

# Climate Plan: 100% Renewable Saanich Terms of Reference

**Sustainability Division**

**21 September, 2017**



# Table of Contents

1.0	Background.....	3
1.1	Context.....	3
1.2	Current Direction .....	3
1.3	Progress.....	4
1.4	Terms of Reference.....	6
2.0	Purpose & Approach .....	7
2.1	Purpose.....	7
2.2	The District's Role .....	7
2.3	Core Principles: A Systems Thinking Approach .....	8
2.2.1	Action Plan Framework.....	9
2.2.2	Relationship to Other Initiatives.....	9
2.0	Project Scope of Work.....	11
3.0	Process & Timeline.....	13
3.1	Project Timeline.....	13
2.4	Roles & Responsibilities .....	13
2.4.1	Project Technical Working Group.....	13
2.4.2	Key Stakeholder Group .....	13
2.4.3	Community Members.....	14
3.2	Project Components .....	15
4.0	Engagement.....	17
4.1	Engagement Approach .....	17
4.2	Key Stakeholders .....	18
5.0	Budget.....	19
	Appendix A: Key Stakeholder List .....	20



# 1.0 Background

## 1.1 Context

2017 marks ten years since the development of the Saanich Climate Action Plan and Climate Adaptation Plan baseline inventory and commitment by Saanich to the Federation of Canadian Municipalities (FCM) Partners for Climate Protection. The Climate Plans were developed with a 10-year timeline and an action plan aimed to achieve targets by 2020. Since adoption of the plans, climate research has progressed as have the associated targets and timelines. This is demonstrated by the ratification of the “Paris Agreement” by Canada in late 2015 within the United Nations Framework Convention on Climate Change (UNFCCC). The Paris Agreement’s central aim is to strengthen the global response to the threat of climate change by keeping a global temperature rise this century well below 2 degrees Celsius above pre-industrial levels and to pursue efforts to limit the temperature increase to 1.5 degrees Celsius. Research by the Intergovernmental Panel on Climate Change (IPCC) outlines that this equates to an 80% reduction in GHG emissions below 2007 levels by 2050, reflected in the inclusion of this target within the “BC Climate Leadership Plan” (August 2016).

The global debate relating to the implementation of this target has fuelled local discussions around a move to 100% renewable energy. Several cities have seen this as an opportunity to reinvigorate their climate action plans, committing to both an 80% GHG reduction target (below 2007 levels) and 100% renewable energy target by 2050 for both the corporation and community.

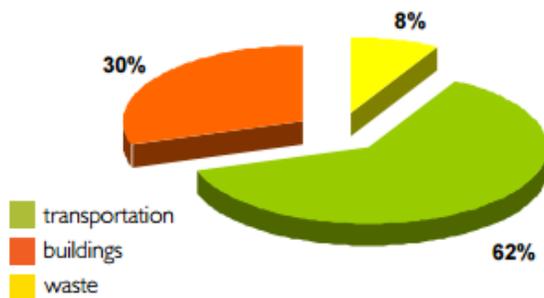
## 1.2 Current Direction

The policies adopted by Saanich Council in the Official Community Plan (OCP) express the fundamental values and goals of the community and establish the direction for achieving a collective vision. The OCP embraces three themes that Council and the community identified as core focus areas for Saanich over the next 20 years: Environmental Integrity, Social Well-Being and Economic Vibrancy.

Over the last decade, Saanich has focused on delivering each of these and has been recognized as a leader for our consistent approach to greenhouse gas (GHG) emission reductions. This recognition largely comes from Council, staff and public support for actions across both our corporation and our community as a whole. This momentum was fuelled by Council approval of the Sustainable Saanich Official Community Plan (OCP) in 2008, the Climate Action Plan in 2010 and the Climate Change Adaptation Plan in 2011.

The Climate Plans established a baseline GHG emissions inventory in 2007 (Figure 1) and committed to a corporate target of 50% GHG emission reductions by 2020 and a community target of 33% GHG emission reductions by 2020 from 2007 levels.

**Figure 1: 2007 Saanich Community GHG Inventory**



The plans included a framework and strategies to help achieve these targets, alongside prioritized actions to address the projected impacts of climate changes and increase the resiliency of the community.

Many of these actions have been implemented and great progress has been made towards the targets. However, recent climate research has indicated that greater effort is required.

### 1.3 Progress

Alongside many other Canadian cities, and despite the implementation of multiple successful programs and strategies, Saanich is not on track to meet their GHG reduction targets by 2020. Annual corporate GHG emissions were 12% below 2007 levels in 2016. However, several projects funded and completed in 2016 and 2017 are expected to result in a considerable carbon reduction to assist with moving Saanich back on track to 2020, assuming our existing assets do not fail prior to replacement, renewal or upgrade.

The difficulty with presenting progress on community GHG emissions reductions stems from the lack of current and detailed data through the Community Energy and Emissions Inventory (CEEI); the provincial framework for tracking and reporting at a community-wide scale. Albeit complete reports were provided for 2007 and 2010, the 2012 CEEI report was released just recently and did not include on-road transportation. No further CEEI reports are expected to be released. Therefore, Saanich community GHG emissions reductions can only be estimated at 6% below 2007 levels by 2012.

The current standard GHG inventory guidelines for local governments in Canada are provided by the Federation of Canadian Municipalities (FCM) Partners for Climate Protection (PCP)<sup>1</sup>. Members are now encouraged to use the *Global Protocol for Community-scale Greenhouse Gas Emission Inventories* (GPC)<sup>2</sup> and PCP Protocol: Canadian Supplement to the International Emissions Analysis Protocol. The GPC groups emissions into three categories based on where they occur (Figure 2):

- Scope 1: 'Territorial emissions' - GHG emissions from sources located within the city boundary
- Scope 2: GHG emissions occurring as a consequence of the use of grid-supplied electricity, heat, steam and/or cooling within the city boundary

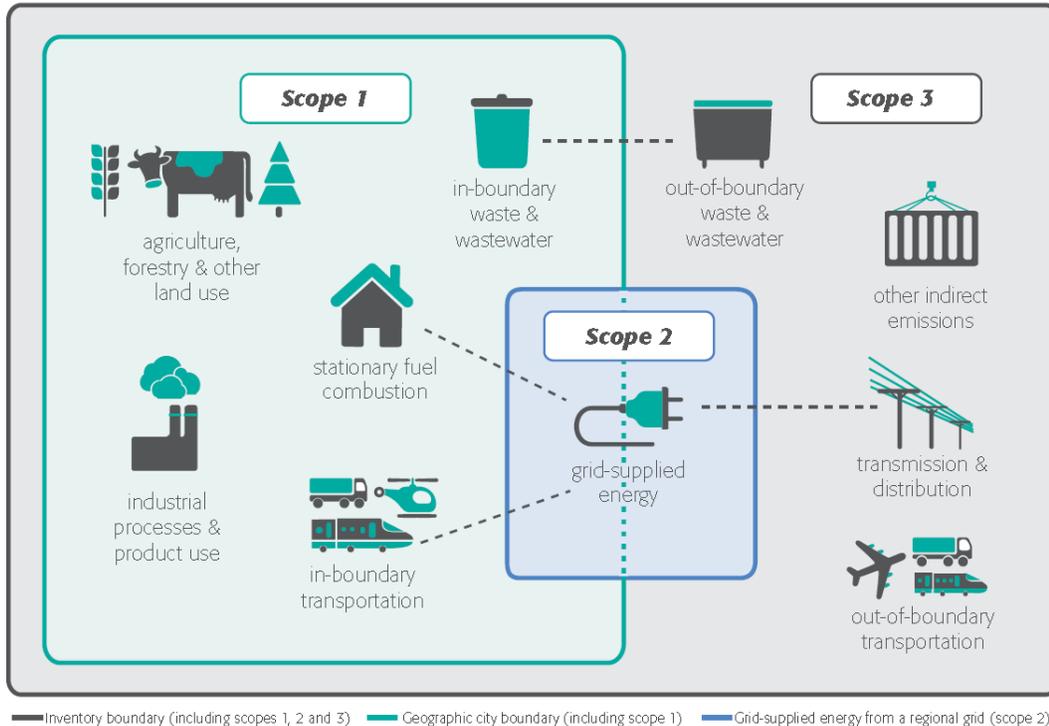
<sup>1</sup>

[www.fcm.ca/Documents/reports/PCP/Developing\\_Inventories\\_for\\_Greenhouse\\_Gas\\_Emissions\\_and\\_Energy\\_Consumption\\_EN.pdf](http://www.fcm.ca/Documents/reports/PCP/Developing_Inventories_for_Greenhouse_Gas_Emissions_and_Energy_Consumption_EN.pdf)

<sup>2</sup> [www.ghgprotocol.org/city-accounting](http://www.ghgprotocol.org/city-accounting)

- Scope 3: all other GHG emissions that occur outside the city boundary as a result of activities taking place within the city boundary.

**Figure 2: GHG Emissions Scope and Boundary**



Source: *Greenhouse Gas Protocol: Global Protocol for Community-Scale Greenhouse Gas Emission Inventories: An Accounting and Reporting Standard for Cities*, World Resources Institute, C40 Cities and ICLEI, 2012

The CEEI framework provides Scope 1 level reporting; emissions from transportation, energy use in buildings and waste. This inventory formed the basis of the Saanich Climate Action Plan. However, this does not provide a comprehensive understanding of our true community eco-footprint and the GHG emissions associated with our consumption habits.

Given this, staff are pursuing the development of a more detailed and current community GHG emissions inventory and calculator tool compliant with the GPC protocol. In addition, the District of Saanich is part of a study led by the BC Institute of Technology (BCIT) to develop an Eco-City footprint tool and consumption based GHG emissions inventory (Scope 3+). Initial outputs of the Eco-City Footprint tool, when piloted on the City of Vancouver, indicate a considerable contribution to GHG emissions from the food sector that has not previously been identified in the CEEI Scope 1 reports.

Locally, the CRD presented an updated Climate Projections report<sup>3</sup> for the 2050s and 2080s in May 2017. The study projects a considerable change to our local climate with a 520% increase in Cooling Degree Days<sup>4</sup>, triple the number of summer days above 25°C, a considerable increase in the length of dry spells in summer and increasingly extreme flooding events by the 2050s. This has significant implications for our building stock requirements, storm water management, water supply and agricultural sector and both our future emissions and need for climate change adaptation measures.

More detailed information regarding progress towards the Climate Action Plan targets and actions taken to date is included within the Climate Action Progress Report, June 2017.

## 1.4 Terms of Reference

Given this context, there is a need for Saanich to now look beyond 2020. This Terms of Reference provides the background, approach, scope and timeline for updating the Climate Action and Climate Adaptation Plans aligned with federal and provincial GHG emissions targets and with a vision for achieving a 100% Renewable Energy by 2050. The updated Climate Plan: 100% Renewable Saanich will be referred to as 'The Plan' throughout this report.

---

<sup>3</sup> <https://www.crd.bc.ca/about/data/climate-change>

<sup>4</sup> Cooling Degree Days are the number of degrees that a day's average temperature is above 18 O Celsius and people start to use air conditioning to cool their buildings.



## 2.0 Purpose & Approach

### 2.1 Purpose

The primary purpose of the Updated Climate Plan: 100% Renewable Saanich (The Plan) is to provide a long-term direction and action plan to become a 100% renewable energy community and achieve an 80% reduction in community GHG emissions by 2050. The Plan will tackle the twin challenges of climate change mitigation and adaptation and would identify the long-term strategies as well as short-term actionable items and interim targets to achieve our 2050 vision. It will build upon the existing policies, programs and initiatives already in place as an outcome of the 2020 Climate Action Plan and Adaptation Plan but will respond to the step change required to meet the ambitious long-term targets for becoming 100% renewable by 2050.

A secondary purpose is to enhance public awareness and build upon the already existing community and stakeholder commitment and support for climate change and adaptation actions that will be identified in collaboration with those community members in The Plan.

### 2.2 The District's Role

The Plan will recognize the District's role in the strategies and actions identified including where we have:

- **Control**
  - **Direct** – e.g. leading by example through our municipal infrastructure and operations, policy and regulations etc.
  - **Indirect** – e.g. through land use and transportation planning and policy, building standards, waste diversion and participation on regional decision making boards etc.
- **Influence**
  - **Direct** – e.g. policies, programs, incentives and partnerships with stakeholders, institutions, agencies and other levels of government etc.
  - **Indirect** – e.g. through advocacy, information sharing, municipally supported education programs etc.

Albeit the plan will focus on actions under the control or influence of the District, it will not be limited to those actions alone. The identification and engagement of key stakeholders and public members and the recognition of their contributions to achieving the GHG emissions reduction targets will be a critical factor for the success of the Plan. The Plan will identify synergies between groups and identify opportunities for collaboration to address climate issues.

## 2.3 Core Principles: A Systems Thinking Approach

The Plan will address the key areas of the updated Saanich community GHG inventory (GPC Basic+ inventory) and the output of the Eco-City Footprint consumption based emissions inventory pilot. As such, it will identify actions to reduce emissions from goods consumed within Saanich regardless of where they were produced (Scope 3). Actions are expected to relate primarily to energy use in transportation, buildings, food, materials and waste and would be considered in the context of our natural areas and ecosystems and the need to adapt to a changing climate.

The Plan will also recognize the interrelated nature of climate mitigation and adaptation strategies and their impact on, or influence by, the vision and goals of the Saanich community, namely Environmental Integrity, Social Well-Being and Economic Vibrancy and the six corporate themes aligned to these goals. The Plan will maximize synergies between these goals and the interrelated nature climate mitigation and adaptation actions have with each (Figure 3).

**Figure 3: Systems Framework for Reviewing Plan Actions**



An example of this approach to maximize synergies between goals and achieve multiple benefits from the identified actions is outlined below:

1. A financing program to provide upfront costs for converting Oil heating systems to heat pumps:
  - a. Assists with a move to renewable energy from a non-renewable energy source and a considerable reduction in GHG emissions (**Sustainable Environment**).



- b. Addresses the future need for air conditioning given our changing climate and projected summer temperature increases without increasing our GHG emissions (**Healthy Community**).
- c. Provides a more comfortable, healthy living environment for homeowners (**Healthy Community**).
- d. Considers affordability through the provision of full up-front costs to convert from oil to heat pump whilst tying the financial payback to the property, not the owners and enabling financial savings from reduced energy bills to fully offset the loan repayments (**Healthy Community**).
- e. Reduces the risk of environmental impacts to local ecosystems from potential oil spills or leaks (**Sustainable Environment, Service Excellence**).
- f. Could be designed to incorporate a local training program and support the renewable energy and energy management market (**Vibrant Connected Economy**).
- g. Reduces risk, liability and costs associated with potential oil spills or leaks (**Safe Community**).

### 2.2.1 Action Plan Framework

A framework should be developed as part of the Plan in order to evaluate and prioritize the potential actions in terms of ownership, role of the District and the goals they are intended to help achieve. This framework would highlight the value of actions in delivering against the multiple goals in Figure 3, how the goals are integrated, potentially impact each other and the ability to leverage resources from various stakeholders through collaboration.

### 2.2.2 Relationship to Other Initiatives

A key consideration will be to ensure the Plan both informs, and is informed by other Saanich, regional, provincial and federal plans, policies and guidelines. These include, but are not limited to those identified in Table 1.

**Table 1: Key Policies and Plans informing the Climate Plan: 100% Renewable Saanich**

Key Policies and Plans	
Pan-Canadian Framework on Clean Growth and Climate Change, 2016	Saanich Strategic Facilities Masterplan (in development)
BC Climate Leadership Plan, 2016	Saanich Active Transportation Plan (in development)
CRD Regional Climate Action Strategy, 2017	Saanich Agriculture and Food Security Plan (in development)



## Key Policies and Plans

CRD Climate Projections Plan, 2017	Saanich Local Area Plans
CRD Regional Transportation Plan, 2014	Local Municipality Climate Action Plans/ Strategies
BC Transit Victoria Transit Future Plan, 2011	University of Victoria Campus Plan, 2016
BC Transit Victoria Region Service Review, 2014	University of Victoria Sustainability Action Plan 2014-2019 and Progress Report, 2016
Saanich Official Community Plan, 2008	Camosun College Vision 2020, 2008
Saanich Climate Action Plan, 2010	Camosun College Sustainability Plan, 2014-2017
Saanich Climate Adaptation Plan, 2011	BC Sustainable Energy Association 100% Renewable Energy by 2050 Pathway for Saanich, 2017
<p>Saanich Bylaws and Policies:</p> <ul style="list-style-type: none"> <li>➤ Saanich Garbage Collection and Disposal Bylaw, 2013</li> <li>➤ Saanich Geothermal Heat Exchangers in Saanich Freshwater Ecosystems Policy, 2008</li> <li>➤ Saanich Green Building Policy, 2005</li> <li>➤ Saanich Integrated Pest Management Policy, 2010</li> <li>➤ Saanich Local Area Services and Taxes Policy, 2015</li> </ul>	<p>Saanich Bylaws and Policies:</p> <ul style="list-style-type: none"> <li>➤ Saanich Local Food Procurement Policy, 2012</li> <li>➤ Saanich Oil Burning Equipment and Flammable Liquid and Combustible Bylaw, 2014</li> <li>➤ Saanich Sanitary Sewer Bylaw, 2006</li> <li>➤ Saanich Tree Protection Bylaw, 2014</li> <li>➤ Saanich Zoning Bylaw 8200, 2003 as updated</li> </ul>

## 2.0 Project Scope of Work

The scope of work for the Plan is outlined at a high level in Table 2 and the project components are provided in more detail in Table 3.

**Table 2: Climate Plan Update: 100% Renewable Saanich Scope of Work**

Topic	Description
Vision & Targets	<ul style="list-style-type: none"> <li>• Identify the overall community targets for 2050</li> <li>• Back cast to identify interim targets</li> </ul>
Background/ Context	<ul style="list-style-type: none"> <li>• The call to action – local and global climate impacts</li> <li>• Definitions</li> <li>• Benefits – economic, social and environmental</li> <li>• Issues and opportunities analysis</li> <li>• Progress to date – including a review of actions from the Climate Action and Adaptation Plans</li> </ul>
Plan Approach, Methodology & Framework	<ul style="list-style-type: none"> <li>• Scope of GHG inventory – Scope 3 GPC &amp; consumption based</li> <li>• Systems Framework               <ul style="list-style-type: none"> <li>➢ Identifying potential areas of intervention by sector</li> <li>➢ For reviewing potential actions against goals to achieve multiple beneficial outcomes</li> </ul> </li> </ul>
Baseline Analysis & Inventory	<ul style="list-style-type: none"> <li>• Baseline community GHG emissions inventory – GPC Basic+ and consumption based &amp; limitations with data</li> <li>• Detailed analysis of emissions by sector</li> </ul>
Best Practice & Local Opportunity	<ul style="list-style-type: none"> <li>• Best practice research</li> <li>• Case studies – provincial and local focus</li> <li>• Synergies – opportunities for partnerships</li> <li>• Innovative implementation strategies:               <ul style="list-style-type: none"> <li>➢ Governance structures,</li> <li>➢ Financing options</li> <li>➢ Examples of policies, legal agreements</li> </ul> </li> </ul>

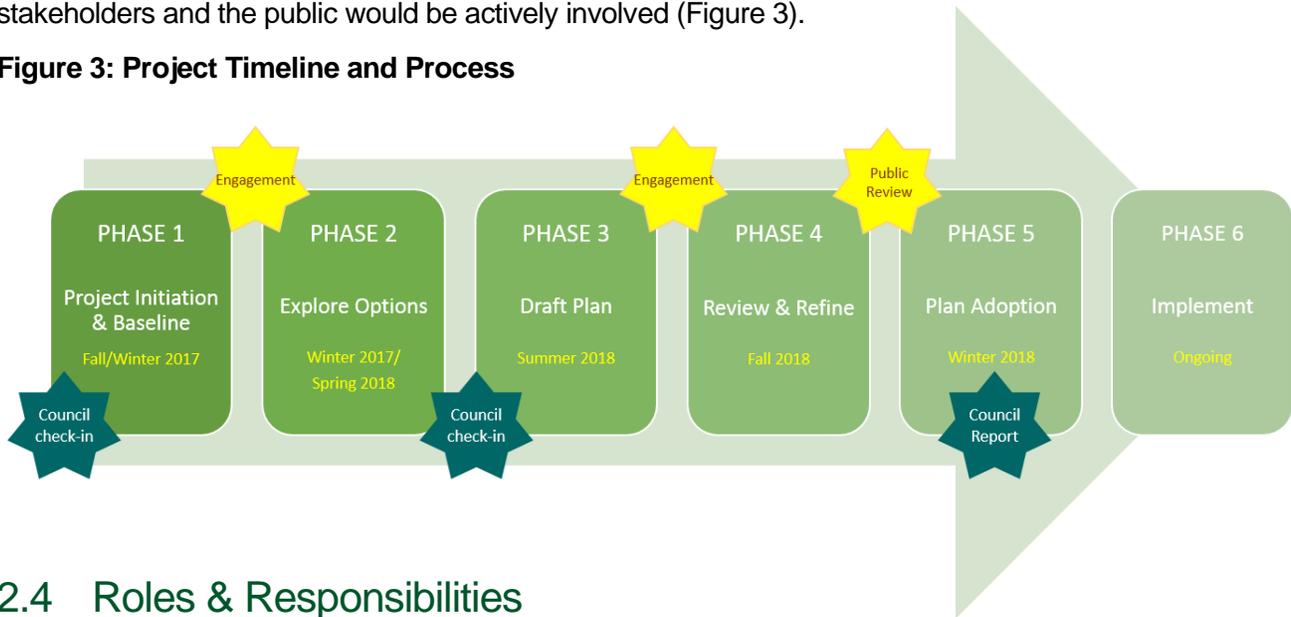
Topic	Description
Projections & Modelling	<ul style="list-style-type: none"> <li>• Projected Business As Usual energy increases for 2050 by sector and energy use type including assumptions (e.g. population projections, climate assumptions)</li> <li>• Scenario development (based upon identified actions or strategies) and analysis/modelling for achieving energy and GHG emission reductions and 100% Renewable targets</li> <li>• Consideration of climate change projections for 2050 and beyond in both the projected energy increase and scenario development (i.e. climate adaptation)</li> <li>• Identify barriers and potential solutions</li> <li>• Identify benefits to identified actions</li> <li>• Consideration of behavioural influence</li> </ul>
Action Plan	<ul style="list-style-type: none"> <li>• Identified Actions in a clear plan showing: <ul style="list-style-type: none"> <li>➢ Areas of intervention</li> <li>➢ Roles &amp; responsibilities – level of influence</li> <li>➢ Level of impact on targets and benefits to overarching goals</li> <li>➢ Prioritization (based on level of influence/effort and impact)</li> <li>➢ Implementation timeline</li> <li>➢ Timeframe and lead for individual actions - Quick wins</li> </ul> </li> <li>• Addressing both climate mitigation and adaptation</li> <li>• Communication plan and delivery of key messages and marketing material</li> </ul>
Monitoring & Reporting	<ul style="list-style-type: none"> <li>• Framework for monitoring and reporting on process</li> <li>• Standardized methodology and calculator for regular community energy emissions inventory reporting</li> </ul>

# 3.0 Process & Timeline

## 3.1 Project Timeline

The Climate Plan: 100% Renewable Saanich will be developed over a 12-18 month period in which key stakeholders and the public would be actively involved (Figure 3).

**Figure 3: Project Timeline and Process**



## 2.4 Roles & Responsibilities

### 2.4.1 Project Technical Working Group

A project working group will be established in the Project Initiation phase. The working group will consist of the project manager from the Sustainability Division, staff from across Saanich departments, technical experts as required and consultant(s). The group will provide technical expertise and advice in development of the Plan, drawing on best practice research from multiple networks appropriate to their discipline and identifying the synergies and impacts with their departmental projects and priorities. They will also support public and key stakeholder engagement, communicate information regarding the Plan back to their departmental team and review draft version(s) of the Plan.

### 2.4.2 Key Stakeholder Group

A Key Stakeholder group will also be established in the Project Initiation Phase. Their responsibility will be to provide input and expertise to the Plan development from their specific discipline and to identify potential impacts, synergies and opportunities with other key stakeholders who may have different priorities from their own. More detail regarding Key Stakeholder engagement is provided in Section 4.



### 2.4.3 Community Members

Community members will be engaged throughout the process on the issues and opportunities, to gather their feedback on the baseline, options, their concerns, aspirations and to incorporate their ideas within the final action plan. Alongside the working group and key stakeholder group, community feedback will be critical for informing the final Plan and the process of engagement will be key to increasing awareness of climate mitigation and adaptation and building support for the proposed strategies. More details on this engagement are provided in Section 4.

## 3.2 Project Components

Table 3 provides details of the planning process with project phases, activities and key deliverables.

**Table 3: Planning Process**

Phase	Activities	Key Deliverables	Duration
<b>Council Check-in – Terms of Reference &amp; Approve Targets</b>			
<b>Phase 1: Project Initiation and Baseline</b>	<ul style="list-style-type: none"> <li>• Hire consultant</li> <li>• Prepare background information and baseline data</li> <li>• Research and technical analysis of key issues and opportunities</li> <li>• Baseline community GHG emissions inventory and consumption based inventory – analysis of emissions by sector</li> <li>• Projected Business-as-Usual energy use by sector and use type by 2050</li> <li>• Best practice research on GHG reduction and 100% Renewable Energy strategies</li> <li>• Develop public engagement strategy and material</li> </ul>	<ul style="list-style-type: none"> <li>• Finalized detailed plan scope</li> <li>• Consultant hired</li> <li>• Baseline Community Energy &amp; Emissions Inventory</li> <li>• Energy use by sector</li> <li>• Public Engagement Strategy</li> <li>• Backgrounder papers on Climate topics for engagement</li> </ul>	Fall/Winter 2017
<b>Public &amp; Key Stakeholder Engagement – Input to Key Themes, Issues, Opportunities and potential Actions</b>			Winter 2017
<b>Phase 2: Explore Options</b>	<ul style="list-style-type: none"> <li>• Develop Systems Framework &amp; Key Themes</li> <li>• Identification of actions for reducing GHG emissions and moving to 100% Renewable Energy considering climate adaptation by sector</li> <li>• Scenario development (based upon identified actions) and analysis/modelling for achieving energy and GHG emission reductions and 100% Renewable targets</li> </ul>	<ul style="list-style-type: none"> <li>• Phase 1 Public Engagement Report</li> <li>• Scenario Analysis Report</li> <li>• Draft Framework (for Action Plan development)</li> </ul>	Winter 2017/ Spring 2018



Phase	Activities	Key Deliverables	Duration
<b>Council Check-in</b> – Public Engagement Report, Plan Framework, Key Themes & Scenarios			Spring 2018
<b>Phase 3: Draft Plan</b>	<ul style="list-style-type: none"> <li>• Further analysis/modelling of scenarios/actions for achieving energy and GHG emission reductions and 100% Renewable targets</li> <li>• Technical review of primary scenario(s) and final detailed analysis</li> <li>• Populate Plan Framework with draft actions → draft Action Plan</li> <li>• Internal review of Draft Action Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Draft Action Plan for engagement</li> </ul>	Summer 2018
<b>Public &amp; Key Stakeholder Engagement</b> – Review of Scenarios & modelling, input to Draft Action Plan			Summer & Fall 2018
<b>Phase 4: Review &amp; Refine</b>	<ul style="list-style-type: none"> <li>• Draft the Climate Plan: 100% Renewable Saanich</li> <li>• Internal review of updated Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Phase 2 Engagement Report</li> <li>• Draft Climate Plan: 100% Renewable Saanich</li> </ul>	Fall 2018
<b>Public &amp; Key Stakeholder Review</b> – Review of Draft Climate Plan: 100% Renewable Saanich			Winter 2018
<b>Phase 5: Plan Adoption</b>	<ul style="list-style-type: none"> <li>• Update Plan based upon public and key stakeholder feedback</li> <li>• Develop staff report</li> <li>• Council meeting</li> <li>• Public Hearing</li> </ul>	<ul style="list-style-type: none"> <li>• Draft Climate Plan: 100% Renewable Saanich</li> <li>• Council cover report</li> </ul>	Winter 2018
<b>Council Report</b> – Climate Action Plan Update: 100% Renewable Saanich Final Report			Winter 2018
<b>Phase 6: Implement, Monitor &amp; Report</b>	<ul style="list-style-type: none"> <li>• Launch of adopted Plan: Key Stakeholder and Public awareness campaign</li> <li>• Implementation of the Climate Plan: 100% Renewable Saanich</li> <li>• Monitoring corporate and community GHG emissions annually/bi-annually and reporting on progress.</li> <li>• The Plan should be flexible to change based upon progress towards targets</li> </ul>		Ongoing



# 4.0 Engagement

To be successful the Plan will have been developed using a robust and transparent engagement process, providing opportunities for all residents of Saanich and key stakeholders related to climate mitigation and adaptation, including those who are typically under represented, to increase their understanding of climate change mitigation and adaptation, gather input, and build excitement / support for the proposed strategies. Effective communication tools will have been used to garner interest and participation in engagement events and to let stakeholders and community know their input has been heard and is valued.

## 4.1 Engagement Approach

Based on the International Association of Public Participation (IAP2) spectrum of public participation, Table 4 identifies several strategies of public and stakeholder engagement that could be used for the Climate Plan: 100% Renewable Saanich. These strategies may be adapted or supplemented to help achieve a comprehensive engagement process.

**Table 4: Engagement Strategies**

	Inform	Consult	Involve	Collaborate
Public Participation Goal	To provide balanced and objective information that will keep key stakeholders and public up to date and assist them in understanding the issues, problems, alternatives, opportunities and/or solutions.	To obtain key stakeholder and public feedback on analysis, alternatives and/or decisions.	To work directly with key stakeholders and the public throughout the process to ensure that their concerns and aspirations are consistently understood and considered as part of the decision making process.	To partner with key stakeholders and the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.
Proposed Engagement Strategies	<ul style="list-style-type: none"> <li>• Project website</li> <li>• Newsletters, email updates</li> <li>• Background research papers</li> <li>• Presentations to stakeholder groups</li> </ul>	<ul style="list-style-type: none"> <li>• Surveys</li> <li>• Open houses</li> <li>• Attendance at events</li> </ul>	<ul style="list-style-type: none"> <li>• Stakeholder workshops</li> <li>• Focus topic workshops/ meetings</li> <li>• One-on-one interviews/ meetings</li> </ul>	<ul style="list-style-type: none"> <li>• Stakeholder workshops</li> <li>• Stakeholder review of documents via email</li> <li>• Open houses</li> <li>• Attendance at events</li> </ul>

## 4.2 Key Stakeholders

A draft list of key stakeholders is outlined in Appendix A and will be supplemented as the detailed plan scope is finalized and engagement is initiated. The stakeholder group was categorized as follows:

- **Other Governments**
- **Education Institutions**
- **Health Institutions & Social Agencies**
- **Environmental Agencies**
- **Economic Development Agencies**
- **Energy Industry**
- **Development Industry**
- **Transportation Agencies**
- **Food Agencies**
- **Waste & Recycling Industry**
- **Community Members**

It is recognized that each stakeholder group has different priorities and the diversity of these priorities is reflected in the core principles related to climate change. In addition, each group will have a different role to play in the Action plan for climate mitigation, adaptation and move to a 100% renewable city. The Engagement Strategy will reflect those differing priorities and the Plan will aim to identify synergies between groups to assist with mobilizing action.

The Engagement Strategy should recognize the considerable amount of community consultation already undertaken and be designed to build upon that knowledge rather than duplicating efforts and risking engagement fatigue. This includes engagement on the Saanich Active Transportation Plan, the Saanich Agriculture and Food Security Plan, the BC Sustainable Energy Association's 'Big Town Hall' and, most recently, the engagement by the City of Victoria on the development of a Climate Leadership Plan. Many of the stakeholders and topics will overlap, whilst other participants will be new to the conversation. The Engagement Strategy should be designed to encompass previous conversations and results, whilst accommodating new stakeholders to the arena.



## 5.0 Budget

The Plan will require technical staff and consultants, as well as resources from other departments, as dictated by the nature of technical issues explored in the Plan development.

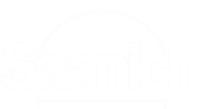
The budget for the Plan is \$100,000 over 12-18 months. Typical components included in this figure include costs for consulting work, background studies, advertising, venues, event stalls, guest speaker, supplies, printing and graphic design work.

The Plan will be developed in close consultation with other departments and will consider other District priorities, objectives and resources.

# Appendix A: Key Stakeholder List

The following table provides a draft list of key stakeholders. This list may be expanded or refined as the Plan scope is finalized and engagement is initiated.

Key Stakeholders	
<b>Saanich Council &amp; Committees</b>	
<ul style="list-style-type: none"> <li>• District of Saanich Council</li> <li>• Environment and Natural Areas Committee</li> <li>• Healthy Saanich Advisory Committee</li> </ul>	<ul style="list-style-type: none"> <li>• Planning, Transportation and Economic Development Committee</li> </ul>
<b>Saanich Departments</b>	
<ul style="list-style-type: none"> <li>• Saanich Corporate and Legislative Services</li> <li>• Saanich Engineering &amp; Public Works</li> <li>• Saanich Finance</li> <li>• Saanich Fire</li> </ul>	<ul style="list-style-type: none"> <li>• Saanich Parks and Recreation</li> <li>• Saanich Planning</li> <li>• Saanich Police</li> </ul>
<b>Other Governments</b>	
<ul style="list-style-type: none"> <li>• Esquimalt Nation</li> <li>• CRD – Climate Action Program and Inter-Municipal Working Group</li> <li>• Ministry of Energy and Mines – Electricity and Alternative Energy Division</li> <li>• Ministry of Environment - Climate Action Secretariat</li> </ul>	<ul style="list-style-type: none"> <li>• Ministry of Health – Healthy Families Program</li> <li>• Ministry of Social Development and Social Innovation</li> <li>• Ministry of Transportation and Infrastructure</li> <li>• Songhees Nation</li> <li>• Tsartlip First Nation</li> <li>• Tsawout First Nation</li> </ul>
<b>Educational Institutions</b>	
<ul style="list-style-type: none"> <li>• Camosun College</li> <li>• School District 61 and 63</li> <li>• Saanich Youth Council</li> </ul>	<ul style="list-style-type: none"> <li>• University of Victoria</li> <li>• University of Victoria Urban Development Club</li> </ul>
<b>Health Institutions &amp; Social Agencies</b>	
<ul style="list-style-type: none"> <li>• Institute of Aging and Lifelong Health</li> <li>• Saanich Volunteer Services Society</li> </ul>	<ul style="list-style-type: none"> <li>• Vancouver Island Health Authority</li> <li>• Victoria Foundation</li> </ul>



## Key Stakeholders

### Environmental Agencies

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• Coastal Invasive Plant Committee</li> <li>• Friends of Bowker Creek Society</li> <li>• Friends of Glencoe Cove</li> <li>• Friends of Knockan Hill Park Society</li> <li>• Friends of Mt Doug</li> <li>• Friends of Swan Creek</li> <li>• Friends of the Gorge</li> <li>• Friends of Tod Creek Watershed</li> <li>• Garry Oak Ecosystems Recovery Team</li> <li>• Garry Oak Meadow Preservation Society</li> <li>• Goward Springs Watershed Stewards</li> <li>• Habitat Acquisition Trust</li> <li>• Haliburton Farm</li> </ul> | <ul style="list-style-type: none"> <li>• Mt. Tolmie Conservancy Association</li> <li>• Peninsula Streams Society</li> <li>• Portage Inlet Sanctuary Colquitz Estuary</li> <li>• Prospect Lake Preservation Society</li> <li>• Pulling Together Volunteer Group</li> <li>• Rithets Bog Conservation Society</li> <li>• Saanich Inlet Protection Society</li> <li>• SeaChange Marine Conservation Society</li> <li>• Sierra Club BC</li> <li>• Swan Lake Christmas Hill Nature Sanctuary</li> <li>• The Land Conservancy</li> <li>• Victoria Natural History Society</li> </ul> |
|---|---|

### Economic Development Agencies & Business

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Greater Victoria Chamber of Commerce</li> <li>• Tourism Victoria (Greater Victoria Visitors and Convention Bureau)</li> </ul> | <ul style="list-style-type: none"> <li>• Vancouver Island Economic Alliance</li> <li>• Vancouver Island Technology Park</li> </ul> |
|--|--|

### Climate and Energy Agencies

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• BC Hydro</li> <li>• BC Sustainable Energy Association</li> <li>• Canadian Energy Efficiency Alliance</li> <li>• Canadian Earth Energy Association</li> <li>• City Green Solutions</li> <li>• Clean Energy BC</li> <li>• Clean Renewable Energy Group (OREG)</li> </ul> | <ul style="list-style-type: none"> <li>• Climate Issues Collaborative</li> <li>• Community Energy Association</li> <li>• Fortis BC</li> <li>• Pacific Institute of Climate Solutions (PICS)</li> <li>• Pembina Institute</li> </ul> |
|---|---|

### Building Development Industry

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• BC Housing</li> <li>• Canadian Home Builders Association (CHBA)</li> <li>• Capital Region Housing Corporation</li> <li>• Greater Victoria Housing Society</li> <li>• Passive House Institute</li> </ul> | <ul style="list-style-type: none"> <li>• Real Estate Foundation British Columbia</li> <li>• Urban Development Institute (UDI)</li> <li>• Vancouver Island Strata Association</li> <li>• Victoria Residential Builders Association (VRBA)</li> </ul> |
|--|---|

## Key Stakeholders

### Transportation Agencies

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Active Transportation Plan Advisory Committee</li> <li>• BC Transit</li> <li>• Better Transit Alliance of Greater Victoria</li> </ul> | <ul style="list-style-type: none"> <li>• CRD – Regional Planning</li> <li>• Greater Victoria Cycling Coalition (GVCC)</li> <li>• ICBC</li> </ul> |
|--|--|

### Food Agencies

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• Capital Region Food &amp; Agriculture Initiative Roundtable</li> <li>• Lifecycles</li> </ul> | <ul style="list-style-type: none"> <li>• Saanich Agriculture and Food Security Plan Task Force</li> </ul> |
|---|---|

### Waste & Recycling Industry

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• CRD – Parks and Environmental Services</li> </ul> | <ul style="list-style-type: none"> <li>• Victoria Compost Education Centre</li> </ul> |
|--|---|

### Community Members

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>• Faith organizations</li> <li>• General Public and Residents</li> </ul> | <ul style="list-style-type: none"> <li>• Saanich Community Associations</li> <li>• Saanich Community Association Network (SCAN)</li> </ul> |
|---|--|

### Networks

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• British Columbia Institute of Technology</li> <li>• BC Hydro and Fortis Energy Managers Forum</li> <li>• Canadian Urban Sustainability Practitioners (CUSP) Network</li> </ul> | <ul style="list-style-type: none"> <li>• Greater Victoria Acting Together for the Common Good (GVAT)</li> <li>• ICLEI Canada</li> <li>• Renewable Cities (&amp; Simon Fraser University Centre for Dialogue)</li> <li>• Urban Sustainability Directors Network</li> </ul> |
|---|---|

