Agenda – Executive Policy Committee – May 11, 2005

REPORTS

Item No. 2 **Green Municipal Enabling Fund Study No. 3163: Climate Change Action Plan**
File E

ADMINISTRATIVE RECOMMENDATION:

That this report be received as information.

RE: GREEN MUNICIPAL ENABLING FUND STUDY NO. 3163: CLIMATE CHANGE ACTION PLAN

FOR SUBMISSION TO: Executive Policy Committee

ORIGINAL REPORT SIGNED BY: Annitta Stenning, Chief Administrative Officer

REPORT DATE: April 29, 2005

RECOMMENDATION(S):
That this report be received as information.

Report Summary

Key Issues:

- The City has secured two grants of $25,000 each from the Federation of Canadian Municipalities (FCM) – Green Municipal Fund (GMF) and the Province of Manitoba's Sustainable Development Initiatives Fund (SDIF) to assist the City in developing a Climate Change Action Plan for the municipal operations of the City of Winnipeg.
- The development of the Climate Change Action Plan aligns with:
    - The policy direction on Environmental Stewardship in ***Plan Winnipeg*** (5A-01; 5A-01-iii).
    - The City's commitment to participate in FCM's Partners for Climate Protection Program (adopted by Council on November 25, 1998).
    - The Council adopted commitment to a climate change action plan as identified in ***Embracing Sustainability: An Environmental Priority and Implementation Plan for the City of Winnipeg, 2004-2006*** (adopted by Council on October 27, 2004).
- The project will consist of three component parts:
    - An updated GHG inventory for Winnipeg.
    - The establishment of meaningful targets for the reduction of GHG's through increased emphasis on municipal energy efficiency initiatives.
    - A public awareness campaign following Council approval of the Climate Change Action Plan.
- The plan is projected to be completed by September 2006.

Implications of the Recommendation(s):

General Implications

☐

X For the organization overall and/or for other departments

☐ For the community and/or organizations external to the City

☐ Involves a multi-year contract

Comment(s): The Climate Change Action Plan will identify energy efficiency measures for the municipal operations of the City of Winnipeg.

Policy implications

☐ No

X Yes

Comment(s): The Climate Change Action Plan will ultimately require Council approval.

Environmental implications

☐ No

X Yes

Comment(s): The Climate Change Action Plan will target increases in energy efficiency that will reduce Greenhouse Gases thereby affirming Winnipeg's contribution to Canada's commitment to the Kyoto Protocol.

Human Resources implications

X No

☐ Yes

Comment(s):

Financial Implications

Within approved current and/or capital budget

X Current and/or capital budget adjustment required

Comment: The development of the plan will be funded by the grants provided by FCM and the Province of Manitoba.

Report

REASON FOR THE REPORT:

- This report confirms the City's commitment to develop a Climate Change Action Plan for the City of Winnipeg as adopted by Council on October 27, 2004 in the report ***Embracing Sustainability: An Environmental Priority and Implementation Plan for the City of Winnipeg, 2004-2006***.

- This report also represents the administrative response to the motion adopted by the Civic Environment Committee on December 13, 2005 which resolved that *"the Executive Policy Committee request the administration to provide an update on the City's progress on reducing greenhouse gas emissions in meeting the targets recommended by the Partners for Climate Protection Program."*

HISTORY:

- Over the past three years the City of Winnipeg has received confirmation of two related $25,000 grants to establish a Climate Change Action Plan (CCAP) for the City of Winnipeg (otherwise known as a Greenhouse Gas Reduction Strategy). The two granting agencies are:
    - The Province of Manitoba's Sustainable Development Innovation Fund (SDIF, March 2002).
    - The Federation of Canadian Municipalities' Green Municipal Enabling Fund (GMEF, December 2003).

- The proposal to develop and implement a CCAP for the City of Winnipeg aligns with:
    - Canada's international obligations under the Kyoto Accord which was ratified by the Parliament of Canada on December 10, 2002
    - Manitoba's support for the Kyoto Accord as articulated in ***Kyoto and Beyond: Manitoba's Climate Change Action Plan*** (October, 2002).
    - The policy direction on Environmental Stewardship in ***Plan Winnipeg*** (5A-01; 5A-01-iii).
    - The City's commitment to participate in FCM's Partners for Climate Protection Program (adopted by Council on November 25, 1998). The completion of the CCAP - and the subsequent implementation and evaluation of the program - would satisfy the five milestones that constitute the basis of the Partners for Climate Protection Program:

        Milestone 1 Conduct an energy and emissions inventory and forecast.
        Milestone 2 Establish an emissions target.
        Milestone 3 Develop and obtain approval for a Local Action Plan.
        Milestone 4 Implement policies and measures.
        Milestone 5 Monitor and verify results.
    - The recommendations in the Civic Environmental Committee's report ***Sustainable Winnipeg: A Comprehensive Environmental Strategy*** (Chapter 2-1, Climate Change).

- Council approved commitment to developing a climate change action plan as outlined in ***Embracing Sustainability: An Environmental Priority and Implementation Plan for the City of Winnipeg, 2004-2006*** (Chapter 2 – Climate Change and Air Quality).

DISCUSSION:

Project Development

As part of the City's contractual obligations with the funding partners, the City of Winnipeg was obliged to consult with a municipality that had already undertaken a climate change action plan. Consequently, the City held extensive discussions with the City of Edmonton regarding the evolution of its GHG reduction strategy. The main message coming from the project manager in Edmonton was that a climate change action plan that attempts to address both municipal and community needs at the same time is destined to fail since it will almost certainly be overwhelmed by the magnitude of the undertaking. The clear advice from Edmonton was that Winnipeg should attempt to develop an action plan for municipal operations only and use that experience to cultivate increased community awareness. Additional consultations with experts in the field and local environmental groups have reiterated the value of the approach and consequently the project goals, scope and methodology reflect this primary objective.

Project Goals

On the advice of expert opinion and officials from other Cities, the project goals are:

- To develop a comprehensive greenhouse gas emissions reduction strategy for the municipal operations of the City of Winnipeg.
- To circulate the municipal plan throughout the community to encourage the private sector and the public at large in Winnipeg to take operational measures and personal actions to reduce greenhouse gas emissions.

Project Scope

The City will proceed with a three-phased program which concentrates on developing a municipal action plan and a community outreach program:

- The City will update the existing greenhouse gas emissions inventory and forecast with specific emphasis on municipal operations but which will also include community wide data.
- The City will, through internal and external consultations, establish an emissions reduction target for municipal operations and develop a comprehensive greenhouse gas emissions reduction strategy to meet those targets.
- The City will undertake an outreach program to circulate the municipal plan and promote the need for community–wide action to address the key issues associated with climate change.

Project Methodology

As required by the FCM-GMF application process, the City has developed a 10-point feasibility process for developing the CCAP:

- Update the Greenhouse Gas Inventory study.
- Establish a "Civic Steering Committee" composed of political, administrative, and community representatives to guide the development of the plan.

- Establish an interdepartmental working group to develop a feasible GHG emission targets for the municipal operations of the City of Winnipeg and create a municipal action plan to meet the targets for the City of Winnipeg.
- Undertake a public engagement process (open House and workshops) to review the draft municipal action plan.
- Ensure Council approval of the municipal action plan.
- Undertake a community outreach program (including open houses, workshops, and other community events) to promote the municipal plan and encourage additional community action.
- Establish an ongoing administrative plan to measure performance and promote additional initiatives as necessary.
- Report back on progress to date five years following the approval of the municipal plan with a commitment to report from time to time as required.

Project Governance
The Chief Administrative Officer for the City of Winnipeg is ultimately responsible for submitting a Climate Change Action Plan to Council for approval. In order to ensure that the action plan is comprehensive and inclusive of the broad range of expertise available to the City, the CAO will establish a Climate Change Steering Committee to oversee the project and provide direction and guidance regarding the development of the plan.

Climate Change Action Plan Steering Committee
Environmental Coordinator – Chair

Administrative Representatives
CAO Secretariat (Manager-Strategic Management)
Project Manager (Fleet Management)
Departmental Rep (Transit/Water and Waste/Public Works/PP&D)

Political Representatives
Councillor (Council Liaison)
EPC Secretariat (Manager)
Civic Environment Committee (one member)

Key Roles and Responsibilities:
Climate Change Action Plan Steering Committee: Provides general oversight and guidance to the Environmental Coordinator in the development of the plan**.**

Environmental Coordinator: Chairs the Steering Committee, serves as the main contact for the City with the key funders, supervises the project, and ensures that all milestones and deliverables are met.

Project Manager: The project manager, a City employee from the Fleet Management Agency, is responsible for the completion of the key tasks associated with the project including the completion of GHG inventory update, facilitates the development of the draft plan in conjunction

with the Environmental Coordinator and the interdepartmental working group, and organizes workshops and outreach sessions as required.

Interdepartmental Working Group – Chaired by the Environmental Coordinator and facilitated by the Project Manager, the IWG develops the GHG mission reduction targets and identifies the key strategic initiatives that become the foundation of the City of Winnipeg Climate Change Action Plan.

Project Financing
The granting organizations have approved the following budget breakdown

Total Budget	$50,000
Update Inventory	$20,000
	$30,000
City Plan Facilitation	$15,000
	$15,000
Outreach	$15000
	$00000

IN PREPARING THIS REPORT THERE WAS CONSULTATION WITH, AND CONCURRENCE BY:
EPC Secretariat
CAO Secretariat
Corporate Services-Legal Services

Financial Impact Statement

Date: April 29, 2005

Project Name:
Climate Change Action Plan

First Year of Program: 2005

	2005	2006	2007	2008	2009
Capital					
Capital Expenditures Required	$ -	$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs	-	-	-	-	-
Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
Debt - External	-	-	-	-	-
Grants (Enter Description Here)	-	-	-	-	-
Reserves, Equity, Surplus	-	-	-	-	-
Other - Enter Description Here	-	-	-	-	-
Total Funding	$ -	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ -				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Direct Costs	$ 50,000			$ -	$ -
Less: Incremental Revenue/Recovery	50,000	-	-	-	-
Net Cost/(Benefit)	$ -	$ -	$ -	$ -	$ -
Less: Existing Budget Amounts	-	-	-	-	-
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments:

There is no cost to the City to implement the action plan. The total cost of $50,000 will be funded by two $25,000 grants the Federation of Canadian Municipalities and the Province of Manitoba respectively.

(Orig. signed by R. Remple for R. Abeyserkera)
Manager of Finance & Administration
Corporate Services Dept.

THIS REPORT SUBMITTED BY:

Department: CAO Secretariat
Division: Strategic Management
Prepared by: James Allum
File No.