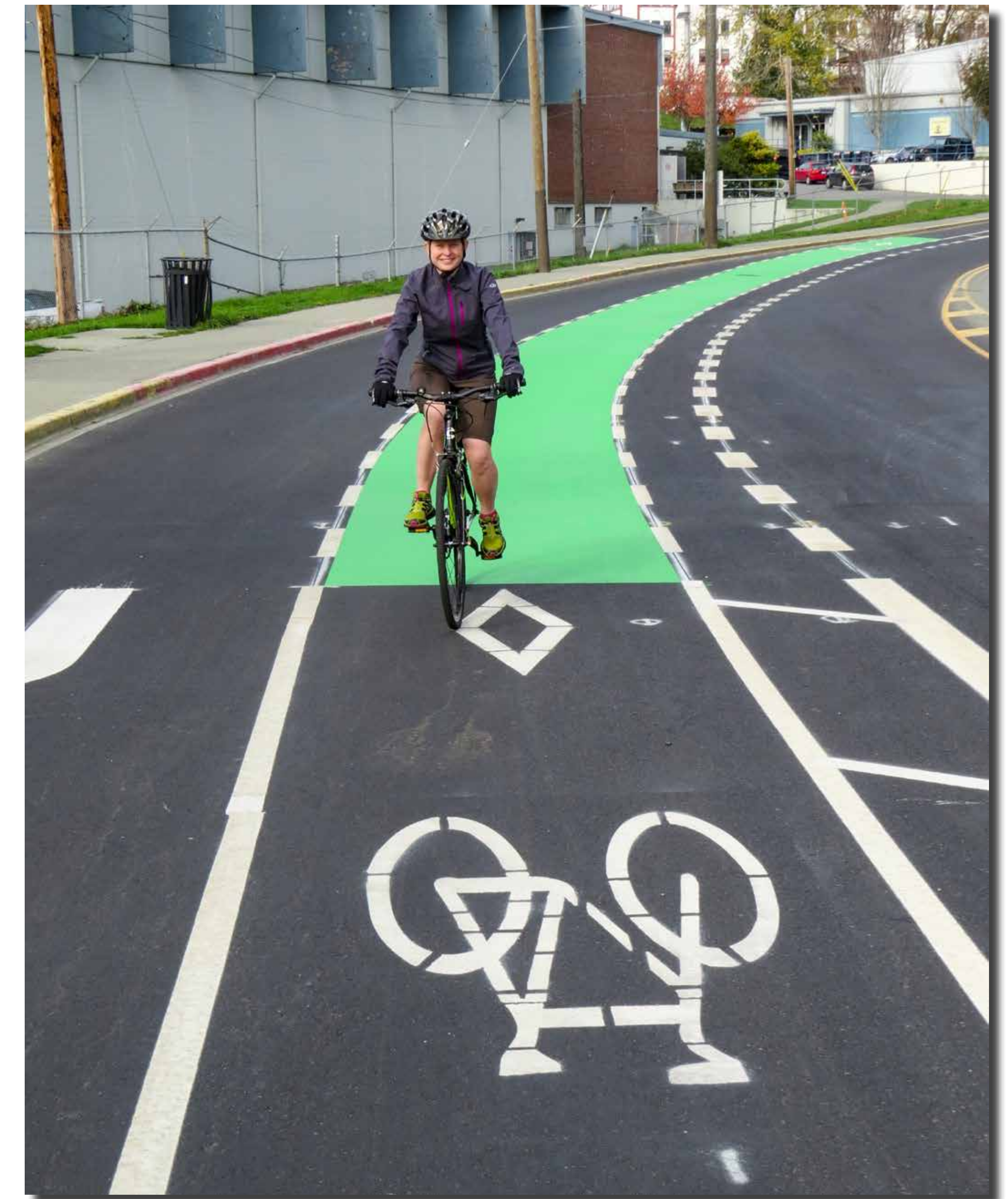
Description:

Transportation policies focus on walking, cycling, public transit, roads and railway systems that move people and goods within the Township and across the region.

Infrastructure policies focus on sanitary and storm water collection systems, streetlights, as well as traffic signals and signage.

Highlights:

- Encourage multi-modal street design and accessibility for all users
- Consider a variety of cycling end-of-trip facilities by transit stops, parks and institutions
- Improve sidewalks, street furniture, crosswalks and other street amenities to promote walking
- Supports the use of the E&N rail line for transportation of passengers and goods





Agricultural Land Reserve

- Agricultural Reserve Lands are shown on the “Land Use Designation Map”.
- Recognize that the agricultural reserve lands located within Esquimalt has undesirable soil structure, would require moderately intensive management practices for crop production, and is difficult to till requiring special management for seedbed preparation.
- Continue to support the existing golf course as a grand-fathered permitted use in agricultural land reserve lands.
- Capitalize on opportunities to develop land removed from the agricultural land reserve to provide medium to high density mixed-use development, trails to improve pedestrian connectivity, and other community amenities.

Buildings

- Adopt the Energy Step Code, a consistent provincial standard for building energy efficiency.
- Encourage the adoption of passive, efficient, and renewable energy systems in new developments and during building retrofits.
- Investigate options for encouraging developers to achieve

high energy performance in new developments through such tools as density bonusing, expedited permit approval process, rebate of development fees, revitalization tax exemption, and other incentives.

- Encourage heritage preservation and the re-use of existing buildings where possible.

Climate Change Adaptation

- Consider including climate change projections, risks, and measures for dealing with more frequent and severe weather events in Township strategies, plans and policies.
- Consider information on climate change risk and vulnerabilities when evaluating new development proposals.
- Educate developers and home owners on the future need for shading and cooling of buildings in the summer.

Community Gardens

- Allow for community gardens as a permitted use in all zones.
- Support expansion of community gardens on public, private and institutional lands.
- Encourage developers to consider the provision of garden space in

commercial developments and in particular food services.

- Encourage developments in food production gardens in all multi-unit residential developments including rooftop gardens.

Food Production

- Reduce restrictions to encourage placement of food producing plants on private property.
- Support small scale greenhouses, aquaponics, and aquaculture as an accessory use on private property.
- Continue to support public launch at Fleming Beach to the marine environment for food harvesting.
- Support the development of commissary kitchens that provide space for small scale commercial food production.
- Support urban food production and related sales as a home based business.
- Support farmers markets in appropriate park, institutional, commercial, and industrial areas.



...more

FOR MORE INFORMATION PLEASE CONTACT:
 Marlene Lagoa, Community Development Coordinator
 marlene.lagoa@esquimalt.ca
 Tel: 250-414-7114

This is one in a series of seven Official Community Plan draft policy documents for public review. To provide your input, send your comments to marlene.lagoa@esquimalt.ca by June 20, 2017. More info: esquimalt.ca/communityplan

Greenhouse Gas Emissions

- Take action to reduce community greenhouse gas emissions by at least 38% by 2020; and 83% by 2050 compared to 2007 levels.
- Protect and enhance the carbon sequestration value of natural systems by enhancing the urban forest and protecting local soil.

Motor Vehicle Alternatives

- Investigate the potential for increasing the capacity for alternative fuelling in the Township, including but not limited to electric, bio-diesel and compressed natural gas.
- Identify an appropriate site for the installation of a public Level 3 fast charging station.
- Encourage the installation of electric vehicle charging infrastructure in all new multi-unit developments.
- Pursue the installation of electric vehicle charging capacity in new developments during the rezoning process.
- Encourage the inclusion of car share in new multi-unit residential developments.
- Support the dedication of on-street parking for car share vehicles.

Municipal (Corporate)

- Continue as a signatory to the Climate Action Charter and continue to make progress towards corporate carbon neutrality.
- Report annually on corporate energy and emissions, as well as actions taken to reduce both corporate and community-wide energy consumption and greenhouse gas emissions.
- Develop plans to reduce both corporate and community-wide

energy consumption and greenhouse gas emissions.

- Encourage contractors who deliver municipal services to work towards reducing the energy use and greenhouse gas emissions associated with those operations.
- Adopt fuel-efficient and low carbon vehicles and equipment in the municipal fleet.
- Implement a corporate green buildings policy that sets an energy efficiency standard for new corporate buildings and for improving the energy efficiency of existing buildings.

Partnerships

- Seek partners in piloting innovative approaches and technologies to reduce energy consumption and greenhouse gas emissions.
- Collaborate with major employers on developing transportation demand management strategies for workers.
- Promote opportunities for green businesses and industries to setup in Esquimalt.
- Promote energy saving programs and initiatives administered by third parties.

Solid Waste

- Promote the reduction of waste production through education.
- Work with CRD for the extension of the capacity of Hartland Landfill by the identification and implementation of alternative processing technologies.
- Promote an increase in residents' usage of the recycling, kitchen scraps, and yard and garden streams through education.
- Work with the CRD for the identification and implementation of

alternative processing technology for all three streams.

- Work with the CRD to increase the number of material types that can be recycled and reused.
- Encourage new and redeveloped properties to incorporate facilities to divert solid waste collection into the following streams: kitchen scraps, recycling, and landfill.
- Encourage facilities for on-site composting in all residential developments.

Transportation Alternatives

- Prioritize walking, cycling and public transit as preferred modes of transportation in infrastructure improvements.
- Develop a multi-modal transportation plan to identify future policy and infrastructure changes to increase mode share in active transportation.
- Improve the continuity of the bike network by linking existing and future bikeways and trails.
- Increase the amount and diversity of infrastructure available to cyclists, such as public bike racks and public bike repair stations.
- Invest in public bike parking in public parks and facilities, such as parks and beach access points, to encourage cycling.
- Increase the minimum requirements, and set design guidelines, for bicycle parking facilities in all new developments for residents, employees, and visitors.
- Advocate to BC Transit for improved intra-Esquimalt bus routes and service, particularly between Craigflower Road and the Esquimalt Village.

FOR MORE INFORMATION PLEASE CONTACT:

Marlene Lagoa, Community Development Coordinator
marlene.lagoa@esquimalt.ca
Tel: 250-414-7114



www.esquimalt.ca/communityplan



Strategic Priorities 2015 - 2019



We continue to enhance the health and liveability of the community

- Support community growth and development consistent with our Official Community Plan
- Ensure multi-modal traffic strategies consider and reflect business and residential growth and development
- Build a vibrant and sustainable arts, culture and heritage community
- Parks & Recreation enhancements and strategic parkland acquisition and expansion
- Ensure heritage values are considered in land use decisions
- Support food security and initiatives for community spaces



We recognize the importance of, and will enhance relationships with our neighbours and other levels of government

- Advocate at the regional level for voice and equity in regional services
- Work with First Nations and the Esquimalt community to support economic, social and cultural opportunities
- Advocate with intergovernmental entities to promote issues affecting Esquimalt
- Continue working with government and school district stakeholders to promote positive relationships and advance issues impacting the community



We encourage a resilient and diverse economic environment

- Continue to work with development partner on Esquimalt Town Square Project
- Implement Economic Development Strategy
- Support revitalization and beautification initiatives along Esquimalt Road
- Ensure processes for business and development are clear and consistent
- Encourage and facilitate community involvement that supports non-governmental initiatives



We continue to address the operational and financial requirements of our infrastructure

- Participate in integrated waste strategies
- Identify infrastructure repair and proactively plan for replacement needs
- Identify long term financial requirements for infrastructure

HEALTHY AND LIVEABLE COMMUNITY

Support community growth and development consistent with our Official Community Plan (OCP)

- Incorporate Environmental Advisory Committee review process as part of OCP update
- Undertake public consultation of draft policies and guidelines
- Review opportunities for increased density along rail corridor (dependent upon commuter rail service being revitalized)
- Review food strategies as part of OCP update
- Conduct housing forum as part of OCP review; include consideration of policies on secondary suites
- Consider establishment of Social Planning Committee
- Clarification of multi-jurisdictional responsibility along Gorge Waterway

Ensure multi-modal traffic strategies consider and reflect business and residential growth and development

- Research and consider best practices for multi-modal traffic initiatives and strategies
- Integrate bike lanes with consideration of CRD Master Cycling Plan
- Engage with stakeholders and user groups to ensure input is considered
- Ensure input from Environmental Advisory Committee is considered for multi-modal strategies

Build a vibrant and sustainable arts, culture and heritage community

- Ensure community events support strategic objectives
- Revisit local grant funding and policies for continuous improvement opportunities
- Review public art policy in regard to murals

Parks & Recreation enhancements and strategic parkland acquisition and expansion

- Create and implement a multi-year upgrade and replacement plan for Township playground areas
- Facilitate and conduct public consultation for McLoughlin Point Amenity Reserve Funds
- Review Strategies for replenishment of Parkland Acquisition Fund
- Consider improvements to skate park at Anderson, consider art project and involvement with Esquimalt High School

HEALTHY AND LIVEABLE COMMUNITY (CONT'D)

Ensure heritage values are considered in land use decisions

Ensure heritage values are considered during OCP review and update

Training for Advisory Planning Commission members on Heritage Values

Ensure Advisory Planning Commission composition reflects accessibility, environment and heritage

Support food security and initiatives to improve community spaces

Recommended strategies for food security developed by EAC to be considered during OCP review

KEY RELATIONSHIPS

Advocate at the regional level for voice and equity in regional services

Review Capital Regional District arts service involvement and funding

Explore and identify efficiencies between local and regional initiatives

Continue to engage BC Transit to advocate for higher level of services

Work with First Nations and the Esquimalt community to support economic, social and cultural opportunities

Continue to organize regular Community to Community forums

Consult and engage with First Nations on economic development and planning initiatives

Engage with local service entities to ensure input is considered to support strategic priorities

Advocate with intergovernmental entities to promote issues affecting Esquimalt

Utilize larger organizations to advocate with other levels of government (Association of Vancouver Island and Coastal Communities/Union of BC Municipalities/Federation of Canadian Municipalities)

Work closely with CFB Esquimalt to align our community visions

Continue working with government and school district stakeholders to promote positive relationships and advance issues impacting the community

Collaborate with CFB Esquimalt, School Districts and other municipalities on efficiencies and partnerships in Parks and Recreation Services

Implement new social media channel(s)

Promote emergency preparedness through shared initiatives and training

Utilize Community Safety Working Group on issues impacting the community

Consultation with stakeholders on McLoughlin Point amenities including First Nations, CFB Esquimalt, residents associations, School Districts, PAC

RESILIENT AND DIVERSE ECONOMY

Continue to work with development partner on Esquimalt Town Square project

Implementation of remediation plan

Continue to work with Aragon and GVPL on new library space

Finalize site preparation for land transfer

Ensure regular information flow with stakeholders on major projects such as Esquimalt Town Square and McLoughlin Point Wastewater Facility

Implement Economic Development Strategy

Review and update economic development strategies and action plan including measurables

Engage consultant to develop Communications and Marketing Strategy and materials

Utilize relationship with Urban Development Institute as additional input and resource for economic development

Review relationship with South Island Prosperity Project

Participate in Urban Development Institute (UDI) functions

Leverage advertising opportunities, such as BC Economic Development Association 'Invest in BC' magazine

Facilitate Board-Council session with UDI

Support revitalization and beautification initiatives along Esquimalt Road

Promote Revitalization Tax Incentive Program

Continue development of Esquimalt Road Urban Design Guidelines

Enhanced maintenance along Esquimalt Road corridor

Ensure processes for business and development are clear and consistent

Review Township policies and bylaws to ensure efficient processes; amend and update as necessary

Consider improvement to user services on website to make more accessible

Organize Council-staff workshop to review processes including Green Development Guidelines

Encourage and facilitate community involvement that supports non-governmental initiatives

Promote and encourage a diverse range of community events

Support community groups through Township communications resources

Consider Policy for advertising/promotion on Township property & vehicles

Consider initiatives to improve or encourage private owners to participate in Bloomin' Beautiful program

WELL MANAGED AND MAINTAINED INFRASTRUCTURE

Participate in integrated waste strategies

Monitor compliance with all zoning and development agreements for McLoughlin Point WWTP

Ensure liaison committee is established and functioning

Work with Project Board to ensure assessment of existing infrastructure is developed and established

Participate in CRD led initiatives for other waste streams

Identify infrastructure repair and proactively plan for replacement needs

Implementation of Inflow and Infiltration management plan and evaluation of underground infrastructure – Year 1

Implementation of sidewalk master plan

Implementation of roadway master plan

Implementation of street lighting improvements and upgrades

Public consultation for McLoughlin Point Amenity Reserve Funds

Identify long term financial requirements for infrastructure

Complete and update infrastructure and asset inventory

Development of short and long term asset management policies and plans



Climate Action Revenue Incentive Program 2016 Public Report

May 29, 2017

Climate Action Revenue Incentive (CARIP) Public Report for 2016

Local Government:
Township of Esquimalt

Report Submitted by:
Name: Marlene Lagoa
Role: Community Development Coordinator
Email: marlene.lagoa@esquimalt.ca
Phone: 250-414-7114

Date: May 29, 2017

The Township of Esquimalt has completed the 2016 Climate Action Revenue Incentive Program (CARIP) Public Report as required by the Province of BC. The CARIP report summarizes actions taken in 2016 and proposed for 2017 to reduce corporate and community-wide energy consumption and greenhouse gas emissions (GHG) and reports on progress towards achieving carbon neutrality.

LEGEND

DS	Development Services
EPW	Engineering & Public Works
FN	Financial Services
PR	Parks & Recreation Services

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Appendix

2016 Corporate Energy & Emissions Inventory

BROAD PLANNING

Broad Planning refers to high level planning that sets the stage for GHG emissions reductions, including plans such as Official Community Plans, Integrated Community Sustainability Plans, Climate Action Plans or Community Energy Emissions Plans. Land use planning that focuses on Smart Growth principles (compact, complete, connected, centred) plays an especially important role in energy and GHG reduction.

Community-Wide Actions Taken in 2016	
DS	Approved rezoning application to allow a mid-rise, mixed-use building in West Bay.
Community-Wide Actions Proposed for 2017	
DS	Adoption of an updated Official Community Plan.

Corporate Actions Taken in 2016	
DS	Worked with fourth-year University of Victoria Law students who drafted guidelines for establishing Development Permit Areas that address climate action through water conservation, energy conservation, and GHG emissions reduction.
Corporate Actions Proposed for 2017	
DS	Update the OCP to include Development Permit Areas to address climate action through water conservation, energy conservation, and GHG emissions reduction.

Broad Planning		
What is (are) your current GHG reduction target(s)?	To reduce community greenhouse gas emissions by at least 38% by 2020; and 83% by 2050 compared to 2007 levels.	
Has your local government used the Community Energy and Emissions Inventory (CEEI) to measure progress?		<u>Yes/No</u>
What plans, policies or guidelines govern the implementation of climate mitigation in your community?		<u>Yes/No</u>
•	Community Energy and Emissions (CEE) Plan	<u>Yes/No</u>
•	Climate Action Plan	<u>Yes/No</u>
•	Integrated Community Sustainability Plan	<u>Yes/No</u>
•	Official Community Plan (OCP)	<u>Yes/No</u>
•	Regional Growth Strategy (RGS)	<u>Yes/No</u>
•	Do not have a plan	<u>Yes/No</u>
•	Other:	<u>Yes/No</u>
Does your local government have a corporate GHG reduction plan?		<u>Yes/No</u>
Does your local government have a climate reserve fund or something similar?		<u>Yes/No</u>

BUILDINGS AND LIGHTING

Low-carbon buildings use the minimum amount of energy needed to provide comfort and safety for their inhabitants and tap into renewable energy sources for heating, cooling and power. These buildings can save money, especially when calculated over the long term. This category also includes reductions realized from energy efficient street lights and lights in parks or other public spaces.

Community-Wide Actions Taken in 2016	
EPW	Installed LED streetlights along the Admirals Road Corridor.
PR	Installed 20 new LED light standards/fixtures in Esquimalt Gorge Park.
Community-Wide Actions Proposed for 2017	
EPW	A budget request will be made in 2017 to begin systematic replacement of street lights with LED streetlights.

Corporate Actions Taken in 2016	
PR	Replaced the motion sensors for washroom lighting in Esquimalt Gorge Park.
PR	Began conversion of ceiling lights from compact fluorescent to LED at the Esquimalt Recreation Centre.
PR	Installed new LED light panels in the lower office area at the Archie Browning Sports Centre.
DS	Continued with the updating of the Official Community Plan which will include the addition of greenhouse gas reduction targets, policies and actions to help mitigate the impacts of climate change.
DS	Continued with the Environmental Advisory Committee.
Corporate Actions Proposed for 2017	
DS	Develop urban design guidelines for Esquimalt Road.
PR	Continue with the conversion of ceiling lights from compact fluorescent to LED at the Esquimalt Recreation Centre.

ENERGY GENERATION

A transition to renewable or low-emission energy sources for heating, cooling and power supports large, long-term GHG emissions reductions. Renewable energy including waste heat recovery (e.g. from biogas and biomass), geo-exchange, micro hydroelectric, solar thermal and solar photovoltaic, heat pumps, tidal, wave, and wind energy can be implemented at different scales, e.g. in individual homes, or integrated across neighbourhoods through district energy or co-generation systems.

Community-Wide Actions Taken in 2016	
	Not applicable
Community-Wide Actions Proposed for 2017	
DS	Provide 20 top-up incentives at \$150 each to supplement the provincial Oil to Heat Pump Incentive Program. Together with the Capital Regional District's \$150 top-up, \$300 will cover the cost of the required pre and post energy assessment for homeowners to be eligible for the program.

Corporate Actions Taken in 2016	
	Not applicable
Corporate Actions Proposed for 2017	
	Not applicable

Energy Generation	
Is your local government developing, or constructing:	
• A district energy system	<u>Yes/No</u>
• A renewable energy system	<u>Yes/No</u>
Is your local government operating:	
• A district energy system	<u>Yes/No</u>
• A renewable energy system	<u>Yes/No</u>
Is your local government connected to a district energy system that is operated by another energy provider?	<u>Yes/No</u>
Are you aware of the Integrated Resource Recovery guidance page on the BC Climate Action Toolkit ?	<u>Yes/No</u>

GREENSPACE/ NATURAL RESOURCE PROTECTION

Greenspace/Natural Resource Protection refers to the creation of parks and greenways, boulevards, community forests, urban agriculture, riparian areas, gardens, recreation/school sites, and other green spaces, such as remediated brownfield/contaminated sites as well as the protection of wetlands, waterways and other naturally occurring features.

Community-Wide Actions Taken in 2016	
PR	Hosted 'Branch Out' events in Highrock Park, Gorge Park, and Macaulay Park with over 100 volunteers assisting in the removal of invasive plants. www.esquimalt.ca/parks-recreation/parks/branch-out-events-educational-materials
PR	Hosted the 4 th Annual Earth Day celebration in Highrock Park. The event drew 1000 students. Activities included invasive pulling of English Ivy and Himalayan Blackberry, trail building, Garry Oak planting, native plant understory planting, and 11 goats that fed on the invasive plants.
PR	Hosted the 5th annual Bloomin' Beautiful Home and Garden Contest including an award category for best environmental practices. www.esquimalt.ca/news-events/bloomin-beautiful
PR	Planted 80 new boulevard trees.
PR	Installed a new wood chip path at Saxe Point Park.
Community-Wide Actions Proposed for 2017	
	Not applicable

Corporate Actions Taken in 2016	
PR	Completed the Urban Forest Management Plan.
PR	Installed drainage systems to reduce pathway erosion at Cairn Park and Gorge Park.
EPW	Prepared and submitted a brownfield remediation strategy for the Esquimalt Town Square Project to the Ministry of Environment.
Corporate Actions Proposed for 2017	
PR	Continue with strategic parkland acquisition and expansion including reviewing strategies for replenishment of Parkland Acquisition Fund.
EPW	Carryout approved remediation plan for the old Public Works Yard site and obtain Certificates of Compliance for site and surrounding properties.

Greenspace	
Does your local government have urban forest policies, plans or programs?	<u>Yes/No</u>

SOLID WASTE

Reducing, reusing, recycling, recovering and managing the disposal of the residual solid waste minimizes environmental impacts and supports sustainable environmental management, greenhouse gas reductions, and improved air and water quality.

Community-Wide Actions Taken in 2016	
EPW	Continued with the collection of yard and garden waste at transfer station. [Tonnage removed from site in 2016 = 2268.20]
EPW	Continued with residential household organics collection program. [Tonnage of kitchen scraps collected for composting in 2016 = 526.4]
FN	Updated the Local Grant Policy to include criteria for organizations holding established events to identify and report back on the “green” actions they have taken.
FN/PR	Distributed the Green Event Planning Guide to community groups and organizations that receive financial or in-kind support from the municipality or host an event in municipal buildings or parks.
Community-Wide Actions Proposed for 2017	
	Not applicable

Corporate Actions Taken in 2016	
DS	Adoption of the Green Event Planning Guide.
DS	Environmental Advisory Committee recommended improvements to the Green Event Planning Guide and developed a Green Event Reporting Form as a tool to measure the environmental performance of events.
EPW	Continued to work with the CRD to determine a process for handling kitchen scraps, biosolids and yard/garden waste on Vancouver Island.
Corporate Actions Proposed for 2017	
EPW	Education program on various waste streams and options for disposal, continue to work with CRD to develop a co-mingled yard/garden & kitchen scraps waste stream.
DS	Update the Green Event Planning Guide and include a reporting form.

Solid Waste	
Does your local government have construction and demolition waste reduction policies, plans or programs?	<u>Yes/No</u>
Does your local government have organics reduction/diversion policies, plans or programs?	<u>Yes/No</u>

TRANSPORTATION

Transportation actions that increase transportation system efficiency, emphasize the movement of people and goods, and give priority to more efficient modes, e.g. walking, cycling, ridesharing, and public transit, can contribute to reductions in greenhouse gas emissions and more livable communities.

Community -Wide Actions Taken in 2016	
EPW	Continued with Sidewalk Continuity Plan. Obtained right of way and detailed design for sidewalk between Esquimalt Road and Old Esquimalt. Sidewalk Replacement Program – asphalt sidewalk was replaced with concrete along Head Street from Wollaston St. to Dunsmuir Rd.
EPW	Installed 3 sidewalk ramps under the capital program at Selkirk Ave./Arcadia St. and Lampson St./Bewdley Ave.
EPW	Completed trip hazard inspection survey and corrected 14 of the 28 identified No. 1 trip hazards.
EPW	Commenced the Colville/Hutchinson intersection upgrade to facilitate pedestrian movement and bus shelters.
Community-Wide Actions Proposed for 2017	
EPW	Continue with implementation of Sidewalk Continuity Plan. Construction of concrete sidewalk between Esquimalt Road and Old Esquimalt Road. Construction of new sidewalk along Wychbury Ave. from Lampson St. to Kinver St. Sidewalk Replacement Program – asphalt sidewalk along Head Street from Gore St. to Paradise St. Installation of new sidewalk ramps. Remove and replace entrance way to West Bay Walkway.
DS	Introduce a user fee of \$1/hour for Level 2 electric vehicle charging to improve availability of the station to more users and to achieve cost neutrality.

Corporate Actions Taken in 2016	
EPW	Began the development of an asset management strategy for sidewalk ramps.
EPW	Initiated the Road Corridor Program with five road segments chosen for program.
DS	Staff met with local residents who were interested in installing a Level 2 electric vehicle charging station in a multi-unit residential building.
DS	Employee driven participation in Greater Victoria Bike to Work Week.
Corporate Actions Proposed for 2017	
EPW	Continue to ensure multi-modal traffic strategies consider and reflect business and residential growth and development.
EPW	Conduct traffic count analysis.
EPW	Conduct a Lampson Street corridor cross section study to determine the corridor's ability to accept bike lanes in order to increase multi-modal orientation.
EPW	Conduct multimodal right-of-way study of Lyall Street between Grafton Road and Head Street.
EPW	Conduct a crossing study for Tillicum Road between Craigflower Road and Tillicum Bridge

Transportation	
<p>Does your local government have policies, plans or programs to support:</p> <ul style="list-style-type: none"> • Walking • Cycling • Transit Use • Electric Vehicle Use 	<p><u>Yes/No</u> <u>Yes/No</u> <u>Yes/No</u> <u>Yes/No</u></p>
<p>Does your local government have a transportation demand management (TDM) strategy (e.g. to reduce single-vehicle occupancy trips, increase travel options, provide incentives to encourage individuals to modify travel behavior)?</p>	<p><u>Yes/No</u></p>
<p>Does your local government have policies, plans or programs to support local food production (thus reducing transportation emissions)?</p>	<p><u>Yes/No</u></p>

WATER AND WASTEWATER

Managing and reducing water consumption and wastewater is an important aspect of developing a sustainable built environment that supports healthy communities, protects ecological integrity, and reduces greenhouse gas emissions.

Community-Wide Actions Taken in 2016	
EPW	Separated 24 combined manholes.
EPW	Replaced 17 catch basins. 2016 was the third year of a basin replacement program. The new catch basins meet the latest standards which improve the control of sediment to receiving water bodies.
DS	Distributed resource binders for the local schools on watershed protection to compliment the Esquimalt Neighbourhood Watersheds Maps.
DS	Displayed the Esquimalt Neighbourhood Watersheds Map at the Earth Day Celebration as well as the Esquimalt Library Branch, Esquimalt Recreation Centre and Archie Browning Sports Centre.
EPW	Participated in the development of various aspects of a sub-regional wastewater treatment system.
Community-Wide Actions Proposed for 2017	
	Not applicable

Corporate Actions Taken in 2016	
EPW	Participated in activities related to the CRD and Project Board's decision to locate a regional waste water treatment plant in Esquimalt.
EPW	Staff participated as a member of a CRD committee that is developing common design guidelines for storm water management.
Corporate Actions Proposed for 2017	
EPW	Development of the parameters of the Inflow and Infiltration Strategy.
EPW	Release a request for proposal for modeling of the sanitary collection system and interpretation of smoke testing results.
EPW	Develop bylaw for inflow and infiltration.
Water Conservation	
Does your local government have water conservation policies, plans or programs?	
	Yes/No

CLIMATE CHANGE ADAPTATION

For local governments, adaptation to a changing climate can take the form of changes in policy, management, technology and behaviour that minimize negative impacts or exploit opportunities. It can involve both “hard” and “soft” solutions, including: changes in infrastructure engineering, planning, zoning, bylaws, and public education.

Climate Change Adaptation Actions Taken in 2016	
	Not applicable
Climate Change Adaptation Actions Proposed for 2017	
EPW	Continue to identify infrastructure repair and proactively plan for replacement needs.

Resources you have used to support climate change adaptation (e.g. Plan2Adapt , Preparing for Climate Change: Implementation Guide)	
	Not applicable

In 2016 did you consider climate change impacts in any of the following areas? (check if yes)	
Risk reduction strategies	<u>Yes/No</u>
Risk and Vulnerability assessment	<u>Yes/No</u>
Asset management	<u>Yes/No</u>
Infrastructure upgrades (e.g. stormwater system upgrades)	<u>Yes/No</u>
Cross-department working groups	<u>Yes/No</u>
Emergency response planning	<u>Yes/No</u>
Land-use policy changes (eg. OCP, DPA)	<u>Yes/No</u>
Economic diversification initiatives	<u>Yes/No</u>
Ecosystem-based approaches (incl. shorelines)	<u>Yes/No</u>
Incentives (e.g. property owner reducing stormwater run-off)	<u>Yes/No</u>
Public education and awareness	<u>Yes/No</u>
Research (e.g. mapping, participation in studies)	<u>Yes/No</u>

OTHER CLIMATE ACTIONS

This section provides local governments the opportunity to report other climate actions that are not captured in the categories above.

Community-Wide Actions Taken in 2016	
DS	Developed a watershed management resource binder for teachers. The binder featured the Esquimalt Neighbourhoods Watershed Map for each of the four local schools.
PR	Installed signage around the Gorge Creek estuary as a wildlife protection measure.
Community-Wide Actions Proposed for 2017	
DS	Host the delivery of the BC Sustainable Energy Association's Cool It! Climate Leadership Training for five Grade 4 & 5 classrooms in Esquimalt.

Corporate Actions Taken in 2016	
DS	Provided input on the BC Climate Leadership Plan and Federal pan-Canadian framework for combatting climate change.
Corporate Actions Proposed for 2017	
	Not applicable

Other	
Are you familiar with the Community Lifecycle Infrastructure Costing Tool (CLIC) ?	Yes/No
Have you used CLIC?	Yes/No

CARBON NEUTRAL REPORTING

Local governments are required to report on their progress in achieving their carbon neutral goal under the Climate Action Charter. Working with B.C. local governments, the joint Provincial-UBCM Green Communities Committee (GCC) has established a common approach to determining carbon neutrality for the purposes of the Climate Action Charter, including a Carbon Neutral Framework and supporting guidance for local governments on how to become carbon neutral.

Reporting Emissions

Did you measure your local government's corporate GHG emissions in 2016?	Yes/No
If your local government measured 2016 corporate GHG emissions, please report the number of corporate GHG emissions (in tonnes of carbon dioxide equivalent) from services delivered <u>directly</u> by your local government:	1,112.6
If your local government measured 2016 corporate GHG emissions, please report the number of corporate GHG emissions (in tonnes of carbon dioxide equivalent) from <u>contracted</u> services:	0
TOTAL A: CORPORATE GHG EMISSIONS FOR 2016	1,112.6 tCO₂e

Reporting Reductions and Offsets

To be carbon neutral, a local government must balance their TOTAL corporate GHG emissions by one or a combination of the following actions:

- undertake GCC-supported Option 1 Projects
- undertake GCC-supported Option 2 Projects (community GHG emissions reduction projects that meet project eligibility requirements)
- purchase carbon offsets from a credible offset provider

If applicable, please report the 2016 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO₂e)) being claimed from Option 1 GHG Reduction Projects:

OPTION 1 PROJECTS	REDUCTIONS
Energy Efficient Retrofits	0
Solar Thermal	0
Household Organic Waste Composting	334.6
Low Emission Vehicles	0
Avoided Forest Conversion	0
TOTAL B: REDUCTIONS FROM OPTION 1 PROJECTS FOR 2016	334.6 tCO₂e

If applicable, please report the names and 2016 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO2e)) being claimed from Option 2 GHG Reduction Projects:

OPTION 2 PROJECT NAME	REDUCTIONS
Not applicable	0
TOTAL C: REDUCTIONS FROM OPTION 2 PROJECTS FOR 2016	0 tCO2e

If applicable, please report the number of offsets purchased (in tonnes of carbon dioxide equivalent (tCO2e)) from an offset provider for the 2016 reporting year:

(NOTE: DO NOT INCLUDE ANY FUNDS THAT MAY BE SET ASIDE IN A CLIMATE ACTION RESERVE FUND)

OFFSET PROVIDER NAME	OFFSETS
Not applicable	0
TOTAL D: OFFSETS PURCHASED FOR 2016	0 tCO2e

TOTAL REDUCTIONS AND OFFSETS FOR 2016 (Total B+C+D) = 334.6 tCO2e

Corporate GHG Emissions Balance for 2016

Your local government's Corporate GHG Emissions Balance is the difference between total corporate GHG emissions (direct + contracted emissions) and the GHG emissions reduced through GCC Option 1 and Option 2 projects and/or the purchase of offsets.

CORPORATE GHG EMISSIONS BALANCE FOR 2016 = (A – (B+C+D)) = 778 tCO2e

GCC CLIMATE ACTION RECOGNITION PROGRAM

Green Communities Committee (GCC) Climate Action Recognition Program

The joint Provincial-UBCM Green Communities Committee (GCC) is pleased to be continuing the Climate Action Recognition Program again this year. This multi-level program provides the GCC with an opportunity to review and publicly recognize the progress and achievements of each Climate Action Charter (Charter) signatory.

This year a new recognition level has been added – **Level 3: Accelerating Progress on Charter Commitments**–. Recognition is provided on an annual basis to local governments who demonstrate progress on their Charter commitments, according to the following:

Level 1 – Demonstrating Progress on Charter Commitments: for local governments who demonstrate progress on fulfilling one or more of their Charter commitments

Level 2 – Measuring GHG Emissions: for local governments that achieve level 1, and who have measured their Corporate GHG Emissions for the reporting year and demonstrate that they are familiar with the Community Energy and Emissions Inventory (CEEI)

Level 3 – Accelerating Progress on Charter Commitments: for those local governments who have achieved level 1 and 2 and have demonstrated undertaking significant action (corporately or community wide) to reduce GHG emissions in the reporting year (ie: through undertaking a GHG reduction project, purchasing offsets, establishing a reserve fund).

Level 4 - Achievement of Carbon Neutrality: for local governments who achieve carbon neutrality in the reporting year.

For purposes of Level 3 recognition, if applicable, please identify any new or ongoing corporate or community wide GHG reduction projects (other than an Option 1 or Option 2 project) undertaken by your local government that reflects a significant investment of time or financial resources and is intended to result in significant GHG reductions:

PROJECT NAME:
Sustainability Reserve Fund: The CARIP Grant is deposited in the Sustainability Reserve Fund to be used for funding sustainability initiatives that reduce GHG emissions and move the Township forward to achieving its Climate Action Charter goals.

Based on your local government's 2016 CARIP Climate Action/Carbon Neutral Progress Survey, please check the GCC Climate Action Recognition Program level that best applies:

<input type="checkbox"/>	Level 1 – Demonstrating Progress on Charter Commitments	
<input type="checkbox"/>	Level 2 – Measuring GHG Emissions	
<input checked="" type="checkbox"/>	Level 3 – Accelerating Progress on Charter Commitments	X
<input type="checkbox"/>	Level 4 - Achievement of Carbon Neutrality	
<input type="checkbox"/>	Not Sure	

APPENDIX: 2016 Corporate Energy & Emissions Inventory

Local Government Name:	Township of Esquimalt
Year:	2016
Contact Information:	
Name:	Marlene Lagoa
Position:	Community Development Coordinator
Telephone Number:	250-414-7114
Email address:	marlene.lagoa@esquimalt.ca

Stationary Energy GHG Emission Sources:				
Fuel	End Use	Unit of Measure	Quantity	Emissions (tCO ₂ e)
Electricity	Engineering & Public Works	kWh	180,060	1.9
Electricity	Fire	kWh	311,400	3.3
Electricity	Municipal Hall	kWh	333,583	3.6
Electricity	Parks & Recreation	kWh	3,580,431	38.2
Electricity	Infrastructure (sewer/traffic/lighting)	kWh	880,669	9.4
Electricity		kWh	0	-
Natural Gas	Engineering & Public Works	GJ	215	10.7
Natural Gas	Fire	GJ	-	-
Natural Gas	Municipal Hall	GJ	220	11.0
Natural Gas	Parks & Recreation	GJ	14,897	742.9
Natural Gas	Infrastructure (sewer/traffic/lighting)	GJ	-	-
Natural Gas		GJ	0	-
Propane	Engineering & Public Works	Litres	-	-
Propane	Fire	Litres	-	-
Propane	Municipal Hall	Litres	-	-
Propane	Parks & Recreation	Litres	55	-
Propane	Infrastructure (sewer/traffic/lighting)	Litres	-	-
Propane		Litres	0	-
Heating Oil	Engineering & Public Works	Litres	-	-
Heating Oil	Fire	Litres	-	-
Heating Oil	Municipal Hall	Litres	-	-
Heating Oil	Parks & Recreation	Litres	-	-
Heating Oil	Infrastructure (sewer/traffic/lighting)	Litres	-	-
Heating Oil		Litres	0	-

Stationary Energy GHG Emissions (all fuel types) **821.0**

Stationary Energy Refrigerant GHG Emissions **-**

Imported Steam or District Heat GHG Emissions **-**

Tier	Unit of Measure	Quantity	Emissions (tCO ₂ e)
	MWh	-	-

Imported Steam or District Heat GHG Emissions **-**

Mobile GHG Emission Sources:

Vehicle Class	Vehicle Fuel	Unit of Measure	Quantity	Emissions (tCO ₂ e)
Light Duty Vehicle	Gasoline	Litres	2,205	5.2
Light Duty Truck	Gasoline	Litres	31,580	75.1
Heavy Duty Truck	Gasoline	Litres	10,092	22.8
Off Road Vehicle	Gasoline	Litres	2,592	5.8
Light Duty Vehicle	E10	Litres	-	-
Light Duty Truck	E10	Litres	-	-
Heavy Duty Truck	E10	Litres	-	-
Off Road Vehicle	E10	Litres	-	-
Light Duty Vehicle	E15	Litres	-	-
Light Duty Truck	E15	Litres	-	-
Heavy Duty Truck	E15	Litres	-	-
Off Road Vehicle	E15	Litres	-	-
Light Duty Vehicle	Diesel	Litres	-	-
Light Duty Truck	Diesel	Litres	-	-
Heavy Duty Truck	Diesel	Litres	-	-
Off Road Vehicle	Diesel	Litres	-	-
Light Duty Vehicle	B5	Litres	-	-
Light Duty Truck	B5	Litres	110	0.3
Heavy Duty Truck	B5	Litres	46,496	116.9
Off Road Vehicle	B5	Litres	13,555	37.7
Light Duty Vehicle	B10	Litres	-	-
Light Duty Truck	B10	Litres	-	-
Heavy Duty Truck	B10	Litres	-	-
Off Road Vehicle	B10	Litres	-	-
Light Duty Vehicle	B20	Litres	-	-
Light Duty Truck	B20	Litres	-	-
Heavy Duty Truck	B20	Litres	-	-
Off Road Vehicle	B20	Litres	-	-
Light Duty Vehicle	Natural Gas	kg	-	-
Light Duty Truck	Natural Gas	kg	-	-
Heavy Duty Truck	Natural Gas	kg	-	-
Off Road Vehicle	Natural Gas	kg	-	-
Light Duty Vehicle	Propane	Litres	2,388	3.7
Light Duty Truck	Propane	Litres	4,011	6.2
Heavy Duty Truck	Propane	Litres	-	-
Off Road Vehicle	Propane	Litres	-	-

Mobile GHG Emissions (all fuel / vehicle combinations) **113,029** **273.6**

Fleet A/C Refrigerant GHG Emissions **18.0**

Total GHG Emissions (all Sources) **1,112.6**