

ATTACHMENT A

CITY OF NANAIMO

BUSINESS CASE – Manager of Sustainability

CURRENT OVERVIEW

Earlier this year Council endorsed the following recommendation from the Finance and Audit Committee:

“It was moved and seconded that the Finance and Audit Committee recommend that Council direct Staff to prepare a business case regarding the addition of an environmental position focused around coordination of the Environmental Sustainability Action Plan. The motion carried unanimously.”

The existing 2012 Community Sustainability Action Plan (CSAP) identifies strategies and actions to achieve Green House Gas (GHG) reductions in the community. The current GHG reduction targets in the plan call for a 3% reduction below 2007 levels by 2020 and a 39% reduction below 2007 by 2050. These targets were subsequently adopted and remain as policy within the OCP.

The plan proposes to address GHG reductions through strategies and actions within the following four focus areas:

- Land Use and Transportation
- Buildings
- Alternative and District Energy, and
- Solid Waste

A summary of the Plans specific strategies and actions and their current status is included as attachment 1.

At present responsibility for the management and implementation of the plan resides with the Engineering and Environment Section within the Development Services Division. In addition to the Manager, the division has three staff who work on climate action, mitigation and environmental management. (see attachment 2).

Although the responsibility for the plan lies with one section it is important to note that the implementation crosses all Divisions in the City with significant work completed in both the Parks, Recreation and Culture and Engineering and Public works Divisions as climate change and environmental management have been driving themes within City operations and policy development for a number of years. As such the newly created Environment Committee will be supported by Staff from all Divisions and provide inputs on projects and initiatives from across the organization.

The City has numerous existing and proposed projects in the areas of climate resiliency, water management, solid waste management, environmental management, and corporate and community emissions reductions. A summary of these projects is include in attachment 3.

BUSINESS ISSUE

The suggestion for additional staffing in this area is the result of the above mentioned Council motion. The need for the additional position was not identified by Staff through the course of the 2020 budget planning nor the recently completed organizational review.

In April of 2019 Council declared a Climate emergency “for the purposes of identifying and deepening our commitment to protecting our economy, our ecosystems and our community from global warming.” In addition to the declaration Council passed additional specific motions including the following:

- “- That all funds from the Regional Emissions Reduction Reserve be moved to a new reserve fund for the purposes of supporting projects, plans and initiatives that reduce the City of Nanaimo’s community wide CO2 emissions to between 50% to 58% below 2010 levels by 2030 and between 94% and 107% below 2010 levels by 2050.
- That the framework, strategies and actions and implementation of City of Nanaimo Community Sustainability Action Plan be updated to reflect the target goal, based on the information contained in the latest Intergovernmental Panel on Climate Change report limiting global warming to 1.5C.”

In response to this direction Staff have included in the draft 2020 budget funds to complete the review and update to the Community Sustainability Action Plan. The budget, if approved, will provide \$75,000 towards this review with the intent being to hire a consultant to assist with this work with oversight by the existing Environmental Planner within the Engineering and Environment Section. This project is intended to be completed in conjunction with coordinated strategic policy work (OCP, PRC Plan, and Active Transportation Plan) scheduled for 2020.

It is important to note that the GHG reduction targets endorsed by Council as part of the climate emergency declaration are significantly more aggressive than the targets in the existing CSAP/OCP. As such it is anticipated that an updated CSAP based on these revised targets will require additional or expanded strategies and actions.

EXPECTED OUTCOME

If Council were to add this position Staff would propose to create a separate Sustainability Section within the Development Approvals Department. The subject position would oversee the Division as Manager of Sustainability.

The Manager would be responsible for overseeing the City’s current climate action, mitigation and environmental protection initiatives including the update and implementation of the Community Sustainability Action Plan.

OPTIONS

Option #1 – Defer consideration of position until completion of updates Community Sustainability Action Plan.

Funding for an updated Community Sustainability Action Plan is included in the draft 2020 budget. It is anticipated that an updated plan will identify the strategies and actions required to meet the revised community GHG reduction targets as recently amended by Council. Staff are of the opinion that there are sufficient resources to oversee the consultant team that will be engaged to complete this work.

Once the revised plan is completed Staff will better be able to determine the resources necessary to implement the updated plan. As such Option #1 would be to defer the consideration of this position until the 2021-2025 Financial Plan.

Option #2 – Manager of Sustainability

Under this option the new position of Manager of Sustainability would be added to the 2020 budget and eligible to be filled upon budget approval. Under this option the Manager would be responsible for overseeing the City's current climate action, mitigation and environmental protection initiatives including the update and implementation of the Community Sustainability Action Plan.

Financial Analysis:

- The position would be a level 7 management position, with an annual salary of \$125,920 plus benefits for an estimated total of \$155,008.
- Additional annual costs are anticipated at \$14,450 for membership, professional development, travel, smart phone and computer charges.

RECOMMENDATION

Option #1 is recommended.

ATTACHMENT 1

Five Year Work Plan – Community Sustainability Action Plan (2013-2017)								
#	Tasks	Type/Nature of Action	Lead	Partners	Estimated Costs		Start (Yr.)	Current Status (Sept 2019)
					Capital (one-time \$)	Operating (annual \$)		
PLAN IMPLEMENTATION								
1	Establish community coordinating team and commence education / social marketing campaign	Outreach	CoN	VIHA, VIU, Chamber of Commerce, SD 68	–	–	1	Ongoing coordination team not established. However staff have met with Island Health, VIU and SD 68 on project specific matters (Hospital Area Plan, Energy Step Code Training, etc.) Energy efficiency and alternative transportation issued covered.
2	Create Community Energy Manager Contract Position		CoN	VIHA, VIU, Chamber of Commerce, others	–	\$80,000 for 5 years with BC Hydro offering 50% funding	4	BC Hydro Corporate Energy Manager Position was created. Creating a Community Energy Manager position was considered but not followed up at the time. The BC Hydro program is still running.
3	Conduct five year review of action plan	Outreach / review	CoN	VIHA, VIU, Chamber of Commerce, others	–	–	5	Five-year review scheduled for 2020.
LAND USE AND TRANSPORTATION –Compact, Complete Community Strategy								
4	Offer ‘Energy Efficient Development Practices’ Workshops	Outreach	RDN, CoN	Development Community	–	\$10,000 for 2 workshops	2	Currently underway since 2017. Follow-up on BC Energy Step Code Implementation Strategy working with Canadian Homebuilders Association and RDN
5	Review Development Cost Charge (DCC) structure and consider reductions	Incentive (Bylaw)	CoN	Development Community	–	unknown (incentives)	1	DCC Review completed. Rate reduction formula for meeting sustainability checklist goals was considered but not included in last round.

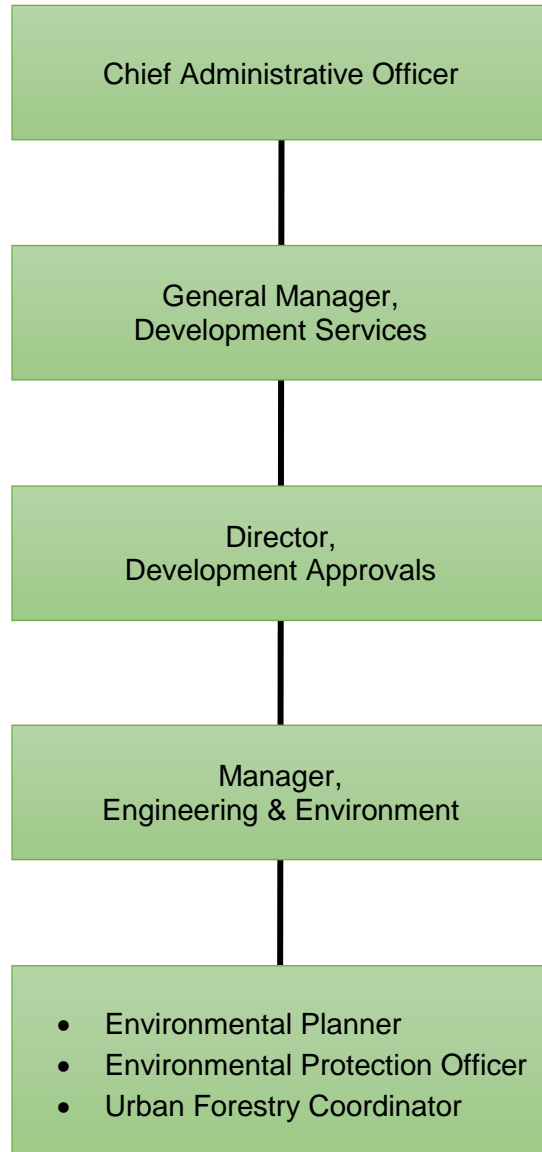
LAND USE AND TRANSPORTATION –Alternative and Active Transportation Strategy

6	Complete the Transportation Master Plan	Planning	CoN	RDN, MoT	\$150,000	–		1 – 2	Completed. Implementation ongoing. Key components currently being developed include the Mobility Hub Plan (ongoing) and an update of the Pedestrian Improvement Priorities in the TMP.
7	Provide bicycle awareness and safety education (Bike to Work Week)	Outreach	CoN	Greater Nanaimo Cycling Coalition, large Employers, Cycling shops	–	\$5,000 for materials + existing staff time		1 – 5 Currently underway	Bike to Work and Bike to School ongoing programs. Safer School Travel Program completed with 4 schools in 2018. Engineering waiting for new coordinator to continue with implementation.
8	Promote walking and cycling to students	Outreach	CoN	School District; VIU	–	Existing staff time + partners time		1 – 5	Within the TMP, Central Nanaimo Cycling Network Upgrades currently being implemented: <ul style="list-style-type: none"> • Boundary Road (Completed) • Bowen Road (Completed) • Estevan (Complete) • Harewood (80% Complete) • E&N Trail (Design and Costing Study Complete)
9	Encourage new developments to offer alternative transportation options	Outreach and incentive	CoN	Local developers and builders	–	Existing staff time		2	Sustainability Incentive at rezoning: <ul style="list-style-type: none"> • Density bonus offered if enough points reached for a range of onsite alternative transportation options (i.e. adjacent to bus stop, bike facilities available, EV charging in parking lot, etc.)
10	Identify innovative funding opportunities to support alternative mode infrastructure and programs	Policy	CoN		Community Stakeholders	Existing staff time		3	External funding applied for and received for EV charging stations.
LAND USE AND TRANSPORTATION –Low Carbon Mobility Strategy									
11	Provide plug-ins for electric vehicles (Planning currently underway)	Infrastructure	CoN, Fraser Basin Council, Province RDN	Local Commercial property owners	Funding available for ¼ of cost (up to \$4000 per plug-in)	Existing staff time		1 – 2 Underway	In 2012, received Provincial funding under the Community Charging Infrastructure Program to install 12 Level 2 charge stations on City and private commercial properties around the City.

									In 2019, the City participated with the RDN in applying for funding from the provincial Clean BC Grant for an addition 4 level-2 charge stations to be setup on City property.
12	Provide priority parking and/or parking fee reductions for low emission vehicles	Incentive	CoN	Engineering; BIAs; Retailers	–	\$5,000 for outreach + existing staff time	2		Priority EV parking lots setup in conference centre and other City facilities, downtown bike racks placed in high profile locations.
13	Develop a Nanaimo Green Fleet Challenge	Outreach	CoN, RDN	Fraser Basin Council; Large employers	–	\$5,000 for materials/event s + existing staff time	4		City in process of joining the E3 fleet challenge (2019)
BUILDINGS – Energy Efficient Existing Building Strategy									
14	Package and promote information on existing programs that support energy efficiency improvements in residential and commercial buildings	Outreach	CoN, RDN	Local Developers, Real Estate Agents	–	\$5,000 for materials + existing staff time	1 - 2		Realtor Energy Efficiency Program (REEP) Program ran from 2014 to 2017. REEP training manual and webpage currently on VIREB website.
15	Provide training for Building Inspections staff	Outreach	CoN	City Green Solutions	–	\$7,500 for training	4		Training provided to Building Inspections staff as part of BC Building Code updates.
16	Provide rebates for home energy audits and retrofits	Incentive	BC Hydro, Fortis BC	CoN	–	Funding for audits provided by BC Hydro, Fortis BC	3		BC Hydro and Fortis energy efficiency rebate programs promoted on City website. In 2018, City setup and home energy assessment rebate program, as part of its BC Energy Step Code Implementation Strategy. Currently all rebates available on BetterhomesBC website
BUILDINGS–Energy Efficient New Building Strategy									
17	Work with community and regional partners to promote energy efficient new development	Outreach	CoN , Canadian Homebuilders Association	RDN, ; Local developers	–	\$10,000 for outreach + existing staff time	4-5		Currently underway since 2017. Follow-up on BC Energy Step Code Implementation Strategy working with Canadian Homebuilders Association and RDN
BUILDINGS–Solid Waste Strategy									
18	Continue to conduct outreach on Zero Waste	Outreach	RDN	CoN, Community Partners	–	\$15,000 for outreach materials	1 - 5		Ongoing. Coordinated between the RDN and Public Works.

ATTACHMENT 2

ENGINEERING & ENVIRONMENT Environment Section Org Chart



ATTACHMENT 3

Climate Action Initiatives

Resiliency

- Climate Resiliency Strategy (2019/2020)
- Corporate Climate Change Plan
- Update Community Sustainability Action Plan (2020)
- Community Wildfire Protection Plan
- Emergency Response and Recovery Plan
- Hazard, Risk, and Vulnerability Analysis
- Plan Nanaimo Sea Level Rise Study
- Manual of Engineering Standards & Specifications
- Development Permit Areas (DPAs) for natural hazards, erosion control measures
- Asset Management Plan
- Complete Street Design Guidelines
- Affordable Housing Strategy & Age-Friendly City Plan (promote community resilience by supporting vulnerable populations)

Water Management

- Natural Asset Inventory/Strategy (2019 Buttertubs marsh pilot)
- Water Supply Strategic Plan
- Water Conservation Strategy
- Comprehensive Soils Bylaw (2020)

Solid Waste Management

- Waste Composition Study

Environmental Management

- Urban Forest Management Strategy (2020 update business case)
- Tree Management & Protection Bylaw (2020 update)
- Draft Stand Management Plan Beban Park
- Jingle Pot Marsh restoration to reintroduce the endangered Vancouver Island beggartick species (2018)
- Watercourse Restoration and Enhancement Program (2020 business case – Millstone Estuary, East Wellington Park, integrated stormwater detention feasibility study)
- Watercourse Restoration Departure Creek to enhance salmon habitat and the riparian area along the Chase River near Harewood Centennial Park (2018)
- Partners in Parks: Environmental Stewardship Program
- Buttertubs Marsh Conservation Area (partnership)
- Nanaimo Estuary Management Committee (partnership)
- Nanaimo River Watershed Roundtable (partnership)

Corporate Emissions Reduction

- Green Fleet Strategy (2020 proposed)
- Converting streetlights to LEDs.
- Facility upgrades (eg. replacing a boiler in Beban Park pool with two high-efficiency condensing boilers in 2018).
- Renewable energy generation (eg. generating 802 megawatt hours of energy at the Reservoir #1 facility in 2018).

Community Emissions Reduction

- Encouraging GHG reduction through events such as the Car Trunk Sale and Reuse Rendezvous promoted the reusing of household items.
- Encouraging alternative forms of transportation by expanding the active transportation network (2018/2019 sidewalks on Dufferin Crescent, Jingle Pot Road and Northfield Road, multi-use trails on Georgia Avenue and Cypress Street and bike lanes on Northfield Road).
- Promoting alternative modes of transportation with community events such as Bike to Work and Go by Bike weeks.
- Electric Vehicle Charging Station Funding Request
- Encouraging residents to make their homes more efficient through rebate programs to replace their old appliances, wood stove and toilets.
- Encouraging residents to help grow the City's urban forest through the increasingly popular tree voucher program.
- Encouraging low-carbon buildings through development industry education and awareness (eg. Step Code Education and Engagement and Realtor Energy Efficiency Program).
- Step Code Implementation Strategy (2019 - Building Bylaw update, Zoning Bylaw density bonusing update, Council rezoning policy).