

## Environmental Sustainability Coordinator – 2010-2011 Year End Summary

The contract for the one year part-time position of Environmental Sustainability Coordinator with the City of Revelstoke ended on June 15, 2011. The contract outlined eleven tasks for this position:

1. Collaborate with relevant city departments to create a greenhouse gas inventory and forecast.
2. Review and provide strategies to reduce transportation expenses and GHG emissions in the City fleet.
3. Identify the most effective approaches to reduce emissions and energy use in municipal buildings and operations (including lighting), and in the community broadly, including public education and awareness.
4. Explore possible strategies to reduce/ban cosmetic pesticides within City boundaries.
5. Identify, review and develop carbon neutral strategies and action plans that can be implemented by the City on the corporate level so that it can achieve its goal of becoming carbon neutral by 2012.
6. Review the recommendations in the Air Quality Plan and provide strategies for the City to implement the recommendations identified.
  - Develop a monitoring plan for the City to measure progress in meeting air quality objectives.
7. Coordinate GHG reduction training initiatives both internally and externally.
  - Coordinate the delivery of programs and courses for staff that satisfy “GHG” understanding.
  - Develop and distribute information to staff and developers that increases awareness of GHG issues.
  - Develop informational brochures and best practices for “greening” Revelstoke.
8. Manage policy directives from the OCP related to GHG emissions.
  - Develop and deliver adaptability and mitigation policies as identified in the OCP.
  - Work with regional partners to meet obligations identified in Bill 27.
9. Develop work programs to help meet GHG emission objectives identified in the OCP.
  - List all work programs and develop a working matrix from the OCP sustainability checklist.
10. Apply and monitor the Development Permit sustainability checklist.
  - Develop a scoring system for the newly-adopted smart growth development checklist in consultation with all key stakeholders.
11. Evaluate and report on effectiveness of GHG reduction program.
  - Deliver a performance evaluation tool to help measure OCP sustainability objectives such as ecological footprint or LEED standards.

Due to a larger than anticipated scope of work for each task, focus was given to the first five tasks to ensure that they were completed with adequate research and consideration. These tasks primarily focus on energy and emissions in city operations. Taking action at the corporate level shows leadership to the community as a whole and will aid in creating “buy in” when implementing actions and recommendations identified in the Community Energy and Emissions Plan (CEEP).

The remaining tasks in the contract focus primarily on identifying actions and policies relating to GHG emission reduction strategies at the community level, including education and awareness. The CEEP has evaluated these opportunities and established a set of recommendations towards achieving these goals.

A list of potential tasks for a 2011-2012 work plan has been created taking into consideration additional work required at the corporate level, recommendations in the CEEP, and tasks identified by the Engineering and Planning Departments.

| 2010-2011 Contract<br>Summary of tasks completed   | Completed | Additional Work required |
|--|-----------|--------------------------|
| <b>1. Create a GHG inventory and forecast for corporate operations</b>   | ✓         |                          |
| • Short comings and errors in the initial inventory were identified.   | ✓         |                          |
| • Data was collected to meet obligations under the Climate Action Charter and the FCM- Partners for Climate Protection program.  | ✓         |                          |
| • Energy costing was added to the inventory to aid in quantifying savings in the future.   | ✓         |                          |
| • A “How to Sheet” was created for municipal staff detailing collection methodologies to apply for the Carbon Action Revenue Incentive program (CARIP).  | ✓         |                          |
| • A baseline was established and an emissions forecast was completed for a 10 year period to 2017.   | ✓         |                          |
| • A webinar “Inventory Maintenance, Tools, Tips and Challenges” using Revelstoke as a case study will be presented in June.  | ✓         |                          |
| <b>2. Review and provide strategies to reduce expenses and emissions in the vehicle fleet</b>  | ✓         |                          |
| • Research into best practices and actions undertaken in other communities was conducted.  | ✓         |                          |
| • Data required to benchmark the fleet for fuel efficiency and to create operational and asset management profiles was identified.   | ✓         |                          |
| • A reduction strategy was completed identifying four actions directed at reducing expenses and emissions in the vehicle fleet.  | ✓         |                          |
| • A webinar “Fuel and Fleet Management” was organized and attended by city staff.  | ✓         |                          |
| • A fully funded Fuel Management 101 course offered by Natural Resources Canada was organized for the fall.  | ✓         |                          |
| <b>3. Identify the most effective approaches to reduce emissions and energy use in municipal buildings and operations, and in the community broadly including public education and awareness</b> | ✓         | ✓                        |
| • Research into best practices and actions undertaken in other communities was conducted.  | ✓         |                          |
| • A reduction strategy was completed identifying actions to reduce energy and emission in operations.  | ✓         |                          |
| • A webinar “Municipal Building Retrofits” was organized and attended by city staff.   | ✓         |                          |
| • Educational webinars detailing how to increase energy efficiency at water treatment plants and in waste water management are planned for June.   | ✓         |                          |
| • Comprehensive energy audits and opportunity assessments of municipal buildings are recommended to identify specific building retrofits to reduce energy, emissions and energy expenses.        |           | ✓                        |
| • Approaches to reduce emissions and energy consumption in the community, including education and awareness, was initiated by the CEEP consultants at two CEEP open houses.                      |           | ✓                        |
| <b>4. Explore possible strategies to reduce/ban cosmetic pesticides</b>  | ✓         |                          |
| • A report for council “Strategies and Feasibility of Implementing a Bylaw to Ban the use of Cosmetic Pesticide in Revelstoke” was completed.  | ✓         |                          |
| • A Pesticide Use Bylaw was drafted.   | ✓         |                          |
| • Research into pesticide alternatives for the golf course was conducted.  | ✓         |                          |
| • A communication, and education and awareness plan was completed.   | ✓         |                          |
| • An educational brochure explaining the bylaw was created.  | ✓         |                          |
| • A list of pesticide alternatives was compiled.   | ✓         |                          |
| • A public information meeting was facilitated.  | ✓         |                          |
| • Information was provided at the CSRD Compost Workshop and the Chickadee Nature Festival.   | ✓         |                          |
| <b>5. Identify, review and develop carbon neutral strategies and action plans that can be implemented by the City at the corporate level to achieve goal of being carbon neutral</b>             | ✓         |                          |
| • Research was conducted to understand the City’s obligations under the Climate Action charter.  | ✓         |                          |
| • Approaches adopted in other communities & recommendations in BC Climate Action Toolkit were reviewed.  | ✓         |                          |
| • A Corporate Energy and Emission Reduction Strategy was completed identifying 15 recommendations toward reaching the City’s goal of being carbon neutral.                                       | ✓         |                          |
| • A reduction target was set.  | ✓         |                          |