



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

Friday, December 1, 2023

9:30 AM

Room 488/MS Teams
625 Fisgard St.
Victoria, BC V8W 1R7

Present:

Councillor D. Grove (Colwood), Councillor M. Gardiner (Victoria), Councillor D. Cavens (Esquimalt), Councillor M. Wagner (Langford)

Electronic Participation: Director P. Brent (SGI EA), Councillor S. Gray (Metchosin), Councillor. T. St-Pierre (Sooke), Councillor C. Smart (Oak Bay), Councillor S. Duncan (Sidney), Director A. Wickheim (JdF EA)

Staff: N. Elliott (Manager, Climate Action Programs), M. Rowe (Climate Action Program Assistant; Recorder), M. Greeno (Community Energy Specialist), L. Hutcheson (General Manager, Parks & Environmental Services)

Regrets: Mayor P. Jones (North Saanich), Director G. Holman (SSI EA), Councillor S. Riddell (Central Saanich), Councillor A. MacKenzie (View Royal), Councillor S. Duck (Sidney), J. Brownoff (Saanich)

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

1. Welcome and Introductions

- A round of introductions was then 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 1, 2023 Climate Action Inter-Municipal Task Force meeting.

MOVED by D. Cavens, SECONDED by A. Baird

That the Agenda for the December 1, 2023 Climate Action Inter-Municipal Task Force meeting be approved as amended.

CARRIED

4. Adoption of Minutes

- Minutes from the March 2, 2023, June 2, 2023, and September 29, 2023 Climate Action Inter-Municipal Task Force meetings

MOVED by M. Gardiner, SECONDED by D. Cavens

That the minutes of the March 2, 2023, June 2, 2023, and September 29, 2023 Climate Action Inter-Municipal Task Force meetings be adopted as circulated.

CARRIED

5. Climate Action Program Updates

- N. Elliott provided background information and updates for the CRD Climate Action Service, including:
 - Heat vulnerability mapping and dashboard development and updated regional climate projections to be completed in early 2024, BC Hydro/CRD Memorandum of Understanding related to public electric vehicle (EV) chargers and community hub sites, Home Energy Navigator regional building retrofit program one year review, Zero Carbon Step Code policy updates, energy benchmarking, recent Environmental Services Committee and Board meeting motions and discussions.
 - Staff were encouraged to reach out to Councils to provide presentations on the extreme heat vulnerability dashboard in the new year and to provide Home Energy Navigator promotional materials to local building inspection offices.

Actions:

- a) CRD staff to consider how to best share information on new initiatives (i.e., heat vulnerability) directly with Councils.
- b) CRD staff to offer Home Energy Navigator program promotional materials to local government building inspection offices.
- c) CRD staff to share transportation governance meeting outcomes with meeting minutes.
- d) CRD staff to share Sue Big Oil background information with meeting minutes.

6. Exercise: GHG Reduction Policy Mapping

- In response to the CRD Board motion: “Given an increase in CRD emissions, staff to present new innovative and ambitious options and measures to reduce this trend in future years, and achieve our existing 2038 emissions target”, CRD staff, in collaboration with Introba, have been mapping out the roles and responsibilities and key policy approaches of various actors (federal government, provincial, CRD, local governments, utilities and others, to achieve GHG reduction targets.
- N. Elliott led an exercise with Task Force members identify other potential innovative policy approaches. Task Force member ideas related to carbon fees on the building and transportation sector, utilizing land use designations, new buildings related policies (embodied carbon, Zero Carbon Step Code, affordability considerations), mode-shift, ALR and forested lands protection and monitoring, existing buildings policies (Property Assessed Clean Energy program, Home Energy Navigator Program), food security, community mobilization and support and education efforts.
- Staff plan to report back to the CRD Environmental Services Committee in early 2024 on both what was heard and recommendations regarding carbon budgeting, as well as this innovative policy planning piece.
- Staff discussed potential approaches to advance efforts coming out of this work. This may

include requesting future budget amendment, utilizing climate reserve funds to fund a one-year term position to support community capacity building and mobilization and policy analysis. Task Force members indicated general support towards this approach.

Action:

- e) CRD staff to provide update to Task Force on forthcoming CRD ESC staff reports, once confirmed.

7. Emerging Topics

- Carbon budgets, targets to net zero
 - A. Baird encouraged Task Force members to watch the [EcoCity Webinar: Carbon Budgets, Targets, and Our Progress to Net Zero](#), which Ryan Mackie of the BCIT Centre for Ecocities presented to Climate Caucus on October 25, 2023.
 - Members were also encouraged to tune into the webinar held on December 7, 2023, the recording of which has yet to be released.

Action:

- f) Staff to include the EcoCity webinar recording with the meeting minutes and/or in the CRD Local Government Climate Action e-newsletter.

8. 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 Zero Carbon Step Code policy and council presentations, urban forest policies, strategic priorities and climate plan adoption, increasing staff capacity, public education and engagement, and fleet and equipment electrification.

9. Task Force SharePoint Site

- A. Baird has shared a document on [decision-making tools](#).
- Members were asked to contact Megan Rowe, Climate Action Program Assistant at mrowe@crd.bc.ca if they had any issues accessing the [collaboration site](#).

Action:

- g) Members to utilize Task Force SharePoint site to share key documents and resources between members.

10. Adjournment

- Members agreed that Friday mornings still work best for meetings in the new year.
- Meeting adjourned at 11:35 am.

Action:

- h) CRD staff to send out quarterly meeting invites for 2024.

New Actions	Responsibility	Timeline
CRD staff to consider how to best share information on	Staff	Ongoing

new initiatives (i.e., heat vulnerability) directly with Councils.		
CRD staff to offer Home Energy Navigator program promotional materials to local government building inspection offices.	Staff	Early 2024
Staff to include transportation governance meeting outcomes with meeting minutes.	Staff	ASAP
CRD staff to share Sue Big Oil background information with meeting minutes.	Staff	ASAP
CRD staff to provide update to Task Force on forthcoming CRD Board and ESC staff reports, once confirmed.	Staff	Early 2024
Staff to include the EcoCity webinar recording with the meeting minutes and/or in the Climate Action e-newsletter.	Staff	ASAP
Staff to send out Task Force meeting invites for 2024.	Staff	ASAP
Members to utilize Task Force SharePoint site to share key documents and resources between members.	IMTF	Ongoing
To provide future meeting topic requests to Manager, Climate Action Programs.	IMTF	Ongoing
Members are encouraged to look at the collaborative site for useful resources. If you need assistance accessing the collaborative site, please contact staff.	IMTF	Ongoing