**Agenda – Executive Policy Committee – September 23, 2009**

## REPORTS

**Item No. 3 Corporate and Community-wide Climate Change Action Plans to reduce Greenhouse Gas Emissions in Winnipeg**
**eFile E**

WINNIPEG PUBLIC SERVICE RECOMMENDATION:

1. That the 2008 Corporate Climate Change Action Plan Annual Report (Attachment 1), documenting the achievement of a 20% reduction in corporate greenhouse gas emissions over the 1998 base year and the fulfillment of the City of Winnipeg's commitment to the corporate component of the Federation of Canadian Municipalities' Partners for Climate Protection Program, be received as information.

2. That the Corporate Climate Change Strategy and Action Plan for the reduction of a further 20% reduction in corporately generated greenhouse gas emissions (Attachment 2) be approved.

3. That the proposed approach for the development and implementation of a Community-wide Climate Change Action Plan for Winnipeg (Attachment 3) be endorsed.

DECISION MAKING HISTORY:

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

On May 20, 2009, the Executive Policy Committee passed the following motion, namely:

WHEREAS on November 25, 1998, Council passed a resolution signing on to the Federation of Canadian Municipalities (FCM) Partners for Climate Protection Program (PCP), which commits a municipality to developing both a corporate and a community-wide climate change action plan;

AND WHEREAS in 1998, the City of Winnipeg committed to reduce corporate greenhouse gas emissions by 20% below 1998 greenhouse gas levels, which target was met through a number of initiatives that included:

- Establishment of an energy and emissions inventory tool and forecast
- Annual reporting on progress towards the corporate greenhouse gas target
- Identification and implementation of energy efficient and renewable energy upgrades in civic facilities
- Adoption of elements of green building standards for new civic facilities
- LEED certification for key staff members
- Reduction of water consumption through the "Slow the Flow" program
- Fleet initiatives to reduce emissions
- Ongoing replacement of existing traffic signals with high-efficiency LED systems
- The sale of Winnipeg Hydro;

AND WHEREAS in 1998, the City of Winnipeg committed to reduce community-wide greenhouse gas emissions by 6% below 1998 greenhouse gas levels;

AND WHEREAS it is desirable to further reduce corporate greenhouse gas emissions beyond the City's initial 20% target;

AND WHEREAS the Mayor's Environmental Advisory Committee was mandated to provide a public perspective on environmental sustainability and how particular environmental issues impact the community and civic operations;

AND WHEREAS environmental issues are truly a community concern and are best addressed through co-operative community efforts;

THEREFORE BE IT RESOLVED THAT the City of Winnipeg Public Service, in consultation with the Mayor's Environmental Advisory Committee, be directed to report back to the Executive Policy Committee in 90 days with recommendations regarding:

DECISION MAKING HISTORY (continued):

EXECUTIVE POLICY COMMITTEE RECOMMENDATION (continued):

(i) a comprehensive strategy and action plan for achieving a further 20% reduction of corporate greenhouse gas emissions;

(ii) a status update on the 6% target for reduction of community-wide greenhouse gas emissions; and

(iii) opportunities for partnerships with other public and private entities on both corporate greenhouse gas reductions and community-wide greenhouse gas reductions.

# ADMINISTRATIVE REPORT

**ISSUE:** **Corporate and Community-wide Climate Change Action Plans to Reduce Greenhouse Gas Emissions in Winnipeg**

**Critical Path: Executive Policy Committee - Council**

## AUTHORIZATION

| Author | Department Head | CFO | CAO |
|---|---|---|---|
| P. Regan<br>Acting Environmental Coordinator | D. Joshi | M. Ruta | G. Laubenstein |

## RECOMMENDATIONS

1. That the *2008 Corporate Climate Change Action Plan Annual Report* (Attachment 1), documenting the achievement of a 20% reduction in corporate greenhouse gas emissions over the 1998 base year and the fulfillment of the City of Winnipeg's commitment to the corporate component of the Federation of Canadian Municipalities' *Partners for Climate Protection Program*, be received as information.

2. That the *Corporate Climate Change Strategy and Action Plan* for the reduction of a further 20% reduction in corporately generated greenhouse gas emissions (Attachment 2) be approved.

3. That the proposed approach for the development and implementation of a Community-wide Climate Change Action Plan for Winnipeg (Attachment 3) be endorsed.

## IMPLICATIONS OF THE RECOMMENDATIONS

The recommendations contained in this report will, if implemented, have a positive impact on the environment through reductions in greenhouse gas emissions both within City operations and on a community-wide basis.

The *Corporate Climate Change Strategy and Action Plan* – the subject of Recommendation 2 - would, if adopted, replace the current *Climate Change Action Plan* adopted by Council on September 21, 2006.

## HISTORY

On May 27, 2009, Council directed the Winnipeg Public Service, in consultation with the Mayor's Environmental Advisory Committee, to report back to the Executive Policy Committee in 90 days with recommendations regarding:

(i) a comprehensive strategy and action plan for achieving a *further 20% reduction of corporate greenhouse gas emissions;*

(ii) a status update on the 6% target for reduction of community-wide greenhouse gas emissions; and

(iii) opportunities for partnerships with other public and private entities on both corporate greenhouse gas reductions and community-wide greenhouse gas reductions.

**2008 Annual Climate Change Action Plan Report (Recommendation 1)**

On November 25, 1998 the Council passed a resolution signing on to the Federation of Canadian Municipalities (FCM) *Partners for Climate Protection Program (PCP)*, and committed to reducing its corporate greenhouse gas emissions by 20% and its community-wide greenhouse gas emissions by 6%, over the baseline year of 1998.

Like many other municipalities, and with the support of FCM, Winnipeg focused its initial efforts on accomplishing the Corporate GHG reduction, to demonstrate leadership before embarking upon the community-wide climate change action plan. An 18- point Corporate Climate Change Action Plan was developed in 2006 to reduce over 13,000 tonnes of greenhouse gas emissions from City operations within a 10-year period. ***This goal was met by the end of 2007, when a 20.2 % reduction over the baseline year was realized***.

The 2008 Annual Report on the Corporate Climate Change Action Plan, contained in Attachment 1, provides details on the 18-point plan as well as GHG reductions for the years 1998, 2003, 2006 and 2007. The attainment of the 20% reduction fulfilled the City's commitment to the *corporate* component of the PCP Program agreement with FCM. The fulfillment of the City's corporate commitment to PCP sets the stage for the development of a strategy for a further 20% reduction in corporate greenhouse gas emissions. This strategy is the subject of Recommendation 2.

**Proposed Strategy and Action Plan for further 20% reduction in corporate Greenhouse Gas Emissions (Recommendation 2)**

The proposed strategy and action plan for achieving a further 20% reduction in corporate greenhouse gas emissions is outlined in Attachment 2. The strategy maintains the outstanding and ongoing actions from the original action plan created in 2006 and outlined in Part 2 of Attachment 1. The strategy also proposes an analysis of three scenarios and their impact on greenhouse gas emissions over the period 2010 –2019, to provide Council with an overview of the estimated GHG reductions possible within a 10-year period, based on current and planned initiatives, as well as with the addition of some potential strategic investments in additional projects over the same time period. This analysis will be the subject of a separate report to Council in December 2009.

The strategy also proposes action in sectors of the City's operation beyond those that were included within the scope of the Partners for Climate Protection Program – actions are proposed for Transit (transit is specifically excluded from the PCP Program), and the strategy proposes drawing potential actions from the work of the *OurWinnipeg* initiative.

An initiative aimed at civic staff is also proposed to increase awareness of the need for and ways to reduce GHG emissions.

**Proposed Approach for the Development of a Community-wide Climate Change Action Plan (Recommendation 3)**

Winnipeg's second commitment within the Partners for Climate Protection Program is to reduce community-wide greenhouse gas emissions by 6%. With the achievement of a 20% reduction in corporate emissions, the City can now turn its attention to this endeavour. This initiative requires a community-wide effort, involving stakeholders from all sectors in both the planning AND the implementation. To assist municipalities with this significant undertaking, FCM has created a six-step process for creating a Community-wide Climate Change Action Plan that incorporates a collaborative approach based on partnerships with stakeholders and public engagement.

A detailed Action Plan for the creation of Winnipeg's Community-wide Climate Change Action Plan is outlined in Attachment 3. It should be noted that although the process will mostly unfold in a step-wise fashion, a lot of the background material required for this initiative already exists – including the input received from citizens and stakeholders through the *Speak Up Winnipeg* campaign. Therefore, some of the actions identified in Step 3 can be accomplished concurrently with the activities in Steps 1 and 2. Similarly, as the Action Plan is developed, some "Quick Wins" may be "ready to roll" before the completion of the entire plan, and if all requirements for implementation are in place, these Quick Wins can be launched while the action planning process continues to build awareness and momentum among stakeholders and the community.

A ten-month time frame is proposed for the creation of the Community-wide Climate Change Action Plan.

## FINANCIAL IMPACT

## Financial Impact Statement **Date:** September 9, 2009

## Project Name:

### Corporate and Community-wide Climate Change Action Plans to Reduce Greenhouse Gas Emissions in Winnipeg

**COMMENTS:**

The recommendations contained in this report are: 1) that the 2008 Corporate Climate Change Action Plan Annual Report (Attachment 1), documenting the achievement of a 20% reduction in corporate greenhouse gas emissions over the 1998 base year and the fulfillment of the City of Winnipeg's commitment to the corporate component of the Federation of Canadian Municipalities' Partners for Climate Protection Program, be received as information;.2) that the Corporate Climate Change Strategy and Action Plan for the reduction of a further 20% reduction in corporately generated greenhouse gas emissions (Attachment 2) be approved; and, 3) that the proposed approach for the development and implementation of a Community-wide Climate Change Action Plan for Winnipeg (Attachment 3) be endorsed.

While there are no direct financial implications associated with these recommendations, should Recommendation 2 above be approved, additional capital and/or operating budget may be required; however, this could be offset by operational savings realized through programs that may be created through the Corporate Climate Change Strategy and Action Plan.

*"Original Signed By"*
Mike McGinn, CA
Manager of Finance

## CONSULTATION

**In preparing this Report there was consultation with:**

Mayor's Environmental Advisory Committee (MEAC)
Darryl Drohomereski, Manager of Solid Waste, Water and Waste Department
Duane Griffin, Senior Water Planning Engineer, Water and Waste Department
Barry Evenson, Manager of Municipal Accommodations Division, Planning, Property and Development
Glen Stefanyshsyn, Municipal Accommodations Division, Planning, Property and Development Department
Ajaleigh Williams, Project Management Coordinator, Winnipeg Fleet Management Agency
Luis Escobar, Traffic Signals Engineer, Transportation Division, Public Works Department

## SUBMITTED BY

Department: Planning, Property and Development
Prepared by: Patti Regan, Acting Environmental Coordinator Phone: 250 -5543
Date: September 9, 2009
File No. Greenhouse Gas Reduction Strategy Report Sept 9 09

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**Attachment #1**

# The City of Winnipeg
# Climate Change Action Plan
# 2008 Annual Report

# The City of Winnipeg

# Climate Change Action Plan




## 2008 Annual Report

## Part 1: The City of Winnipeg Greenhouse Gas Emission Inventory: 2007

A significant part of the City's climate change plan is the annual publication of the City's greenhouse gas (GHG) emissions inventory. The tables below show the City's inventory at four different points in time; 1998, 2003, 2006 and the most recent year for which data is available, 2007.

GHG reductions are measured against a baseline year, which serves as a basis for setting an emissions reduction target and acts as a point of comparison for the future. The emissions are calculated based largely upon energy use (electricity, natural gas and motor vehicle fuel). As these numbers are collected, they are converted into GHG equivalents.

The numbers in the 2007 inventory show that the City of Winnipeg has met the target of a 20% reduction in greenhouse gases. Our corporate emissions in 2007 were 54,624 tonnes of GHGs. This represents a reduction in GHG emissions by 20.2% from our baseline year of 1998. As a result, the City's commitment to the Partners for Climate Protection Program has been met.

However, it is important to note that some of the City's reductions came about as the result of outside factors. For example, the sale of Winnipeg Hydro displaced a large amount of emissions. These are not actual greenhouse gas reductions, but these emissions are no longer part of the City's corporate inventory and fall outside the scope of this plan.

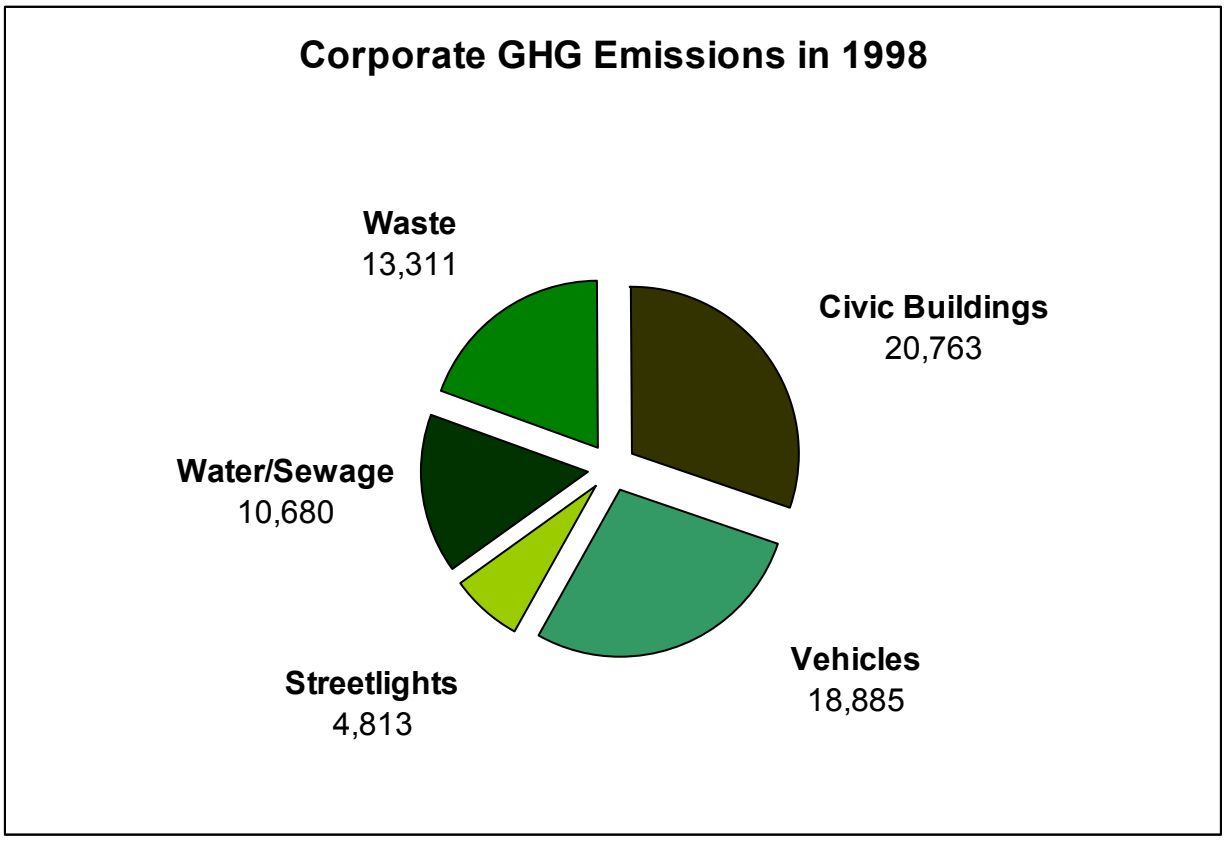
This is not meant to take away from the hard work done by City staff to reduce GHG emissions. It is meant to highlight the fact that further emissions reductions will involve a strong commitment and may require some capital investment in selected areas.

The greatest opportunities for further reductions in GHG emissions are likely to be found in the City's existing buildings and the vehicle fleet. To this end, the Mayor has publicly committed to a further 20% reduction in our corporate emissions, and Executive Policy Committee has directed the Public Service to develop a green fleet plan concurrently with our green building policy.

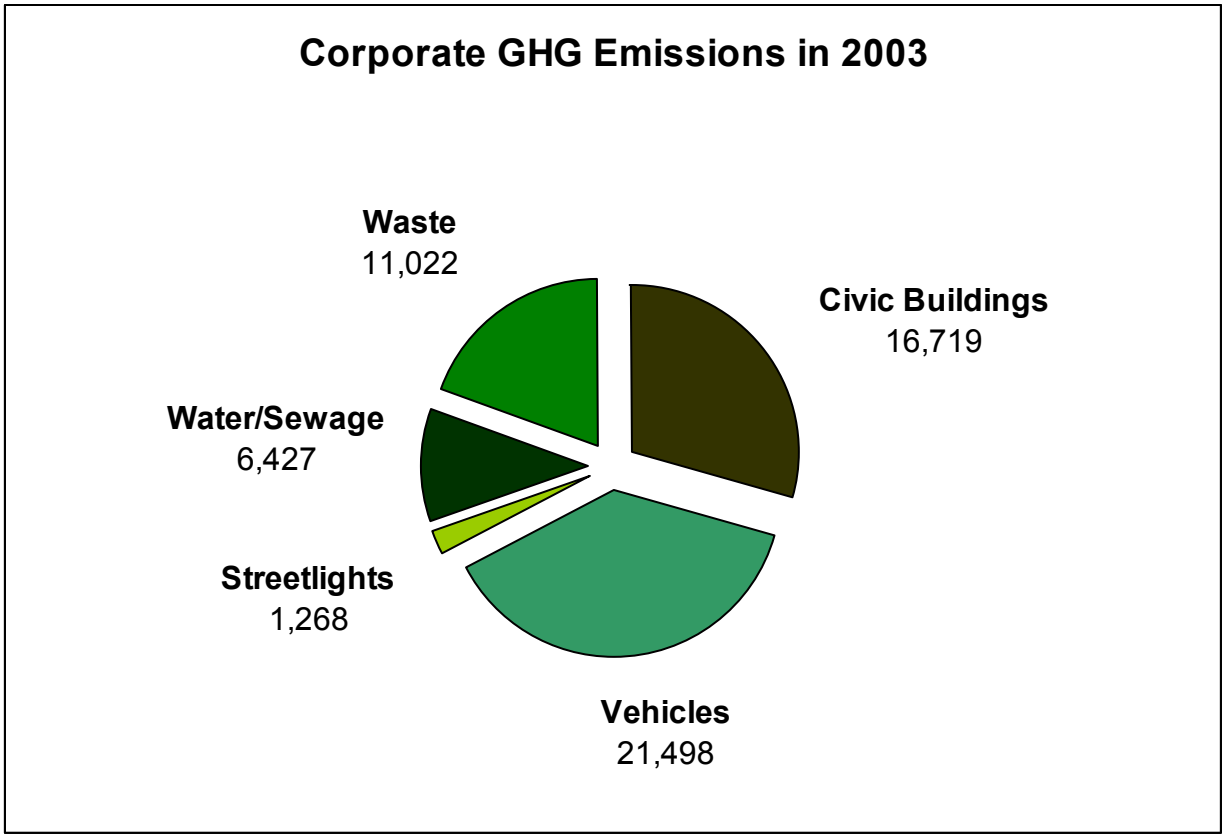
As we go forward with further work on reducing our GHG emissions, it will be helpful to look at a balance of measures that consider not only the total GHG emissions, but other measures of environmental performance as well.

For example, the Green Fleet Plan will include measures to measure the overall emissions relative to our vehicle fleet, but will also measure how efficiently the fleet is operating from an emissions perspective and perhaps an overall environmental footprint. A more comprehensive package of measurement indicators will provide the best insight for policy making and priority setting relative to climate change and the environment more generally.

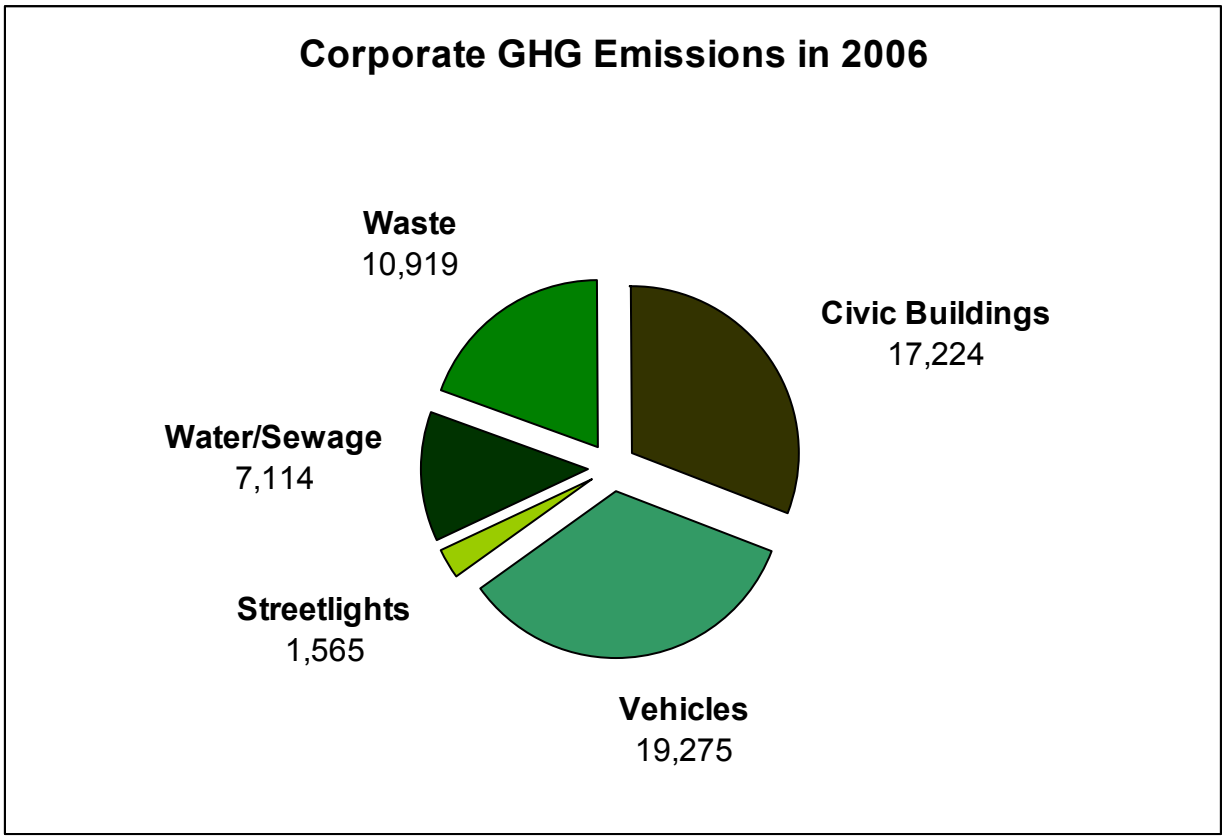
| Corporate Emissions in 1998 | |
|---|---|
| **Source** | **GHG (tonnes)** |
| Buildings | 20,763 |
| Vehicles | 18,885 |
| Streetlights | 4,813 |
| Water/Sewage | 10,680 |
| Waste | 13,311 |
| **Total** | **68,452** |



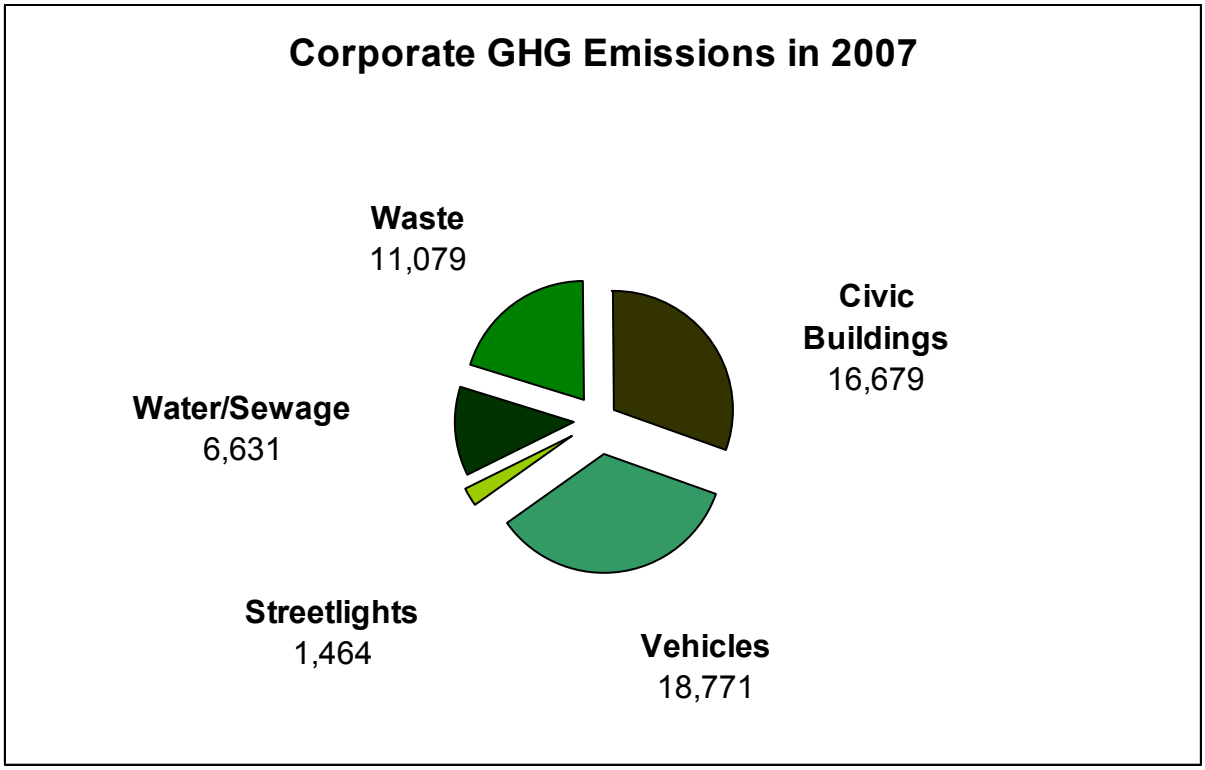
| Corporate Emissions in 2003 | |
|---|---|
| **Source** | **GHG (tonnes)** |
| Buildings | 16,719 |
| Vehicles | 21,498 |
| Streetlights | 1,268 |
| Water/Sewage | 6,427 |
| Waste | 11,022 |
| **Total** | **56,934** |



| Corporate Emissions in 2006 | |
|---|---|
| **Source** | **GHG (tonnes)** |
| Buildings | 17,224 |
| Vehicles | 19,275 |
| Streetlights | 1,565 |
| Water/Sewage | 7,114 |
| Waste | 10,919 |
| **Total** | **56,097** |



| Corporate Emissions in 2007 | |
|---|---|
| **Source** | **GHG (tonnes)** |
| Buildings | 16,679 |
| Vehicles | 18,771 |
| Streetlights | 1,464 |
| Water/Sewage | 6,631 |
| Waste | 11,079 |
| **Total** | **54,624** |




| Progress towards Target of 20% Reduction in GHG Emissions | |
|---|---|
| **Year** | **Reduction in Emissions** |
| **1998** | N/A |
| **2003** | 16.83% |
| **2006** | 18.05% |
| **2007** | **20.20%** |

## Part 2 - Report on the Climate Change Action Plan

### Civic Facilities

### 1) Continue to seek out and implement opportunities for energy efficiency and renewable energy upgrades in civic facilities

The 510 Main Street complex has been certified under the Building Owners and Managers Association (BOMA) 'Go Green' certification program. Staff continue to examine other opportunities to upgrade the efficiency of the City's building portfolio.

This includes a retrofit of digital building controls (allowing for more precise control of heating and cooling) in the Administration Building at 510 Main Street and studying the use of dual fuel heating systems at both City Hall and the Pan Am Pool. These systems have the potential to reduce both utility costs and GHG emissions.

Over the past year, City staff have evaluated opportunities for using solar and wind power as well as various lighting technologies and lighting control strategies.

### 2) Adopting elements of green building standards for new civic facilities

An administrative directive for building to LEED standards or their equivalent has been prepared. The directive will be rolled out as part of a larger green building initiative.

One of the key milestones in the City's progress towards green buildings is that a contract has been awarded to construct a $6 million addition to the North Centennial Recreation and Leisure Centre. The addition will be built to LEED Silver standard and will include a green roof.

### 3) Ensure that building management and other key staff members are LEED accredited

One member of the Public Service has gained their LEED accreditation and other members continue to work towards their LEED accreditation.

### 4) Retain membership in the Manitoba Chapter of the Canada Green Building Council and other relevant professional associations

The City continues to retain a membership in the Canada Green Building Council.

### 5) Develop a building user energy efficient practices education/promotion program

This initiative will be introduced as part of #18, through a website designed to show City staff how they can take action individually to help reduce the City's GHG emissions.

**Civic Vehicle Fleet**

**6) Develop a vehicle information package for Fleet customers to allow them to consider fuel efficiency and other environmental options when purchasing vehicles.**

**7) Explore opportunities to introduce a "Smart Driving" Program (fuel efficient driving techniques course)**

**8) "Right Size" the fleet and replace obsolete vehicles with more fuel-efficient, cleaner burning units**

**9) Develop an administrative directive to reduce vehicle idling in the City's fleet**

**10) Provide administrative support for the RRVCCC and use their resources to determine best 'Green Fleet' practices from other jurisdictions**

**11) Run a biodiesel demonstration project to confirm the suitability of this fuel for use in the City's fleet**

**12) Innovation in the City's vehicle fleet**

On February 6, 2008, Executive Policy Committee directed the Public Service to develop a Green Vehicle Plan for the City of Winnipeg. The plan is to include the following components:

1. Strategies to reduce fuel consumption and emissions, including:

- Right-sizing the Fleet
- Purchasing the most fuel efficient vehicles, where operationally feasible
- Purchasing hybrid vehicles, where operationally feasible
- Developing an Anti-idling Policy
- Using alternative fuels (i.e. ethanol and biodiesel)

2. Performance measures, including monitoring and documenting fuel savings and GHG reductions.

The Green Vehicle Plan is being developed, and will be submitted to Council by the fall of 2009. The above components of the Climate Change Action Plan (#'s 6 through 12) will be rolled into the Green Vehicle Plan.

### 13) Diesel-electric hybrid buses

Winnipeg Transit completed the testing of a diesel-electric hybrid bus in the spring of 2008. The results did not meet the criteria for fuel efficiency and the capability to operate in Winnipeg's winter climate. As a result, Winnipeg Transit decided not to proceed with the planned purchase of twenty diesel-electric hybrid buses.

## Water Consumption

### 14) Continue efforts to reduce water consumption

This is an ongoing initiative. Water use continues to drop due to new technologies and City initiatives (such as the "Slow the Flow" program). The City's LCD (litres per capita/day) has dropped by almost 30% since 1990, and this trend appears likely to continue.

## Traffic Signals & Streetlights

### 15) Continue to replace existing traffic signals with high-efficiency LED systems

This is an ongoing project. During 2008, a total of 871 signal units were converted to LED systems. As of December 31, 2008, the City of Winnipeg has converted 46.92% of all traffic signals to LED systems.

## Corporate Waste and Solid Waste

### 16) Implement methane gas recapture project at the Brady Road Landfill

Work is continuing on this project including an examination of project financing and procurement options and applicable technologies. A report to Council as to how to proceed with project implementation will follow completion of this work.

## Other Strategies

### 17) Annual collection of GHG indicators (fuel, energy, etc.) among all departments and special operating agencies.

This initiative is now in place and continues to be refined.

### 18) Develop an environmental promotion web page on the City's intranet site, including information on reducing paper use, alternative forms of commuting and reducing energy consumption in civic facilities.

This initiative has been delayed, but will be put in place in 2009.

# Attachment 2

# City of Winnipeg
# Corporate Climate Change Action Plan
# Proposed Strategy for a Further 20% Reduction
# In Corporate Greenhouse Gas Emissions

**City of Winnipeg**
**Proposed Corporate Climate Change Action Plan**

**Goal:** **To achieve a *further* 20% reduction in corporate greenhouse gas emissions (emissions directly generated through the City's operations) over 1998 levels (baseline year).**

**The Numbers:**

- Total Corporate GHG emissions in 1998 (baseline year): 68,452 tonnes
- Total Corporate GHG emissions at year end 2007: 54,624 tonnes
- Total reduction in GHG emissions 1998 – 2007 (20.2%) 13, 828 tonnes
- *Target Corporate GHG emissions reduction 2009 – 2019 (20%)* *13,690 tonnes*

| Strategy | Actions |
|---|---|
| Continue to reduce greenhouse gas emissions from City operations currently included in the Partners for Climate Protection Program:<br>• City-operated buildings<br>• Fleet Vehicles<br>• Corporate waste<br>• Traffic signals<br>• Water consumption | Prepare an comparative analysis of the following three GHG emission reduction scenarios, projected over the period 2010 – 2019:<br>• Unrestrained growth, no planned GHG emissions reduction<br>• Initiatives that are already planned and/ or approved that will also reduce GHG emissions<br>• Potential additional projects and initiatives that would provide additional GHG emission reductions and generate a corresponding operational savings over the 10-year time period, for consideration during current and capital budget processes over that timeframe<br><br>For each scenario, the following data will be calculated:<br>• Corporate GHG emissions reduction<br>• Costs and operational savings by project |

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| | Draft a report for Council's consideration, outlining the results of the analysis and estimated GHG reductions for each scenario over the next 10 years |
| Take action to reduce GHG emissions in other sectors of the City's operations | Transit:<br>• Create a GHG inventory for the Transit operation<br>• Identify a GHG reduction target<br>• Develop an action plan outlining initiatives to reduce GHG emissions over the period 2010 – 2019 |
| | *OurWinnipeg* Initiative Call to Action and Sustainability Strategy:<br>• Identify strategies and actions that could reduce GHG emissions.<br>• Quantify estimated reductions and incorporate into Corporate Action Plan |
| | Identify and pursue GHG reduction opportunities in other sectors of the City's operations |
| Implement initiatives and programs to increase staff regarding the need for and ways to reduce GHG emissions | Develop an environmental promotion web page on the City's intranet site, including information on reducing paper use, alternative forms of commuting and reducing energy consumption in civic facilities. |
| | Develop a regular staff e-newsletter highlighting successful GHG reduction initiatives in the corporation and providing tips and informative weblinks |
| | Host a "Sustainability Series" for staff with regular learning events related to sustainability and GHG emissions reduction. Invite speakers, participate in online learning events and webinars |
| | Investigate other staff initiatives and programs to reduce GHG emissions |
| Monitor and Report GHG reduction results | Ensure that all GHG reduction projects and initiatives have measures attached |
| | Continue annual collection of GHG indicators |
| | Publish results on the City's web page |

| | |
|---|---|
| | Report to Council on the status of Corporate GHG reductions on an annual basis |
| Seek out partnerships and funding for GHG reduction initiatives | Actively seek out potential partners for corporate GHG reduction initiatives |
| | Pursue grants and alternate funding sources for corporate GHG reduction initiatives |
| Continue work on ongoing initiatives in the initial Corporate Climate Change Action Plan | Water<br>• Continue efforts to reduce water consumption |
| | Solid Waste<br>• Implement methane gas recapture project at the Brady Road Landfill |
| | Civic Buildings<br>• Continue to seek out and implement opportunities for energy efficiency, renewable energy and other GHG reducing upgrades in civic facilities<br>• Adopt elements of green building standards for new civic facilities<br>• Retain membership in the Manitoba Chapter of the Canada Green Building Council and other relevant professional associations<br>• Ensure that building management and other key staff members are LEED accredited |
| | Traffic Signals<br>• Continue to replace existing traffic signals with high-efficiency LED systems |
| | Fleet<br>• Completion of Green Vehicle Plan for consideration by Council |

# Attachment 3

# City of Winnipeg
# Community-wide Climate Change Action Plan
# Proposed Approach

**City Of Winnipeg**
**Proposed Approach for the Creation and Implementation of a Community –wide Climate Change Local Action Plan (LAP)**

**Goal**: To reduce community- wide greenhouse gas emissions by 6% over 1998 levels, as per the City of Winnipeg's 1998 commitment to the Federation of Canadian Municipalities (FCM) *Partners for Climate Protection Program (PCP*).

**Approach:** Utilize the proven six-step methodology for the creation and implementation of a Local Action Plan put forward by the Federation of Canadian Municipalities (FCM):

**Step One: Identify key stakeholders and funding**

- Identify organizations in the community who have a stake in the creation and implementation of a community-wide climate change action plan - representatives from local business, unions, financial institutions, utilities, education institutions, community and non-governmental organizations, local media and interested residents
- Identify sources of funding for the creation of the Local Action Plan

**Step Two: Form a Steering Committee and working groups to guide the development of the Local Action Plan**

- Draw membership from the list of identified stakeholders to form a Steering Committee that will guide process for developing the Local Action Plan

**Step Three: Develop the Local Action Plan**

- Develop an emissions inventory for Winnipeg
- Create a project inventory
- Set goals and objectives and measures for each
- Categorize initiatives
- Draft the Local Action Plan

**Step Four: Hold public consultations**

- Obtain feedback from stakeholders identified in Step One and others on the draft Local Action Plan and revise based on input received

**Step Five: Implement the Local Action Plan**

- Begin implementation of Local Action Plan with quick wins to build momentum

**Step Six: Evaluate and Monitor the Local Action Plan**

- Determine timing for regular updates on measures identified for each initiative
- Develop a communication plan for reporting results to the public and FCM

| Step | Activities | Who | Timeline |
|---|---|---|---|
| **Identify key stakeholders and funding sources** | 1. Create a list of potential stakeholders | Environmental Coordinator/ MEAC | October 2009 |
| | 2. Identify potential funding sources | Environmental Coordinator/ MEAC | October 2009 |
| | 3. Pursue funding support through grants and partnerships<br>NOTE: $20,000 is available through a previous FCM grant to the City for the Climate Change Action Plan initiative. | Environmental Coordinator/ MEAC | November 2009 |
| **Form Steering Committee and Working Groups** | 1. Utilize the Mayors' Environmental Advisory Committee as the core membership for the Steering Committee, along with representation from Council and the Winnipeg Public Service | Environmental Coordinator/ MEAC | September 2009 |
| | 2. Identify Working Group categories | Environmental Coordinator/ MEAC | October 2009 |
| | 3. Select additional Steering Committee members based on working group categories | Environmental Coordinator/ MEAC | November 2009 |
| | 4. Schedule regular meetings of the Steering Committee and Working Groups | Environmental Coordinator/Steering Committee | November 2009 |
| **Develop the Local Action Plan** | 1. Develop a comprehensive community-wide GHG emissions inventory for Winnipeg for both the baseline year (1998) and 2009 in conjunction with all relevant sectors of the community | Steering Committee/ Province of Manitoba/ Manitoba Hydro/ other sectors as required | November 2009 |
| | 2. Create an inventory of existing projects and initiatives currently underway in the community that contribute to GHG reductions | Steering Committee/ stakeholder organizations | January 2010 |
| | 3. Gather relevant background information and public input from all available sources, including the *SpeakUpWinnipeg* Campaign | Environmental Coordinator/Steering Committee | December 2009 |
| | 4. Develop a creative communications strategy to make the public aware of Winnipeg's GHG emissions inventory, and engage them in developing the Local Action Plan | Environmental Coordinator/Steering Committee | February 2010 |
| | 5. Set vision, goals and objectives for the plan<br>• Overall goal for GHG | Steering Committee and Working Groups | March 2010 |

| | | | |
|---|---|---|---|
| | reductions<br>• Individual initiatives to be implemented<br>• Potential partnerships<br>• Resources required for each project, including a budget and a timeline<br>• GHG targets for each project<br>• Assign lead responsibility for each project<br>• Determine measures for each project | | |
| | 6. Categorize initiatives<br>• Review existing and proposed initiatives and assess against resource requirements, ease of implementation and other agreed upon criteria<br>• Categorize initiatives into short- medium and long – term categories | Steering Committee and Working Groups | March 2010 |
| | 7. Draft the Local Action Plan, to include:<br>• Vision<br>• Background information on environmental and climate change issues facing Winnipeg<br>• Overall objectives<br>• List of existing and proposed initiatives and related action plans and measures, grouped by issue<br>• Implementation schedule<br>• Evaluation and monitoring plan for each project | Steering Committee and Working Groups | April 2010 |
| **Hold public consultations** | 1. Schedule meetings of stakeholders identified to review proposed Local Action Plan | Steering Committee and Working Groups | May / June 2010 |
| | 2. Collect feedback obtained and incorporate into Plan | Steering Committee and Working Groups | July 2010 |
| **Council Approval** | 1. Submit proposed Community-wide Climate Change Local Action Plan to Council for review and approval | Steering Committee and Working Groups | August 2010 |
| **Implement Approved Local Action Plan** | 1. Implement “Quick Wins” along with communication plan | Steering Committee | Ongoing throughout process |

| | | | |
|---|---|---|---|
| | 2. Develop an implementation plan and timeline for medium- and long-term actions, along with lead responsibilities and communication plans | Steering Committee and Working Groups | Beginning September 2010 |
| **Evaluate and Monitor the Local Action Plan** | 1. Create a process for regular monitoring of each project in the Local Action Plan | Implementation Team | July 2010 |
| | 2. Develop a communication plan and appropriate tools for sharing results with stakeholders and the public. | Implementation Team | July 2010 |
| | 2. Conduct monitoring as per process and report to Council, stakeholders and the public | Implementation Team | Ongoing |
| | 3. Create a timeline for regular monitoring and reporting of GHG emissions to ensure current data for initiatives in the Local Action Plan. | Implementation Team | July 2010 |
| | 4. Communicate results to Partners for Climate Protection Secretariat at FCM to share results with other municipalities | Environmental Coordinator | Semi-annually |

**Municipal Success Stories Using the Partners for Climate Protection Methodology**

**City of Edmonton**:

- Assembled a team of over 20 organizations to develop and implement Carbon Dioxide Reduction Edmonton (CO2RE)
- Community strategy focuses on small steps to promote energy efficiency. Edmontonians can receive a free membership to CO2RE to receive financial incentives for energy efficient product and a regular newsletter

**City of Regina**

- Developed the ”Cool Down the City” program to educate the community about climate change and encourage local action
- Set up a team of community members (the Green Ribbon Panel) to lead their community-wide climate change process