



City of Port Moody

Report/Recommendation to Council

Date: December 2, 2020
Submitted by: Community Development Department – Policy Planning Division
Subject: Phase One Climate Action Implementation Strategy

Purpose

To present an implementation strategy for phase one of implementing the 2020 Climate Action Plan.

Recommended Resolution(s)

THAT the Phase One Climate Action Implementation Strategy be endorsed as recommended in the report dated December 2, 2020 from the Community Development Department – Policy Planning Division regarding Phase One Climate Action Implementation Strategy;

AND THAT action items and positions identified in the Phase One Climate Action Implementation Strategy without approved funding be referred to a future Finance Committee meeting for consideration of possible funding sources and phasing.

Executive Summary

Beginning in 2018 and completing in the summer of 2020, Port Moody developed its first Climate Action Plan (CAP). The CAP is an integrated community-wide plan that provides direction and a set of actions that will put the community on track to becoming carbon neutral, along with preparing for future climate impacts. In July of 2020, Council adopted the Climate Action Plan and directed staff to report back with an implementation plan for the first phase of actions. The purpose of this report is to present a strategy for the first two years of implementing the Climate Action Plan. This report outlines the following:

- phase one implementation highlights;
- overview of implementation phases;
- annual reporting and tracking progress;
- partners for climate protection (PCP) submission; and
- complementary climate action initiatives.

Background

At the July 21, 2020 Special Council meeting, Council passed the following motion:

CW20/065

THAT Council adopt the Climate Action Plan as recommended in the report dated June 22, 2020 from the Planning and Development Department – Policy Planning Division regarding Climate Action Plan;

AND THAT staff be directed to report back with a Two-Year Funding and Implementation Strategy for priority actions.

Discussion

Phase One Implementation Highlights

In order for Port Moody to achieve the Climate Action Plan vision, action needs to start now. The phase one actions will take the first step to achieving the Plan's vision by tackling deep greenhouse gas (GHG) reductions and setting the stage to prepare for future climate change impacts. Staff are confident that based on the information and technology available today, the draft Phase One Implementation Strategy will enable and set the stage for Port Moody to achieve the Climate Action Plan vision.

Throughout the summer and fall of 2020, the staff climate action working group met several times to review information and call attention to a list of key actions from the Climate Action Plan for the first two years of implementation. Twenty-three phase one actions have been identified and represent an appropriate mix of quick wins, best bets, and major projects that will provide the greatest potential to achieve targets and goals in the Climate Action Plan given the commitment timelines. Four positions have been identified as being needed in order to support implementation in phase one. **Attachment 1** contains detailed information on the phase one actions, their classifications, new position requests, and the process undertaken to identify them. Staff have worked to ensure that initiating these actions is realistic and aligns with the urgency around bold climate action and other priorities, as expressed through the criteria below.

Phase One Climate Action Criteria

- The urgency to be initiated in order to realize benefits and meet targets, goals and commitments in the Climate Action Plan, Climate Emergency Declaration and other City strategic plans;
- The potential to result in a high level of impact on reducing greenhouse gas (GHG) emissions and increasing climate resilience;
- The opportunity to access internal and external resources and funding to carry out the action(s); and
- The ability to integrate well with existing departmental work plans, priorities, and alignment with Council and community goals captured in the Climate Action Plan.

Highlights of the phase one implementation strategy include:

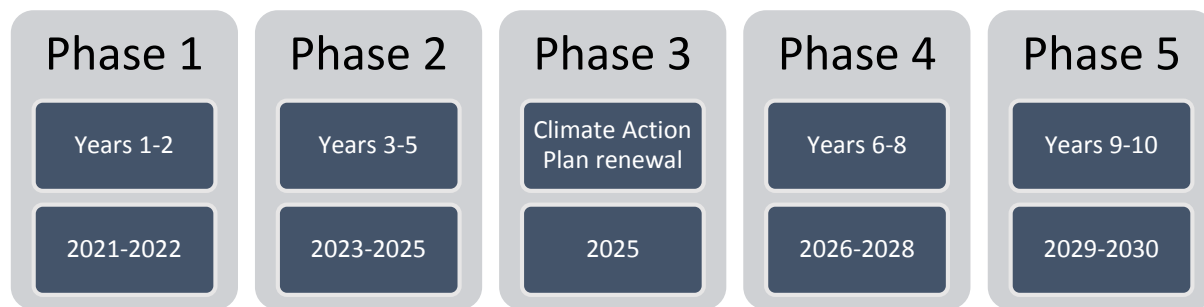
- 42% (23 out of 54) of the Climate Action Plan's actions will be initiated within the first two years of implementation, with actions initiated in each Focus Area;
- 48% (11 out of 23) of the phase one actions will require additional funding;
- 52% (12 out of 23) of the phase one actions are already funded or do not require additional funding at this time;
- 30% (6 out of 20) of the 2021 initiated phase one actions have been incorporated in the 2021 municipal budget;
- 10% (2 out of 20) of the 2021 initiated phase one actions will come forward as separate funding requests outside of the municipal budgeting process;
- 23,100 hours of lead staff time are anticipated to undertake the phase one actions;
- four new staff will be required to implement phase one actions and support ongoing climate action:
 - two seasonal staff under the Environment and Parks division;
 - one temporary full time staff under the Infrastructure Engineering Services division; and
 - one temporary full time staff under the Policy Planning division; and
- 60% (14 out of 23) of the phase one actions are already under way.

At the November 30, 2020 Climate Action Committee meeting, staff presented details of the Phase One Climate Action Implementation Strategy to committee members. Members suggested that implementation should: aim to answer difficult questions such as incentives and funding; include specific actions that result in GHG reductions; consider breaking down GHG goals by action; and aim for a specific reduction target for each action. Members also noted that communications around implementation should be framed by foundational enabling measures, such as key actions that the City is doing. Staff will continue to work with the Committee to incorporate feedback into the actions as they are implemented. The Climate Action Committee will continue to play an important role in implementation of the Climate Action Plan, as outlined in **Attachment 1**.

There is a need to equally move forward with adapting to the quickly changing climate at the same time as swiftly and effectively cutting emissions. To do this, staff have and will continue to work with the Simon Fraser University (SFU) Adaptation to Climate Change Team (ACT) to use a low carbon resilience lens and ensure that Port Moody identifies where these opportunities overlap.

Overview of Implementation Phases

Implementation of the Climate Action Plan will be completed through a phased approach determined by time horizons of approximately two or three years. Actions brought forward in each phase will be initiated during the phase time period, however, completion of the actions may extend into future years. The phases of implementation are as follows:



Phase one actions include those that have a major impact on reducing greenhouse gas emissions, contribute to enhancing community climate resilience, integrate well with City and community priorities, and provide other co-benefits such as job creation and better air quality. The phase one actions address sectors with the most GHG emissions output, such as transportation and buildings, and areas where the vulnerabilities to climate impacts are highest, such as health concerns from extreme weather and infrastructure impacted by current and future climate scenarios. Prior to each phase, staff will bring forward an implementation strategy detailing similar information as presented in **Attachment 1**.

Annual Reporting and Tracking Climate Action Progress

Each spring, staff will revisit the scope and status of their responsible actions to determine next steps in order to complete the action(s). This timing provides an opportunity to integrate action needs in the municipal budgeting process and allows sufficient time to plan for the upcoming year. Staff will provide an annual update to Council on implementation of the Climate Action Plan that will include a review of the year coming to a close and any new information and expectations for the upcoming year. Approaching the final year of phase one (2022), staff will begin the process to identify actions to be initiated in phase two, and bring forward a draft implementation strategy for phase two of implementation.

Monitoring of implementation is crucial in determining the success of actions and measuring progress towards meeting commitments in the Climate Action Plan. Tracking progress will be carried out by the staff climate action working group using Envisio project management software. Pending Council endorsement of the draft Phase One Implementation Strategy, lead staff will begin providing monthly updates on their respective actions to Policy Planning staff. Key performance indicators will be integrated with Envisio for tracking phase one action implementation success and compared against targets and inventories of climate data. Further details on the tracking process is included in **Attachment 1**. Information captured through Envisio will be communicated to Council and the community during annual updates on climate action implementation.

Partners for Climate Protection (PCP) Milestone Submission

The Partners for Climate Protection [milestone framework](https://fcm.ca/en/programs/partners-climate-protection)¹ is managed and delivered by the Federation of Canadian Municipalities (FCM) and the International Council for Local Environmental Initiatives (ICLEI). The five-step framework helps municipalities reduce GHG emissions over the next 10 years and achieve community priorities such as improved health and air quality. Municipalities are recognized for demonstrating progression through the milestones.

¹ Partners for Climate Protection Milestone Framework: <https://fcm.ca/en/programs/partners-climate-protection>

Staff have prepared and submitted documentation to comply with Milestones 1 through 4 of the Partners for Climate Protection (PCP) that guides communities when taking action against climate change by reducing community emissions. Council will be notified when a response from the PCP review panel is received regarding the results of the submission.

Complementary Climate Action Initiatives

Policy Planning staff are working collaboratively to align and embed significant elements of the Climate Action Plan into the Official Community Plan (OCP) review process under way. This includes integrating the climate action vision in specific chapters of the OCP, using the low carbon resilience framework, and updating the GHG emissions reductions targets in compliance with [Bill 27 – Local Government \(Green Communities\) Statutes Amendment Act, 2008](#)².

It is crucial that the climate actions are executed in the most equitable way possible. Implementation of the Climate Action Plan has included equity as a primary guiding principle and embedded equity considerations where possible. Meaningfully integrating equity considerations into the City's work will take time to allow staff to examine and change internal practices, build new relationships with impacted and systemically excluded communities, and co-create solutions where synergies exist between climate action and equity values.

Additionally, staff have and will continue to explore ways of aligning goals between climate action and equity amid the COVID-19 recovery response. For example, Port Moody staff participated in a workshop series hosted by Simon Fraser University (SFU) Adaptation to Climate Change Team (ACT) entitled "[Climate Change, Equity, and COVID-19: Considerations in a Changing World](#)"³ (**Attachment 2**). This workshop facilitated dialogue about the changes experienced in local government, shared learnings, and identified strategic opportunities for actions that are aligned with climate action, equity, and COVID-19 recovery. Staff will apply these learnings throughout implementation of the Climate Action Plan.

To achieve the timelines committed to in the climate emergency declaration and in the Climate Action Plan, taking action will need to begin as soon as possible in order to avoid significant effort and cost in future years. The sooner actions are under way, the better prepared our community will be for responding to climate change.

Other Option(s)

THAT staff be directed to undertake a process to identify phase one climate actions from the Climate Action Plan based on alternative criteria.

² Bill 27: <https://www.bclaws.ca/civix/document/id/lc/billsprevious/4th38th:gov27-1>

³ SFU ACT Workshop Series Summary Report: <https://act-adapt.org/wp-content/uploads/2020/10/LearningTogetherWeb.pdf>

Financial Implications

The staff climate action working group have estimated the financial impacts and staff resources required to implement the 23 phase one actions. The draft Phase One Climate Action Implementation Strategy is anticipated to result in financial implications of \$4,219,400 over a two-year period from 2021 to 2022. 95% of costs are allocated from capital budgets with the remaining 5% from operational budgets. The cost allocated from the operating budget is to support the new Policy Planning position to carry out climate action work that can no longer be supported on just one work plan.

Staff are actively pursuing grants to offset costs where opportunities exist; for example, staff are currently pursuing combined \$46,000 in grants in 2021 to support development of the Zero Emissions, Resilient Plan for new and existing buildings (\$25,000) and the newly requested Policy Planning position (\$21,000 annually). The table below depicts the financial implications based on year and budget source, not including possible grant funding.

Division	Capital Budget			Operational Budget		
	2021	2022	Total	2021	2022	Total
Policy Planning	\$98,000	\$195,000	\$293,000	\$98,000	\$98,000	\$196,000
Development Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Solid Waste, Fleet and Shared Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Infrastructure Engineering Services	\$80,000	\$ -	\$80,000	\$ -	\$ -	\$ -
Project Delivery Services (MTP)	\$1,747,700	\$1,747,700	\$3,495,400	\$ -	\$ -	\$ -
Environment and Parks	\$60,000	\$95,000	\$155,000	\$ -	\$ -	\$ -
Finance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Summary of costs	\$1,985,700	\$2,037,700	\$4,023,400	\$98,000	\$98,000	\$196,000
Total estimated Phase One costs	\$4,219,400					

As indicated in the strategy, these new funding requests either are requested through the 2021 and 2022 municipal budget process, or will be brought forward as separate items for Council consideration. Six of the phase one actions initiated in 2021 listed below have been requested in the 2021 municipal budget.

No.*	Action	Funding Request
1.	Perform comprehensive climate audits on all civic facilities and prioritize upgrades where feasible and highest risk.	\$20,000
2.	Revise the City's Sustainability Report Card to include performance measures to reduce operational and embodied GHG emissions and climate risks.	\$3,000
3.	Develop a resilient, zero-emissions plan for all new and existing buildings that includes addressing indoor air quality and climate risks.	\$50,000
14.	Develop an extreme weather response plan with a focus on supporting the most vulnerable populations and identify and improve the capacity of multi-purpose areas within civic facilities and parks that could be converted to cooling, warming, and emergency support centres when needed.	\$25,000
18.	Implement strategies to protect, restore, and connect Environmentally Sensitive Areas (ESA) city-wide	\$40,000
19.	Develop climate resilient landscaping strategies for public lands	\$20,000
Total \$ requested in 2021 budget		\$158,000

*Numbering refers to the action number in Attachment 1.

Through staff analysis of existing work plans, balanced with achieving climate action goals and targets, four new positions will be required to support phase one implementation as follows:

Description	Division	Purpose	Funding Amount
2 temporary seasonal staff	Environment and Parks	Support implementation of climate resilient landscaping strategies for public lands (seasonally)	Staff and vehicle rental anticipated \$55,000 in 2022
1 temporary full-time staff	Project Delivery Services	Support acceleration of the MTP. Position required for acceleration period (estimated 10 years)	Coming forward as a separate request in 2021 with MTP acceleration costs. Anticipated \$135,000 annually
1 temporary full-time staff	Policy Planning	Support ongoing climate action initiatives (1 year term)	Coming forward as a separate request in 2021. Anticipated \$98,000 annually

Two of the 2021 initiated actions are anticipated to come forward as separate funding requests with further details: accelerating implementation of the Master Transportation Plan (MTP), including the request for an additional staff to support this action, and developing transportation demand management strategies (TDM) requirements for new developments. The remaining 12 actions initiated in 2021 are already funded or do not require additional funding at this time. The second outstanding position request for Policy Planning will come forward as a separate request in 2021, pending endorsement of the Implementation Strategy.

2021 Funding Needs	Amount (\$)
Total 2021 Funding Request	\$2,083,700
Amount Requested through 2021 Budget	(\$158,000)
Outstanding Funding Request	\$1,925,700

Total funding requests for phase one will result in 42% (23 out of 54) of the actions in the Climate Action Plan being financed and under way. Further details on financial implications for each action are outlined in **Attachment 1**.

Communications and Civic Engagement Initiatives

Progress of phase one action implementation will be communicated to Council annually. The annual report will be available to the public, and highlights from this report will be posted to the City's dedicated Climate Action Plan web page. As the phase one actions are initiated by the lead divisions, appropriate communication and engagement strategies will be developed to connect with those affected by the actions and seek their input as applicable.

Council Strategic Plan Objectives

Adoption of the draft Climate Action Plan is consistent with the Environmental Leadership priority in the 2019-2022 Council Strategic Plan, which outlines a vision for the City to provide leadership in climate change by thinking globally and acting locally.

Attachment(s)

1. Draft Phase One Implementation Strategy.
2. SFU ACT Climate Change, Equity, and COVID-19: Considerations in a Changing World.

Report Author

Laura Sampliner, BES, LEED GA
Sustainability and Energy Coordinator

Report Approval Details

Document Title:	Phase One Climate Action Implementation Strategy.docx
Attachments:	- Attachment 1 - Phase One Climate Action Implementation Strategy.pdf - Attachment 2 - SFU ACT Climate Change Equity and COVID19 Considerations in a Changing World.pdf
Final Approval Date:	Jan 13, 2021

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

Mary De Paoli, Manager of Policy Planning - Jan 8, 2021 - 1:07 PM

Kate Zanon, General Manager of Community Development - Jan 8, 2021 - 5:12 PM

Dorothy Shermer, Corporate Officer - Jan 11, 2021 - 9:58 AM

Rosemary Lodge, Manager of Communications and Engagement - Jan 12, 2021 - 4:10 PM

Paul Rockwood, General Manager of Finance and Technology - Jan 12, 2021 - 5:24 PM

Tim Savoie, City Manager - Jan 13, 2021 - 9:39 AM