



Capital Regional District

Meeting Minutes Climate Action Inter-Municipal Task Force (IMTF)

Friday, December 6, 2024

9:30 AM

MS Teams

Present: Councillor A. Baird (Highlands), Councillor J. Brownoff (Saanich), Councillor D. Cavens (Esquimalt), Councillor S. Duck (Sidney), Councillor M. Gardiner (Victoria), Councillor S. Gray (Metchosin), Councillor D. Grove (Colwood), Director G. Holman (SSI EA), Councillor S. Riddell (Central Saanich), Councillor C. Smart (Oak Bay), Councillor T. St-Pierre (Sooke), Councillor M. Wagner (Langford), Director A. Wickheim (JdF EA)

Staff: N. Elliott (Manager, Climate Action Programs), M. Greeno (Community Energy Specialist), M. Rowe (Climate Action Program Assistant, Recorder)

Regrets: Director P. Brent (SGI EA), Mayor P. Jones (North Saanich), A. MacKenzie (View Royal)

The meeting was called to order at 9:30 am.

1. Welcome and Introductions

- A round of introductions was made by Task Force members, and CRD staff.

2. Territorial Acknowledgement

- N. Elliott provided a Territorial Acknowledgment.

3. Approval of Agenda

- Agenda for the [December 6, 2024](#) Climate Action Inter-Municipal Task Force meeting.

4. Adoption of Minutes

- Minutes from the [September 27, 2024](#) Climate Action Inter-Municipal Task Force meeting.

**MOVED by Councillor D. Grove, SECONDED by Councillor T. St-Pierre
That the minutes of the September 27, 2024 Climate Action Inter-Municipal Task Force meeting be adopted as circulated.
CARRIED**

5. Climate Action Program Updates

- N. Elliott provided background information and updates for the CRD Climate Action Service, including:
 - Climate Action Strategy renewal timelines, CRD 2025 Provisional Budget

approval, forthcoming CRD services going through AAP processes (Foodlands Access Service, Biodiversity & Environmental Stewardship service, Transportation Governance service), climate adaptation capacity building grant application, climate adaptation backgrounder report, CRD Public EV Charging Network, Zero Carbon Step Code, Home Energy Navigator regional building retrofit program, energy benchmarking/Energy and Carbon Emissions Reporting, additional policy analysis, and the launch of new thermal imaging kits with local libraries.

- Members advised that the CRD consider:
 - A member requested staff reassess the Task Force's role and purpose, with other members affirming the value of the meetings for collaboration and information sharing. It was agreed to revisit this topic in the new year through future meetings and as it pertains to the Climate Action Strategy renewal.
 - Evaluating the costs related to climate action and inaction.
 - Opportunities to share key information with local governments (staff and Councils) to avoid redundancy, ensure alignment and build capacity across the region.
 - Opportunities to advocate more effectively to the province with respect to climate considerations.

Action:

- a) CRD staff to engage Task Force on CRD Climate Action Strategy renewal beginning in March 2025.

6. Municipal Roundtable – Open Discussion

- Attendees provided brief updates regarding current projects and areas of interest in their respective municipalities and electoral areas. Discussion related to staff capacity changes, managing competing priorities and budget considerations, communicating climate action costs in budget, public education and awareness building about local government climate action, multi-residential stakeholder engagement, waste disposal services, in-vessel composting, green fleet plans, building retrofits, corporate risk assessments, tree planting, energy benchmarking, FireSmart work, active transportation and EV infrastructure, climate plan and bylaw updates, infrastructure project implementation challenges and public feedback.

Action:

- b) CRD staff to include a link to UBC study of [Saanich E-Bike Incentive Program Pilot](#) with meeting minutes.

7. Community Mobilization Discussion & Feedback

- CRD staff provided an update on research completed related to the community mobilization initiative. Members provided feedback for consideration on proposed recommendations, including:
 - Hosting a climate calculator on the CRD website like Saanich's.
 - Hosting a municipal/EA competition to encourage climate action. Councillor A. Baird created "[Municipal Survivor Climate Challenge](#)" a few years ago.
 - Sustainable operational funding for climate action for local non-profits.
 - Coordinating with CRD Arts & Culture Support Service for grant opportunities.

- Supporting youth climate action involvement, particularly through the arts.
- Focus on inspiration, hope, envisioning the future that we want.
- Support non-profit coordination.
- Look at investments through a climate lens.

8. Meeting Admin for 2025

- Confirmed that Friday mornings still work best for majority.

Actions:

- c) CRD staff to send out calendar holds for the 2025 quarterly Task Force meetings.
- d) CRD staff to work with IT to solve issues with SharePoint Collaboration Site access.

9. Adjournment

- Meeting adjourned at 11:30 am.

New Actions	Responsibility	Timeline
CRD staff to engage Task Force on CRD Climate Action Strategy renewal beginning in March 2025.	Staff	Next meeting
CRD staff to include a link to UBC study of Saanich E-Bike Incentive Program Pilot with meeting minutes.	Staff	ASAP
CRD staff to send out holds for the 2025 quarterly Task Force meetings.	Staff	Early 2025
CRD staff to work with IT to solve issues with SharePoint access.	Staff	ASAP
Past Actions	Responsibility	Timeline
Members to utilize Task Force SharePoint site to share key documents and resources between members. If you need assistance accessing the collaborative site, please contact staff.	IMTF	Ongoing
Members to provide future meeting topic requests to Manager, Climate Action Programs.	IMTF	Ongoing
CRD staff to attach the minutes from the previous meeting with future meeting invites, in addition to linking to the SharePoint collaboration site.	Staff	Ongoing