

AGENDA

REGULAR MEETING OF THE ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY
BOWEN COMPLEX CONFERENCE ROOM
500 BOWEN ROAD (LOWER LEVEL)
WEDNESDAY, 2015-MAR-11, COMMENCING AT 4:30 P.M.

CHAIR: COUNCILLOR DIANE BRENNAN

1. **CALL THE REGULAR MEETING OF THE ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

3. **ADOPTION OF AGENDA:**

(Motion required to adopt the agenda.)

4. **ADOPTION OF MINUTES:**

Minutes of the Regular Advisory Committee on Environmental Sustainability Meeting held Wednesday, 2014-DEC-10, at 4:33 p.m., in the Service and Resource Centre Board Room. Pgs. 4-5

(Motion required to adopt minutes.)

5. **PRESENTATIONS:**

6. **CHAIR'S REPORT:**

- (a) 2015 ACES Key Date Calendar. Pg. 6
- (b) Process for Renewing Committee Membership. *(Reference documents: "ACES Mandate & Objectives", "Advisory Committees Terms of Reference".)* Pgs. 7-9
10-11

7. **STAFF REPORTS:**

- (a) **ACES 2015 Work Plan** Pgs. 12-16
R. Lawrance, Environmental Planner
-

Purpose: To obtain ACES's and Council's approval on the 2015 Work Plan.

Staff Recommendation: That the Advisory Committee on Environmental Sustainability recommend that Council approve the Committee's 2015 Work Plan.

(Motion required to adopt recommendation.)

- (b) **Review of The Woodstove Changeout and Burn It Smart Programs** Pgs.
R. Lawrance, Environmental Planner 17-19
-

Purpose: To review the regulatory options for managing smoke from wood burning appliances and report back to the Committee with recommendations.

Staff Recommendations: That the Advisory Committee on Environmental Sustainability recommend that Staff:

1. review the City of Nanaimo's Burn It Smart educational material with woodstove retailers and report back to the Committee with recommendations on improving the program;
2. work with Bylaw Services and Building Inspections and return with recommendations on developing a woodstove appliance bylaw for the City of Nanaimo; and,
3. review the existing Woodstove Change-out Program and explore opportunities to include low / no carbon energy change-outs and report back to the Committee with recommendations.

(Motion required to adopt recommendations.)

- (c) **Update on Stormwater Engineering Standards Review** Pgs.
R. Lawrance, Environmental Planner 20-21
-

Purpose: To provide an update on the staff review of Section 7 (Stormwater Infrastructure) of the City of Nanaimo's Manual Engineering Standards and Specifications.

Staff Recommendation: That the Advisory Committee on Environmental Sustainability receive for information.

(Motion required to adopt recommendation.)

NOTE: Section 7 of the Engineering Standards and Specifications Manual is available at the following link.

<http://www.nanaimo.ca/EN/main/departments/Engineering-Public-Works/4491/engineering-standards-manual.html>

- (d) **Environmental Services Report** – December 2014 – March 2015. Pgs.
22-24

8. **CORRESPONDENCE:**

- (a) E-mail dated 2015-MAR-02 from Danielle Prevost, Environment Canada, regarding an invitation to attend a Public Open House on Species at Risk Recovery Planning scheduled for 2015-MAR-25. Pg. 25

- (b) E-mail dated 2015-MAR-04 from BC Wildlife Federation Wetlands Education Program providing a link to the report made available subsequent to the “Wetland Conservation in Eastern Vancouver Island” workshop. Link: <http://bcwfbogblog.com/2015/01/30/wetland-conservation-in-eastern-vancouver-island-a-workshop-for-municipal-and-regional-stakeholders/> Pg. 26
- (c) Information received on Getting Climate Ready Webinars - Sea Level Rise & Extreme Precipitation with registration links: Pgs. 27-28
- Sea Level Rise (2015-MAR-25):
https://attendee.gotowebinar.com/register/3285547816579484161?utm_source=Getting+Climate+Ready+Webinars++&utm_campaign=Free+Webinars+in+Climate+Adaptation+&utm_medium=email
- Extreme Precipitation on the West Coast (2015-MAR-31):
https://attendee.gotowebinar.com/register/3696854225810756865?utm_source=Getting+Climate+Ready+Webinars++&utm_campaign=Free+Webinars+in+Climate+Adaptation+&utm_medium=email
9. **NOTICE OF MOTION:**
10. **OTHER BUSINESS:**
- (Motion required to review other business)*
11. **DELEGATIONS: (10 MINUTES)**
- (a) Delegation request by Joanne Sales, Broombusters Invasive Plant Society, regarding the 2015 season. Pg. 29
12. **QUESTION PERIOD: (Agenda Items Only)**
13. **ADJOURNMENT:**

MINUTES
REGULAR MEETING OF THE ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY
SERVICE AND RESOURCE CENTRE BOARD ROOM
WEDNESDAY, 2014-DEC-10, AT 4:30 P.M.

PRESENT: Councillor Diane Brennan, Chair

Members: Suzanne Andre
Emil Bock
Travis Barrington
Glenda Hunter (arrived 4:49 p.m.)
Anne Kerr
Ted Perry
Calvin Tant
Shelley Serebrin (arrived 4:35 p.m.)

Regrets: Sheri DeBoer
Wally Wells

Staff: Rob Lawrance, Environmental Planner
Kevin Brydges, Environmental Bylaw Enforcement Officer
Jackie Farrell, Recording Secretary

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 4:33 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Add Item 6 (a) i. Draft Vancouver Bird Strategy from the City of Vancouver.
- (b) Add Item 6 (a) ii. Tree Conservation and its connection to Carbon Neutrality.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. CHAIR'S REPORT:

The Chair, Councillor D. Brennan, introduced the new representative for School District #68, Emil Bock, acting Energy Manager for SD68.

5. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Advisory Committee on Environmental Sustainability Meeting held Wednesday, 2014-NOV-12 at 4:39 p.m. in the Service and Resource Centre Board Room be adopted as circulated. The motion carried unanimously.

6. STAFF REPORTS:

- (a) Review of the 2014 Work Plan
R. Lawrance, Environmental Planner
-

- i. Draft Vancouver Bird Strategy
- ii. Tree Conservation and Carbon Neutrality

It was moved and seconded that the review of the 2014 Work Plan be deferred to the next meeting of Advisory Committee on Environmental Sustainability. The motion carried unanimously.

- (b) Update on the Revision of the City Habitat Atlas
R. Lawrance, Environmental Planner
-

A short meeting was held with local Biologists, ACES members and staff reps from Environmental Services, GIS and IT regarding beginning the review of the Atlas content.

It was moved and seconded that Advisory Committee on Environmental Sustainability receive for information. The motion carried unanimously.

- (c) Environmental Services Monthly Report

7. CORRESPONDENCE:

- (a) Email regarding registration for the 12th Annual Air Quality and Health Workshop hosted by the BC Lung Association at the Harbourside Hotel in Vancouver, BC, on for 2015-MAR-25

8. ADJOURNMENT:

It was moved and seconded at 5:52 p.m. that the meeting adjourn. The motion carried unanimously.

CERTIFIED CORRECT:

D. Brennan, Chair
Advisory Committee on Environmental Sustainability

R. Lawrance, Environmental Planner
Parks, Recreation and Environment

**CITY OF NANAIMO
ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY
KEY DATE CALENDAR – 2015**

UNLESS OTHERWISE NOTED ON AGENDAS:

Meetings are held in:
Bowen Complex Conference Room
500 Bowen Road (lower level)

J A N	<i>No meeting held.</i>
F E B	<i>No meeting held.</i>
M A R	Wednesday, 2015-MAR-11, 4:30 p.m.
A P R	Wednesday, 2015-APR-08, 4:30 p.m.
M A Y	Wednesday, 2015-MAY-13, 4:30 p.m.
NOTE: FCM Annual Conference & Trade Show – June 05 – 08, 2015, Edmonton, AB	
J U N	Wednesday, 2015-JUN-10, 4:30 p.m.
J U L	Wednesday, 2015-JUL-08, 4:30 p.m.
A U G	Wednesday, 2015-AUG-12, 4:30 p.m. <i>(IF REQUIRED – AS DETERMINED BY CHAIR)</i>
S E P	Wednesday, 2015-SEP-09, 4:30 p.m.
NOTE: UBCM Annual Convention - September 21 - 25, 2015, Vancouver, BC	
O C T	Wednesday, 2015-OCT-14, 4:30 p.m.
N O V	Wednesday, 2015-NOV-10, 4:30 p.m. <i>(one day early – due to 2015-NOV-11 STAT)</i>
D E C	Wednesday, 2015-DEC-09, 4:30 p.m. <i>(IF REQUIRED – AS DETERMINED BY CHAIR)</i>

Adopted by ACES: 2015-MMM-DD

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**ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY
MANDATE & OBJECTIVES**
(adopted 2010-SEP-20)

Preamble

As the community continues to grow and change, it is most critical that decisions concerning environmental issues reflect the values, aspirations and priorities of the community while working to maintain the quality and beauty of the natural environment for future generations to enjoy.

The World Commission on Environment and Development (The Bruntland Commission) defined sustainability as "Development that meets the needs of the present, without compromising the ability of future generations to meet their own needs". In providing a broader community perspective to council on long range environmental policy and other mandated sustainability matters, the Committee will follow the Bruntland definition of sustainability, as stated in the OCP, and use the following as guidance:

"Humanity has the ability to make development sustainable- to ensure that it meets the needs of the present without compromising the ability of future generations to meet their own needs. The concept of sustainable development does imply limits—not absolute limits but limitations imposed by the present state of technology and social organization on environmental resources and by the ability of the biosphere to absorb the effects of human activity."*

* [source: The World Commission on Environment and Development [the Bruntland Commission]. *Our Common Future*. 1987. p. 8]

Mandate

The Advisory Committee on Environmental Sustainability works to ensure a healthy environment now and in the future by advising Council on environmental sustainability issues in Nanaimo.

The Committee acts as an advisory body to Council and will advise on the initiation or development of programs that create or enhance sustainable practices within our community. This will include examining the impacts of existing policies and practices regarding land use and development on our natural environment.

The Committee will provide input on policy that will be part of the Sustainability Action Plan. To this end, the Committee will collaborate with staff and advisory bodies that deal with social, land use and economic matters for the City.

Except as specifically referred by Council, the Committee will not review site-specific development proposals.

Objectives

The objectives of the Committee are:

- To make recommendations to Council on matters within the Committee mandate or as referred by City Council that reflect and articulate the community's concerns, in all their diversity; to bring to Council's attention the need for specific policies to deal with matters of importance to the community's environmental sustainability;
- to identify and prioritize key environmental sustainability policy issues for Council's attention;
- to make recommendations to Council in relation to the appropriateness of existing policies, bylaws, procedures and practices to meet environmental sustainability objectives;
- to participate in efforts to meet the City's greenhouse gas emissions reduction targets, as defined in the Official Community Plan;
- to provide advice to Council on actions which can be taken to improve the state of the City's environmental well-being and livability; and
- To advise on community-related sustainability issues at Council's request.

Meetings

In order to achieve these objectives, the Committee would meet :

- Monthly or at the call of the Chair to review and make recommendations to Council on issues within the Committee's mandate;
- In addition to the regularly scheduled meetings, members may be requested to participate with Staff and Council on specific task forces or project sub-committees.

Membership

The Committee has the mandate to advise and make recommendations to Council in setting priorities amid competing objectives respecting environmental and community sustainability. In order for the Committee to achieve this goal, its membership should reflect the diversity of opinion within the community on the issue of environmental sustainability.

This Committee membership attempts to achieve a balanced cross-section of our community and will be comprised of:

- one member of Council;
- two representatives from environmental NGOs;
- one representative from the business sector;
- one representative of local schools;
- one representative from Vancouver Island University;
- one representative from the Snuneymuxw First Nation (SFN); and
- four members, appointed from the community-at-large; including at least two with expertise and interest in energy conservation, water conservation or waste reduction.

Advisory Committee on Environmental Sustainability
Mandate & Objectives
Page 3

In addition to the regular membership of the committee, 'resource persons' from key agencies, including the Regional District of Nanaimo, Provincial Ministry of Environment (MOE), Federal Department of Fisheries and Oceans (DFO), related to the committee mandate may be called on an as-needed basis to attend meetings from time to time.

See also:

- Terms of Reference for Advisory Committees
- Council Procedures Bylaw

Revised August, 2010



ADVISORY COMMITTEES TERMS OF REFERENCE

(adopted 2010-JAN-25)

The following Terms of Reference apply to all Advisory Committees of the City of Nanaimo unless otherwise noted.

Appointment and Term

The member(s) of Council will be appointed annually by motion of Council.

Other members will be appointed for a three-year term commencing April 1st in the year following a general local government election (*does not apply to PNAC*). At-large members will be appointed by Council. Council will ratify appointments of members recommended by their specific associations.

Members of the Committee will serve without remuneration.

Chair

The Committee will elect the Chair annually at the first meeting following April 1st from amongst its members.

Meeting Procedures

All points of procedure not specifically provided for in these Terms of Reference shall be decided and determined in accordance with the current Council Procedure Bylaw.

Except where the provisions of the *Community Charter* apply, all Committee meetings shall be open to the public. Where the Committee wishes to close a meeting to the public, it may do so by adopting a resolution in accordance with the *Community Charter*.

The order of business is to be as set out in an agenda package to be provided to Committee members in advance of the meeting date. All decisions of the Committee will be reached by consensus or a majority vote of the members present.

Minutes of the meeting will be adopted by the Committee at its next regular meeting. After adoption, minutes will be circulated to Council for their information. Originals of the minutes will be signed by the Chair of the Committee and forwarded to the Legislative Services Department for safe keeping.

Reporting to Council

The Committee may report to Council on any issue within its mandate or other issues as requested by Council.

The Committee Chair will present recommendations of the Committee to Council for their consideration.

Budget

The annual budget of the responsible department will include funds for the operation of the Committee.

Staff Support

Staff support will be determined by the City Manager or his/her designate. Typical support functions include the following:

- Organizing and preparing the agenda, in conjunction with the Committee Chair;
- Distributing the agenda packages to Committee members;
- Taking and preparing draft minutes;
- Managing the files of the Committee, as necessary;
- Maintaining a list of outstanding issues for Committee action;
- In conjunction with the Chair, drafting Committee reports to Council;
- Provide professional advice on issues discussed by the Committee;
- Other duties as authorized by the City Manager or his/her designate

City of Nanaimo

REPORT TO THE

ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY

DATE OF MEETING: 2015-MAR-11

AUTHORED BY: ROB LAWRENCE, ENVIRONMENTAL PLANNER
PARKS, RECREATION AND ENVIRONMENT

RE: ACES 2015 WORK PLAN

STAFF RECOMMENDATION:

That the Advisory Committee on Environmental Sustainability recommend that Council approve the Committee's 2015 Work Plan.

PURPOSE:

To obtain ACES's and Council's approval on the 2015 Work Plan.

BACKGROUND:

The Advisory Committee on Environmental Sustainability (ACES) was created as an advisory committee to Council to examine the impacts of existing policies and practices regarding land use and development on our natural environment. The Committee makes recommendations to Council on how the City of Nanaimo can improve its stewardship of the environment for the future.

2014 Work Plan			
Project / Issue	Purpose / Definition	Outcomes	Priority
Watercourse / Riparian Health	Watercourses and riparian areas are protected within the City of Nanaimo under Development Permit, the City's Zoning Bylaw and through provincial legislation (<i>Riparian Areas Regulation</i>). To complement this protection, more can be done to improve public awareness of the importance and values of our watercourses and riparian areas.	<ul style="list-style-type: none">Review Development Permit Area 1 (Watercourses) and 2 (Environmentally Sensitive Areas). Review and revise policy and guidelines. COMPLETEDProvide advice in developing a public awareness and education program on watercourses and riparian areas in the city. ONGOINGExplore ways to work developers on environmental stewardship opportunities. ONGOING	High

Watercourse / Riparian Health, (continued)		<ul style="list-style-type: none"> Report back to committee on staff initiative to update stormwater standards. COMPLETED Contact UBCM about changes to the <i>Fisheries Act</i> and explore the need to present the issue at AVIC 2015 or UBCM. NOT COMPLETED 	High
Woodstoves / Burn it Smart Program	Local residents with older wood stoves that produce an excessive amount of residential wood smoke are negatively contributing to the local environment, air quality and can impact local residents' health. An incentive to encourage homeowners to purchase more efficient woodstoves and "change-out" older models has been supported by the Province in the past, but future provincial funding is currently under review.	<ul style="list-style-type: none"> Continue to work with the Province on funding the Woodstove Change-out Program for the fall of 2014. COMPLETED 	High
Climate Action / Sustainability Action Plan	The Community Sustainability Action Plan (CSAP) was adopted by Council in December 2012. The City's Official Community Plan (planNanaimo) has identified sustainability as its guiding principle. The goals that make up the OCP reflect the sustainable approach the community wishes to strive toward.	<ul style="list-style-type: none"> Host an Environmental Forum (Climate Action Symposium). COMPLETED Coordinate and facilitate the implementation of the Community Sustainability Action Plan as opportunities arise <ul style="list-style-type: none"> Realtor Energy Efficiency Program (REEP). COMPLETE. PROGRAM UNDERWAY Stakeholder Engagement. ONGOING 	High
Erosion and Sediment Control	Development can create increased soil erosion in the course of construction and site manipulation. Erosion is often a long-term effect of a developed site as well. Soil exposed during clearing, grading and stockpiling can be easily transported onto nearby roads and watercourses. After development, the areas ability to absorb and retain surface runoff may be greatly reduced, increasing the erosion potential both on-site and downstream.	<ul style="list-style-type: none"> Review the City's current policies, education, and training for staff and development applicants around erosion and sediment control. COMPLETED Report back to Council on any recommended changes. INCOMPLETE 	Medium

Implementation and Promotion of Environmental Programs / Policies	<p>Promote City environmental programs and policies during community events and provide an opportunity for the public to meet City staff and Committee members to discuss environmental issues.</p> <p>Programs/policies to be promoted:</p> <ul style="list-style-type: none"> • Watercourse and Riparian Area values • Invasive Plant Management • Community Sustainability Action Plan • City Green Building Policy • Pesticide Use Bylaw • ESAs and Habitat Protection • Burn it Smart Program • Water Conservation 	<ul style="list-style-type: none"> • Staff /Committee members will participate in the following events: <ul style="list-style-type: none"> - <i>Earth Hour (March)</i> - <i>Earth Day (April)</i> - <i>Invasive Plant Awareness Month (May)</i> - <i>Bike to Work Week and Clean Air Day Event (June)</i> - <i>Rivers Day (September)</i> - <i>Environment Forum (October)</i> <p>COMPLETED</p>	Medium
City Native Plant Salvage Program	<p>This program preserves native plants in the City of Nanaimo that would otherwise be lost to development or municipal work. Through voluntary partnerships with developers, the volunteer program members remove plants from development sites before construction begins.</p>	<ul style="list-style-type: none"> • Pilot Program initiated. • Staff to report back to ACES on progress in 2015. <p>COMPLETED AND ONGOING</p>	Medium
Declining Bird Population Study: Cat licensing Bylaw	<p>In response to the release of a national report (Calvert, Bishop et al. 2013. A Synthesis of Human Related Avian Mortality in Canada. <i>Avian Conservation and Ecology</i> 8(2): 11) the committee directed staff to review opportunities to control cat populations as a way to lower bird mortality rates within the City.</p>	<ul style="list-style-type: none"> • Following council direction, Bylaws Department currently tasked with completing a report to council. Input provided by ACES on research dealing with the impact to wildlife from outdoor cats, provided to Bylaws. <p>COMPLETED</p>	Medium

DISCUSSION:

2015 Work Plan			
Project / Issue	Purpose / Definition	Outcomes	Priority
Environmental Framework for Nanaimo	<ul style="list-style-type: none"> • An environmental framework would provide greater clarity on how the City's environmental policies and programs contribute toward meeting the City's OCP goal of Protecting and Enhancing the City's Natural Environment. • In addition, the framework would identify gaps in service level that could be targeted in order to build stronger environmental stewardship partnerships with the community. 	<ul style="list-style-type: none"> • Identify and assess existing Environmental policies and programs and develop a draft framework for consideration. • Ensure assessments integrates with any core review requirements. • Host a public open house / forum on the Environmental Framework to allow for public input. • Complete a concepts and options review that will inform any priority setting and actions. • Complete Environmental Framework and seek endorsement. 	High

Watercourse / Riparian Health	<ul style="list-style-type: none"> Watercourses and riparian areas are protected within the City of Nanaimo under Development Permit, the City's Zoning Bylaw and through provincial legislation (<i>Riparian Areas Regulation</i>). ACES responded to the following Council motion: "that Council request that the Planning Department review the riparian setback variation policy, in consultation with the Advisory Committee on Environmental Sustainability (ACES), the Development Process Review Committee (DPRC) and the development community, and forward any resulting recommendations for change for Council's consideration." 	<ul style="list-style-type: none"> Explore the feasibility of establishing a watercourse habitat compensation bank for Nanaimo. Provide input into a performance measure for watercourses and riparian areas in the city under the "Balanced Scorecard." 	High
Green Nanaimo Awards	Every two years, the Green Nanaimo Awards recognize the achievements and activities of members of the community to enhance, preserve and protect the environment of Nanaimo.	<ul style="list-style-type: none"> Coordinate the City's 2015 Green Nanaimo Awards. Coordinate with other committees of Council to hold an awards ceremony in the fall of 2015. 	High
Update City of Nanaimo Habitat Atlas	<p>The Habitat Atlas is a combination of map-based information and inventories on the City's watercourses and environmentally sensitive areas, as well as background information on specific features and wildlife found within the City's many aquatic and terrestrial ecosystems.</p> <p>http://enviro.nanaimo.ca/</p>	<ul style="list-style-type: none"> Provide input into review and update of City Habitat Atlas. 	High
Review Woodstoves / Burn it Smart Program	Local residents with older wood stoves that produce an excessive amount of residential wood smoke are negatively contributing to the local environment, air quality and can impact local residents' health.	<ul style="list-style-type: none"> Update the City Burn it Smart website and review how to improve information sharing with the public. Review the City's Wood Stove Rebate Program. Explore providing incentives for less carbon intense heating option. Review the regulatory options for managing smoke from wood burning appliances and report back to council with recommendations. 	Medium

In addition, the Committee recognizes that in addition to this work plan, additional topics that fall under the Committee's mandate may come up that require Council's attention or may be referred by Council for the Committee to consider.

STRATEGIC PLAN CONSIDERATIONS:

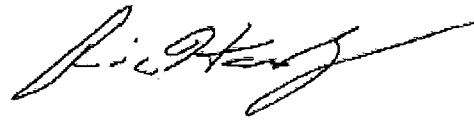
Community Building Partnerships: The ACES Work Plan builds on the ongoing commitment toward sustainability (under Environmental Responsibility) and the strategic priority of Community Building Partnerships.

Respectfully submitted,



Rob Lawrance
ENVIRONMENTAL PLANNER
PARKS, RECREATION AND ENVIRONMENT

Concurrence by:



Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

2015-MAR-06

File: A2-12 / A1-15

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City of Nanaimo

**REPORT TO THE
ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY**

DATE OF MEETING: 2015-MAR-11

AUTHORED BY: ROB LAWRENCE, ENVIRONMENTAL PLANNER
PARKS, RECREATION AND ENVIRONMENT

RE: REVIEW OF THE WOODSTOVE CHANGEOUT AND BURN IT SMART PROGRAMS

STAFF RECOMMENDATION:

That the Advisory Committee on Environmental Sustainability recommends that Staff:

1. review the City of Nanaimo's Burn It Smart educational material with woodstove retailers and report back to the Committee with recommendations on improving the program;
2. work with Bylaw Services and Building Inspections and return with recommendations on developing a woodstove appliance bylaw for the City of Nanaimo; and,
3. review the existing Woodstove Change-out Program and explore opportunities to include low / no carbon energy change-outs and report back to the Committee with recommendations.

PURPOSE:

To review the regulatory options for managing smoke from wood burning appliances and report back to Committee with recommendations.

BACKGROUND:

As part of ACES 2014 Work Plan adopted by Council, the Committee was asked to review regulatory options for managing wood burning appliances and report back to Council with recommendations for further action.

This report explores the following:

- What legal authority does the City have to regulate the use and/or maintenance of internal wood burning stoves and fireplaces?
- How are local governments applying this authority to regulate the use and/or maintenance of internal wood burning stoves?

Wood burning appliances produce particulate matter (PM) which is a health concern because of its potential "to penetrate deep into the lungs, especially those less than 2.5 microns in diameter (PM2.5)" (Beauchemin & Tam, 2005).

Due to the close proximity of wood burning and open burning to residential areas, these activities may have a major impact on health, even when local air quality effects appear minimal. Wood

smoke particles are so tiny (PM2.5) that they can affect everyone around burn sites, including within adjoining buildings.

The responsibility to protect air quality is a shared effort between local, regional, provincial, and federal jurisdictions in Canada. Local and regional governments influence air quality as a result of community planning and bylaw development with the authority granted under the *Community Charter*. Legal authority to regulate internal wood burning appliances is found in sections 8.3 and 64(c), Council has the authority to "regulate, prohibit and/or impose requirements for the emission of smoke, dust, gas, ash, soot, cinders, fumes or other effluvia that is liable to foul or contaminate the atmosphere."

In addition to the authority provided in the Charter to local governments, the Province of British Columbia has regulations controlling the sale, manufacture, and importation of wood heating appliances, which do not comply with the U.S. Environmental Protection Agency Standard or the Canadian Standards Association (CSA) standards set since November 1994.

While many local governments in B.C. have used a variety of measures, including community educational programs, some have taken a regulatory approach and amended local building bylaws to require wood burning appliances display a permanent label showing the appliance has been tested to meet both Environmental Protection Agency (EPA) and Canadian Standards Association (CSA) standards for clean burning appliances.

DISCUSSION:

Municipal Bylaw Regulation:

As of 2012, 42 local governments have specific bylaws regarding wood burning appliances with language beyond that of building bylaws or codes. Of these bylaws, the majority require newly installed appliances to be emission certified to Canadian Standards Agency (CSA) or US Environmental Protection Agency (EPA) standards. Six local governments specifically ban the installation of non-certified wood burning appliances and two ban all new wood burning appliances. Most of the recently created or updated bylaws also state new buildings or developments may not have wood burning appliances as the sole source of heating.

It is worth noting that even certified appliances can release excess emissions if they are burning inefficiently. This highlights the importance of education and awareness in order to improve local air quality. In addition, to encourage cleaner burning, most wood burning appliance bylaws include restrictions on fuels.

For example, Grand Forks has a provision for dealing with excessive smoke from wood burning appliances that incorporates education and a simplified means of enforcement. Following complaints from two or more households, the city will distribute a letter along with educational materials on the negative effects of wood smoke. Should this step prove ineffective, a fine is then issued. This technique also lessens the burden of enforcement, as it is not necessary to witness the infraction.

While there are many tools local governments can use to generate awareness of air quality issues, bylaws can be created that attempt to regulate domestic wood heating. However, enforcement remains a challenge due to issues such as the difficulty of catching individuals in the act of committing a violation, or simply the lack of staff resources necessary to enforce the bylaws.

Increased education and public outreach efforts are still key elements in helping to improve local air quality knowledge, as increased public awareness has the potential to lead to individual behavioural changes. In Nanaimo, the program has been running since the method and approach this

information is currently provided to users should be reviewed and options provided back the committee for consideration.

Burn It Smart Public Awareness Program:

Most communities dealing with health and environmental issues offer some level of education on the health and safety aspects of wood burning. The City of Nanaimo has been providing this material developed through Natural Resources Canada, under its "Burn It Smart" awareness program since 2005.

Burn It Smart information offers practical advice on wood storage, handling, and selection in order to minimize smoke when used. While the Federal program has been discontinued, much of the material is kept on the City website (www.nanaimo.ca/goto/burnitsmart), including a series of short videos and links to brochures and handouts that are available for download.

As part of a review, Burn It Smart educational material will be reviewed with online users to the City webpage and with woodstove retailers who are part of the City woodstove change-out program. Recommendations on improving how the information is provided to the public will be

Wood Burning Appliance Incentives:

Incentives, both financial and social, can play a role in motivating people to change behaviour. Both new wood burning appliances and more efficient burning practices benefit residents financially, through savings in wood and the time saved in cutting and stacking. On the other hand, the high cost of purchasing a new appliance is clearly seen as a disincentive.

When considering the current stock of wood burning appliances already in use in the City, the cost for residents to make an upgrade can prove to be a significant barrier, especially in lower income homes. The City of Nanaimo has participated in the Provincial Woodstove Change-out Program from 2009 to 2013. During that time the City processed a total of 297 rebates over the three years. Of the 297 rebates, 79% were used to purchase new woodstoves with the remaining 21% opting for other fuel sources to heat their homes.

A potential new direction for the incentive program could be to shift toward providing incentives for homeowners to give up wood burning appliances and switch to low to no carbon emitting heating systems, such as heat pump units. Both the Fraser Basin Council and City Green have approached the City to partner with them in developing a pilot program to develop an oil heating to electric heat pump conversion incentive. Adding woodstove heating appliances to such an incentive program maybe an option.

Respectfully submitted,



Rob Lawrance
ENVIRONMENTAL PLANNER
PARKS, RECREATION AND ENVIRONMENT

Concurrence by:



Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

2015-MAR-05

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City of Nanaimo

**REPORT TO THE
ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY**

DATE OF MEETING: 2015-MAR-11

AUTHORED BY: ROB LAWRENCE, ENVIRONMENTAL PLANNER
PARKS, RECREATION AND ENVIRONMENT

RE: UPDATE ON STORMWATER ENGINEERING STANDARDS REVIEW

STAFF RECOMMENDATION:

That the Advisory Committee on Environmental Sustainability receive for information.

PURPOSE:

To provide an update on the staff review of Section 7 (Stormwater Infrastructure) of the City of Nanaimo's Manual of Engineering Standards and Specifications.

BACKGROUND:

At their 2014-APR-09, the Advisory Committee on Environmental Sustainability received a presentation from Dean Mousseau, Manager of Engineering and Subdivision, on the City of Nanaimo's policies, education, and training on Erosion and Sediment Control. At that meeting, a motion was passed to direct staff to report back on Erosion and Sediment Control policies within the City of Nanaimo.

A report was presented to the committee at the 2014-JUL-09 meeting. During the review of this report, staff committed to keep the committee informed about updates to the stormwater section of the City's Engineering Standards and Specifications in regard to how stormwater policy was changing to reflect a broader integrated stormwater management approach.

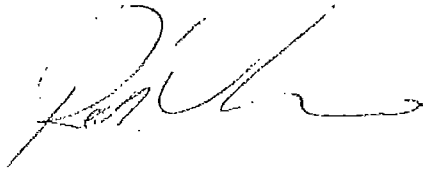
DISCUSSION:

In January 2014, as part of its regular cycle of review, the Engineering Department invited staff to participate in a review and update of Section 7 (Stormwater Infrastructure) of the Manual for Engineering Standards and Specification (MoESS). Staff from various departments, including Engineering, Planning, Public Works and Parks, Recreation & Environment participated in preliminary discussions on what changes should occur.

Draft specifications, derived from initial staff input and from examples from communities in the Lower Mainland and Capital Regional District, were prepared and distributed to key Engineering and Development Services staff for initial review. After the initial review, the comments were released to the full staff committee and specific questions were reviewed on a range of technical questions looking at the existing style and format of the MoESS and additions and deletions to the existing standards that achieve the key objectives in the Official Community Plan, which include providing flood protection and minimize impacts on the aquatic environment.

At this point, the draft specifications are being prepared for an external peer review which will take place in early 2015. Once the review is completed by the external consultant the draft specifications will then be presented to senior managers. After this review, the revisions will be presented to the Development Process Review Committee and the ACES and then onto Council for consideration. It is expected that the draft standards will be ready to be presented to the DPRC and ACES in late winter or early spring of 2015. The final Council approved changes to this section of the MoESS will be then implemented as part of the next update to the MoESS in late 2015.

Respectfully submitted,



Rob Lawrance
ENVIRONMENTAL PLANNER
PARKS, RECREATION AND ENVIRONMENT

Concurrence by:



Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

2015-MAR-05

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City of Nanaimo

REPORT TO THE

ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY

DATE OF MEETING: 2015-MAR-11

AUTHORED BY: ENVIRONMENTAL SERVICES DIVISION

RE: ENVIRONMENTAL SERVICES REPORT – DECEMBER 2014 – MARCH 2015

ENVIRONMENTAL PLANNING AND DEVELOPMENT:

- Initial meeting to discuss the review and update of the online City of Nanaimo Habitat Atlas. Text and graphics currently being prepared.
- REEP website now online (<http://www.vireb.com/reep>). Held two meetings with Realtors at the Nanaimo Golf Course and the Grand Hotel to provide an update and congratulate 45 realtors who have completed training through the REEP program. Currently completing educational videos and planning for a second round of realtor training, beginning in April 2015.
- 2015 Woodstove Change-out Program began 2015-JAN-05. To date, 20 rebates have been issued.
- Met with Parks staff to discuss re-establishing a tree donation program. Draft program plan currently under review by staff.
- Continuing with the density bonus review for green design in Schedule D of Zoning Bylaw 4500. Currently reviewing existing categories and points system.
- Working with the Buttertubs Marsh Management Plan Committee to begin an update of the Plan that includes consolidation of all conservation lands under one plan within the marsh complex area.
- Working with the Nanaimo Estuary Management Committee to complete a plan review and revised work plan for the committee.
- Helped support and attend *Wetland Conservation in Eastern Vancouver Island: A workshop for municipal and regional stakeholders*, sponsored by the BC Wildlife Federation (see correspondence).
- Arranged for an information meeting with planning staff and the energy manager for Island Health to discuss potential low carbon heating system alternatives for the existing heating boilers at the Nanaimo Regional General Hospital.

DEVELOPMENT APPLICATION REVIEW & DEVELOPMENT REFERRALS:

- Two subdivision referral meetings with staff.
- One set of referral comments sent to subdivision.
- Five development permit referrals.

PARTNERSHIPS AND CUSTOMER SERVICE:

- Completed review of draft revisions to stormwater section of Engineering Standards and Specifications. Currently under external review.
- Attended the Invasive Species Council of British Columbia Forum and AGM in Richmond, B.C.
- Conducted research for Water Services on purchasing a "Water Wagon" to provide City water and water conservation information, to residents during public events.
- Attended City Recreation Coordinator's monthly meeting and provided an update on the Invasive Plant Management City Plant Salvage Programs.
- Attended staff corporate energy management review with BC Hydro.
- Attended presentation by Doug White on the Tsihqot'in Court Decision and the significance of the Douglas Treaty.
- Attended VIU presentation on climate change information labels on gas pump nozzles. Presentation was presented by Robert Shirkley from Our Horizon (ourhorizon.org).
- Supervised three volunteer invasive plant removal events involving ivy removal from trees and removal of ground ivy from a test area in Bowen Park.
- Organized and participated in a Plant Salvage event that transplanted over 50 sword fern plants to a site in Piper's Lagoon Park.
- Arranged for space and attended Nanaimo Car Share Coop AGM.
- Participating in Bike to Work Week Planning.

ENFORCEMENT:

- 18 Bylaw enforcement calls for service.
- Goose management review and planning ongoing.
- Attended Environmental Connection Conference (Erosion and Sediment Control).
- Ongoing evidence preparation for court re 2589 Kenworth Road.
- Green Lake turnover water sampling.
- Review of City wide LiDAR information on watercourses and their setbacks.
- Brechin Boat ramp.
- Beaver dam management in Richards Marsh and Divers Brook.
- 6 Development review referrals.

VOLUNTEERS IN PARKS PROGRAM:

- Playground start up meetings were held at Janes Park and Jesters' Way Park in February 2015.
- Staff are working with the neighbors around Broadway Park to re-initiate a volunteers in parks project at this site. The group has fundraised about \$15,000 for this project.
- Staff have met with the Nanaimo Community Gardens Society on several occasions to plan for the implementation of their greenhouse at Beban Park. A VIP grant of \$25,000 was awarded to this project in 2012. The group is moving out of their site at the RDN sewage treatment plant in August 2015.
- Site finishing will continue in 2015 at the newly installed Groveland Park and Hawthorne Park playgrounds. Landscaping and installation of benches and picnic tables is still required. The neighbourhood will help to plant the new trees for Hawthorne Park.

- The Westdale/Leslie Crescent Park Neighborhood Committee is moving their project forward. Staff are facilitating their visioning and assisting in their proposal development. They are hoping to present a proposal in spring 2015.
- Invasive plant removal was carried out by the Stephenson Point and South End Neighbourhood Associations and Samaritan House, as well as at Bowen Park and Pipers Lagoon Park, in the late fall of 2014.
- More invasive plant removal work will be planned for the spring - starting with two February work parties in the Stephenson Point area.
- Restoration projects at Janes Park were completed with the further removal of blackberry and reseeding of the area.
- Information requests about the VIP park improvement process have been made by neighbors in Sherwood Forest and Protection Island.
- The proponents of the Westwood Lake Picnic Shelter have met with an interdisciplinary staff team to discuss the details of their building permit and development permit applications as well as budgeting and moving their proposal and project forward.
- Hosted an annual VIP Appreciation Luncheon to thank volunteers in the VIP program. Staff provided a short presentation on the Invasive Plant Management and Plant Salvage Programs. RCMP also provided a short presentation on park safety.

ONGOING COMMITTEE WORK:

ITEM:	RECOMMENDATION	STATUS	STAFF
Environmental Framework for Nanaimo	Endorse the concept of developing an environmental framework for Nanaimo using a partnership model and that staff return with a report on the mechanics of developing the framework.	Report pending.	Environmental Services

2015-MAR-06

File: A2-12 / A1-15

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From: Prevost,Danielle [PYP] [<mailto:Danielle.Prevost@ec.gc.ca>]

Sent: Monday, March 02, 2015 3:37 PM

Cc: Prevost,Danielle [PYP]

Subject: Invitation to attend Environment Canada's public open houses on species at risk recovery planning

Good afternoon,

I would like to invite you to an open house on species at risk recovery planning in your area (details below). I would also like to ask for your help in getting the word out to people in your community. You are welcome to use the general invitation to the open houses below.

If you would like more information or would like to discuss how you could be involved, please contact me.

I apologize to those of you I have not been able to connect with by phone or email personally before sending you this information.

Thank you for your time and support,

Danielle Prevost

Conservation Projects

Pacific and Yukon Region | Région du Pacifique et du Yukon

Environment Canada | Environnement Canada

5421 Robertson Road RR #1 | 5421 rue Robertson R.R. #1 Delta, BC, V4K 3N2

Telephone | Téléphone 778-836-9407

Invitation to Public Open Houses on Species at Risk Recovery Planning

Environment Canada has released a three year plan to develop recovery documents for federally listed species at risk. We are inviting you to learn about recovery planning activities under the Species at Risk Act for a number of species at risk in your community. We are seeking feedback related to areas highlighted in the recovery plans that are in development such as: where the species are found, the types of habitat they need, the threats to their habitat, and ways we can help the species to survive or recover. For more information, please contact: Danielle.Prevost@ec.gc.ca.

Sea-to-Sky Region Open House:

Wednesday, March 11th, 5:30-7:30 p.m., Squamish Public Library Meeting Room, Squamish

Lower Mainland Open House:

Thursday, March 12th, 6:30-8:30 p.m., Evergreen Hall (Slesse Room), Chilliwack

Vancouver Island Open House:

Wednesday, March 25th, 6:30-8:30 p.m., Oliver Wood Community Centre (Monarch Room 1), Nanaimo

From: BC Wildlife Federation Wetlands Education Program [mailto:auto-message@eventbrite.com]
Sent: Wednesday, March 04, 2015 12:06 PM
To: Rob Lawrance
Subject: Report now available for wetlands workshop

A Message from BC Wildlife Federation Wetlands Education Program:

On behalf of BC Wildlife Federation, we want to thank you for attending our workshop: "Wetland Conservation in Eastern Vancouver Island: A workshop for municipal and regional stakeholders". As promised, here is the report, which contains summaries from the presentations and breakout activities that can hopefully help continue great discussions around strengthening capacity and collaboration towards protecting, conserving, and restoring wetlands.

A link to the report is available within our blog: <http://bcwfbogblog.com/2015/01/30/wetland-conservation-in-eastern-vancouver-island-a-workshop-for-municipal-and-regional-stakeholders/>

We look forward to partnering with you in the future.

In conservation,

The Wetlands team,
Neil, Jason, Diane

Diane Kiss

Wetlands Education Program Intern, BC Wildlife Federation
101-9706 188th St., Surrey, BC, V4N 3M2
T: 604.882.9988 ext 225 | (Toll Free in BC: 1.888.881.2293 ext 225)
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wetlands@bcwf.bc.ca | www.bcwf.bc.ca | www.bcwfbogblog.com

Facebook | Twitter

"If there is magic on this planet, it is contained in water" Loren Eiseley

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New! Sea Level Rise and Extreme Precipitation Webinars

The Fraser Basin Council is pleased to offer two free educational and informative sessions to prepare you for the upcoming impacts of climate change in BC. As a Retooling for Climate Change subscriber, these webinars provide training and learning opportunities for climate change adaptation planning in your community. Register today!

New Sea Level Rise Projections in British Columbia

Wednesday, March 25, 2015
10:30 am - 11:30 am PST



This webinar will present and discuss new projections on relative sea-level rise in BC based on the latest assessment report of the Intergovernmental Panel on Climate Change.

The projections incorporate global sea-level rise from glaciers and ice sheets, warming of the oceans, groundwater extraction, and impoundment of water in reservoirs, and include local factors such as vertical land motion and dynamic oceanographic changes. The projections of relative sea-level rise give a basis for considering future extreme water levels and associated flooding events.

Presenter:

- Thomas James, Research Scientist, Geological Survey of Canada, Natural Resources Canada

Click [here](#) to register.

Extreme Precipitation on the West Coast

Tuesday, March 31, 2015
10:30 am - 12:00 pm PST



With the recent flood events in Courtenay, Delta, Surrey, White Rock and other communities this past year, communities in BC are keenly aware of the risks of flooding and damage to infrastructure during extreme precipitation events.

This webinar will discuss the results of a study that looked trends in Atmospheric River (aka Pineapple Express) events in BC, as well as potential actions to assist in reducing the damage and harm caused by these events. The study was carried out by the Pacific Climate Impacts Consortium in partnership with the BC Climate Action Secretariat.

You will also hear about the City of Chilliwack's experience in managing an extreme precipitation event in 2009 that led to significant flooding and damage to infrastructure in the Greendale area. Although the area was protected by river dikes, a heavy snowfall followed by a high-rainfall event led to flooding and landslides behind the dikes that damaged over 50 homes and washed out roads. Since 2009, Chilliwack has done engineering analysis to look at options to reduce the risk of such an event, and has begun to implement some of the recommendations coming out of that report.

Presenters:

- Thomas White, Manager, Adaptation, BC Climate Action Secretariat
- Frank Van Nynatten, Assistant Manager of Environmental Services, City of Chilliwack

Register [here](#).

You are receiving this e-mail because of your previous interest or participation in BC Regional Adaptation Collaborative (RAC) activities. The BC RAC program is coordinated by the Fraser Basin Council and the BC Ministry of Environment - Climate Action Secretariat, with funding from Natural Resources Canada and participation of many project partners.

Broombusters Invasive Plant Society has requested an appearance before ACES.

The request is made on behalf of Joanne Sales.

The requested date is Mar 11, 2015.

The requested meeting is: Advisory Committee on Environmental Sustainability

Presenter's information:

Address.

City:

Province: BC

Postal Code:

Home Phone: (250)

Email: info@broombusters.org

Bringing a presentation: Yes

Details of Presentation:

Broombusters would like to appear as a delegation before ACES.

We got a very positive response last June, showing the previous council photos of the 400 hours of volunteer Broombusting in Nanaimo in spring 2014.

We would like to request funding for chipping the broom cut in Nanaimo parks and roads this coming year. And we would like to make recommendations again about an invasive plant Bylaw in Nanaimo, such as they have had in Parksville since 2012, and other forms of support for invasive plant control.

Presenter will be Joanne Sales, with Nanaimo residents Judy Boserio and Lynn Kropinak. Any meeting date between now and early April could be fine.

Thank you!