



C·V·R·D

**COWICHAN VALLEY REGIONAL DISTRICT**

**NOTICE OF SPECIAL BOARD MEETING**

**DAY: WEDNESDAY**

**DATE: APRIL 27, 2011**

**TIME: → 3:15 pm**

**PLACE: BOARD ROOM**

**175 INGRAM STREET**

  
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**Joe Barry**  
**Corporate Secretary**



C·V·R·D

**SPECIAL BOARD MEETING**

**WEDNESDAY, APRIL 27, 2011**

**3:15 PM - CVRD BOARD ROOM**

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**AGENDA**

**PAGES**

1. **APPROVAL OF AGENDA:** 1-2
2. **STAFF REPORTS:**
  - SR1 Staff Report from the Manager Regional Environmental Policy Division 3-4  
Re: CVRD Energy Mapping and Modelling Project
3. **CLOSED SESSION:**

Motion that the meeting be closed to the public in accordance with the Community Charter Part 4, Division 3, Section 90, subsections as noted in accordance with each agenda item.

CSSR1 Proposed Provision of a Service {Sub (1)(k)} Verbal Report

The next Regular Board meeting is scheduled to be held May 11, 2011 at 6:00 p.m., in the Board Room, 175 Ingram Street, Duncan BC.



SR1

## STAFF REPORT

### CVRD SPECIAL BOARD MEETING

OF APRIL 27, 2011

**DATE:** April 14, 2011

**FROM:** Kate Miller, M.Sc. MCIP, LEED AP, Manager Regional Environmental Policy Division

**SUBJECT:** CVRD Energy Mapping and Modelling Project


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**Recommendation/Action:**

**That the Chair and Corporate Secretary be authorized to sign a contract with EA Energy Analyses for the Cowichan Valley Energy Mapping and Modeling (Integrated Energy Mapping and Analysis) project for a value of no more than \$167,925.90, (net of taxes and rebate).**

**Relation to the Corporate Strategic Plan:**

This supports the strategic objective of establishing sustainable communities and leading by example.

**Financial Impact:** *(Reviewed by Finance Division: )*

No additional direct CVRD expenditures are anticipated as a component of this contract as the costs are directly covered by the UBCM Gas Tax - Capacity Development Program grant of \$300,000. This program is a competitive process and does not impact the CVRD Regionally Significant Gas Tax allocation amount. Supportive staff time is currently drawn from core staff resources in the Regional Environmental Policy Division; however, some limited funds have been set aside from the budget to offset costs incurred by the CVRD and other local government GIS staff to cover their data supply and training time. The program is in the 2011 budget.

**Background:**

Eleven proposals were received in response to a Request for Proposals posted on BC Bid. Staff from the CVRD Planning and Development Department, the City of Duncan, the Municipality of North Cowichan and the Town of Ladysmith were given an opportunity to comment on the applications received for this RFP. Due to various external issues, only the Town of Ladysmith and the CVRD were able to participate in the final selection of the proponent, but it is anticipated that delegated staff from all local governments will be given an opportunity to participate on the project team. As per the CVRD purchasing policy, the Regional Board is required to approve selection of firms other than low bid tenders. The recommended firm, EA Energy Analysis, based in Denmark, specializes in energy alternatives, energy mapping and modeling as well as policy. They were selected on the basis of highest and best value based on experience, expertise and an innovative approach to the work to be done.

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This project will make use of the LiDAR data collected last fall for the East Coast of the region and expected to be available in the next month.

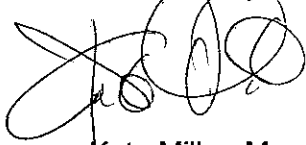
Sustainability Implications:

This project will provide core information for the future development of the Regional Sustainability Plan, as well as specific information to develop future energy based development permit areas if the Region so wishes.

The overall project has three components:


- Development of internal capacity development, information and training for planning staff and a series of workshops and educational forums for local government partners.  
**Complete**
- Development of the CVRD Regional Energy Plan and Policy Toolkit. **Currently in draft format and in review**, and
- Energy mapping and modeling.- **the focus of this contract** and includes:
  - Building a series of thematic GIS maps and associated databases of potential renewable energy resources in the region,
  - Analysis and mapping of regional energy consumption density and analysis of potentially applicable distributed energy opportunities,
  - Case study of a community or distributed energy systems
  - Analysis of opportunity costs and issues related to regional energy resilience,
  - Energy density mapping projections
  - Data support and management.

Submitted by,



Kate Miller, Manager  
Regional Environmental Policy Division

Reviewed by:  
Division Manager:



Approved by:  
General Manager:

