

Submitted date: 2023-07-28 08:35:43 Pacific Daylight Time

# LGCAP Year 2 Survey

## Introduction

Reaching [net-zero emissions](#) and adapting to a changing climate will require a whole-of-society approach. The new Local Government Climate Action Program (the Program or LGCAP) aims to catalyze the efficient flow of financial resources, data and knowledge between Modern Treaty Nations, local governments, and the Provincial Government to allow for cost effective, impactful, locally implemented climate action. For more information about the Program you can refer to the [website](#) and [Program Guide](#).

### **What is climate action?**

For the purposes of this program, a climate initiative or action is one that reduces greenhouse gas (GHG) emissions and/or strengthens resilience to the impacts of climate change (adaptation). This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate change mitigation and adaptation, and impact reduction and early warning systems.

### **Information collected will:**

- Highlight local government and Indigenous climate leadership;
- Profile action by including local government and Modern Treaty Nation emissions, resilience and climate action performance data in the annual [Climate Change Accountability Report](#);
- Help inform policy development and monitor progress on achieving provincial and local climate objectives; and
- Support provincial efforts to better collaborate with and support communities to advance climate action.

### **The survey was informed by:**

- Feedback from local governments, Modern Treaty Nations and ministerial partners;
- National and international GHG reporting protocols; and
- The [CDP](#) (global disclosure system).

## Instructions

*\*Please do not provide any personal information (e.g. email, phone number) in the survey.*

### **Survey: Word Version**

A survey template (i.e. a Word version) is available on the [Local Government Climate Action Program webpage](#). The template can be used to gather information from staff across departments. Then simply cut and paste into the online version where you'll be submitting the survey.

### **Survey: Online Version**

SimpleSurvey allows multiple users to access your survey, though two people **cannot** enter information at the same time.

- For other users to contribute to your survey, simply share the unique link with your team members.
- Users must select "Save and continue later" when they are done updating the survey but not ready to submit.

Required fields are indicated with a red asterisk (\*). You will not be able to submit the survey and attestation form without completing these fields.

- Some fields have formatting considerations (i.e. numbers only). You will not be able to submit the survey and attestation form until all required fields are completed properly. The red text error message will indicate what is needed.

### **Attestation Form**

The attestation form is filled in after survey questions are completed. It is the second page of the SimpleSurvey submission.

- The attestation form is where the Chief Financial Officer, or equivalent position, attest to the following:
  - That Local Government Climate Action Program funding has been, or will be, allocated to climate action.
  - That Local Government Climate Action Program funds held in reserve will be spent by March 31, 2025.
  - That a completed and signed version of this form and survey contents will be publicly posted by September 30, 2023.

### **Requirements**

#### **1. Reporting**

1. Report on **at least one** project linked to objectives from the [CleanBC Roadmap to 2030](#) and/or [Climate Preparedness and Adaptation Strategy](#). If your community reports one initiative related to one sector (e.g. buildings) you have satisfied this requirement. Funding for the project(s) does **not** need to come from this program.
  2. Attest that funds will be allocated to climate initiatives before submitting your survey.
  3. For communities with populations of 15,000+, measuring and reporting local government or Nation's corporate emissions is required.
- Optional open-ended questions asking for one or more initiatives related to climate action may be highlighted in the LGCAP Year 2 Summary Report or other Program materials to acknowledge innovative local climate solutions.

#### **2. Deadline to submit the survey & attestation form**

- The deadline for submitting your survey and attestation form is 4 PM PDT on July 31, 2023.

#### **3. Posting the survey & attestation form publicly**

- The design / format of the form **can** be changed however all information from required questions must be included.
- Optional questions and answers can be omitted.
- The deadline to post the survey and attestation form publicly is September 30, 2023.

## Download a copy for your records!

Once submitted, you can **download a copy of the completed survey** and attestation form (PDF, Excel, and Word options). If you close this window before the download link appears, please reach out for a copy of your submission.

## Support

If the survey is accidentally submitted, a submitted survey needs to be revised, or if you have any questions, please reach out to us at [LGCAP@gov.bc.ca](mailto:LGCAP@gov.bc.ca). We will be happy to provide assistance.

Thank you!

The LGCAP Team

# The Survey

## Climate Action Planning

Climate Action Plans are strategic roadmaps that identify how an organization will reduce their greenhouse gas (GHG) emissions (mitigation), increase their resilience to the impacts of climate change (adaptation), or a combination of both.

To answer the following questions, consider staff that contribute to activities that reduce greenhouse gas (GHG) emissions and/or strengthen resilience and the ability to adapt to climate-induced impacts. This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate change mitigation and adaptation, and impact reduction and early warning systems.

Question 1: How many staff in full time equivalents (FTEs) are dedicated to working on climate action?

For example: Can include staff in engineering, emergency management, sustainability, transportation, waste management, etc. If a staff member is a climate action coordinator and works 100% on climate-related issues, add 1.0. If a staff member works approximately 25% (please estimate) on climate-related issues, add 0.25. Working on climate-related issues does not need to be written into the staff member's job description to be counted here.

2.5

Question 2: Does your local government or Nation have a climate action plan or other guiding document(s)?

Yes

Please select the type of plan(s) from the list.

Standalone mitigation plan

Standalone adaptation plan

Standalone energy-related plan

Please indicate the date the plan was adopted/approved.  
If you don't remember the month, you can enter "01" for January.

2021-01

Please include a link to the document or webpage if available.

2021 Regional Climate Adaptation Strategy: <https://www.cvrld.ca/2101/Climate-Change>, 2015 Strategic Energy Management Plan (Corporate): <https://www.cvrld.ca/2324/Climate-Mitigation>, 2012 Regional Energy Strategy (Community Energy Mapping and Modelling project): <https://www.cvrld.ca/2324/Climate-Mitigation>

Question 3: Has your local government or Nation declared a climate emergency?

Yes

Question 4: Please select the top 3 challenges impeding the advancement of climate action in your community.

Lack of staff capacity or expertise.

Lack of financial resources.

Lack of data or information.

## Corporate Greenhouse Gas Emissions

Measuring corporate emissions is a Program requirement for all communities with a 2020 population of 15,000 and above ([see population statistics here](#)). Corporate GHG emissions are those produced by the delivery of local government or Modern Treaty Nation “traditional services” including:

- Fire protection,
- Solid waste management,
- Recreational / cultural services,
- Road and traffic operations,
- Water and wastewater management, and
- Local government administration.

Please see the following resources for guidance:

- [Scope Summary Document](#),
- [Corporate Inventory Reporting Tool](#),
- [Becoming Carbon Neutral Guidebook](#) (Scope),
- [Carbon Neutral Workbook](#) (Scope),
- [Contracted Services Emissions Guidance](#),
- [Contracted Emissions Calculator](#),
- [2022 BC Best Practices Methodology for Quantifying GHG Emissions](#), and
- [Emission Factors Catalogue](#).

Question 5: For the 2022 calendar year, has your local government or Nation measured and reported associated corporate GHG emissions?

Yes

If your local government or Nation measured 2022 corporate GHG emissions, please report the number of corporate GHG emissions from services delivered directly by your local government (in tonnes of carbon dioxide equivalent).

713

If your local government or Nation measured 2022 corporate GHG emissions, please report the number of corporate GHG emissions from contracted services (in tonnes of carbon dioxide equivalent).

31.5

If your local government or Nation measured 2022 corporate GHG emissions, please report the total number of corporate GHG emissions from both directly delivered and contracted services (in tonnes of carbon dioxide equivalent).

This would be the sum of the two questions above.

745

Optional: Please indicate how many tonnes of CO<sub>2</sub>e are associated with facilities.

488.1

Optional: Please indicate how many tonnes of CO<sub>2</sub>e are associated with mobile sources.

257

## Community-Wide Greenhouse Gas Emissions

B.C. Climate Action Charter signatories have committed to measuring and reporting their community-wide GHG emissions generated from all GHG sources (anthropogenic) within their community boundary.

The Community Energy and Emissions Inventory (CEEI) initiative provides a provincial framework for tracking and reporting energy and GHG emissions at a community-wide scale. It is published with a two-year lag, however, raw data can be requested by local governments that wish to measure and report their community-wide emissions for the buildings and solid waste sectors ahead of publication.

The Climate Action Secretariat (CAS) is aware that some local governments are developing their own community-wide GHG emissions inventories (separate from the provincial CEEI) . A better understanding of community-wide emissions measurement across B.C. will help CAS as we upgrade CEEI.

Question 6: For the 2022 calendar year, have community-wide GHG emissions been measured for your local government or Nation?

No

If not, please select all that apply from the list.

No, we do not measure and report community-wide emissions data due to lack of financial capacity.  
No, we do not measure and report community-wide emissions data due to lack of staff and technical capacity.  
No, we do not measure and report community-wide emissions annually. (Please indicate most recent year completed: YYYY)  
2012

If not, has your community or Nation measured and reported community-wide emissions in the past?

Yes

When was the last year your community or Nation reported its community-wide emissions and what is the interval for reporting (ex. every 5 years)?

2012

Question 7: Currently, the Province's legislated GHG emission reduction targets are 40% by 2030, 60% by 2040 and 80% by 2050, relative to 2007. Please state your local government or Nation's target(s).

2030

Reduction (format: e.g., 40%)

40%

Baseline Year (format: 2007)

2007

2050

Reduction (format: e.g., 40%)

80%

Baseline Year (format: 2007)

2007

Question 8: The Province has also committed to introducing a target of net-zero emissions by 2050. Does your local government or Nation have a net-zero or carbon-neutral emissions target?

No

Question 9: If data was provided by the Province, which three supporting indicators would be most valuable to your local government or Nation to advance climate action?

Housing type: Private dwellings by structural type

Floor area: Average floor area by building category and era

Commute by mode: Employed labour force by mode of commute

## Provincial Policy Alignment - Mitigation

The CleanBC Roadmap to 2030 is B.C's plan to meet provincial emissions reduction targets to be

40% below 2007 levels for 2030 and set on course to reach net-zero emissions by 2050.

One requirement of this Program is that you must **report on a minimum of one project** linked to objectives from the [CleanBC Roadmap to 2030](#) and/or [Climate Preparedness and Adaptation Strategy](#) (CPAS). Funding does **not** need to come from this program. For questions 10-12, if your community reports one initiative related to one sector (e.g. buildings) you have satisfied this requirement. That said, please select all that apply.

Question 10: Please indicate all climate initiatives your local government or Nation had in-progress or completed in the 2022 calendar year related to the buildings sector.

The buildings and communities sectoral target for the province is 59% to 64% emissions reductions by 2030.

Not applicable

Optional: Please highlight a community project(s) that was in-progress or completed in the 2022 calendar year related to buildings.

*Planning for consideration of step code adoption was in progress at the end of 2022.*

Question 11: Please indicate all climate initiatives your local government or Nation had in-progress or completed in the 2022 calendar year related to the transportation sector.

The transportation sectoral target for the province is 27% to 32% emissions reductions by 2030.

Improving or expanding public transportation

Active transportation planning

Active transportation infrastructure investments

Electric vehicle charging infrastructure investments

Optional: Please highlight a community project(s) that was in-progress or completed in the 2022 calendar year related to transportation.

*The CVRD is currently developing a Regional Active Transportation Plan. The plan seeks to promote accessible, safe, convenient and enjoyable transportation options as an alternative to the private automobile. The project will not only explore multi-modal network connections throughout the region, but also, it will endeavor to tackle some of the most challenging issues we are currently facing, including climate change and equity. The Plan was drafted in 2022 and is anticipated to be finalized in 2023. More information can be found here: <https://www.planyourcowichan.ca/regional-active-transportation-plan>*

Question 12: Please indicate all climate initiatives your local government or Nation had in-progress or completed in the 2022 calendar year related to community-wide action.

Complete, compact communities

Organics diversion

Circular economy or zero waste strategy

Other

*We have applied for a Complete Communities Assessment Grant to UBCM for \$150,000 which will support the development of Local Area Plans*

### Complete, Compact Communities - Please select all that apply.

See Complete Communities Guide and Program for supports advancing identified community goals through the creation of more complete, compact and energy efficient communities.

Urban containment boundaries

Official Community Plans

### Optional: Please highlight a community project(s) that was in-progress or completed in the 2022 calendar year related to community-wide action.

*The CVRD is modernizing the Official Community Plan for the Electoral Areas (OCP Bylaw 4373). The OCP sets out a vision for the electoral areas over the next five to ten years consistent with Cowichan 2050. The modernized OCP Bylaw 4373 introduces a new land use planning framework, comprising a transect model and new land use designations, to address the opportunities and challenges our communities face today. The Cowichan 2050 Regional Collaboration Framework was initiated by the CVRD in September 2017. In part, the project grew out of the CVRD's 2016 Corporate Strategic Plan, which identified a need for a regional planning strategy or framework to support more sustainable and coordinated growth and development in the CVRD. Additional information can be found here: <https://www.planyourcowichan.ca/the-modernized-official-community-plan-mocp>*

## Provincial Policy Alignment - Resilience and Adaptation

The goal of climate adaptation is to reduce risk and vulnerability associated with climate change impacts. To manage climate impacts, local governments and Nations are integrating adaptation principles into decisions and everyday activities. One requirement of this program is to report on projects linked to one or more objectives from the CleanBC Roadmap and/or the CPAS.

One requirement of this Program is that you must report on **at least one or more** project(s) linked to one or more objectives from the [CleanBC Roadmap to 2030](#) and/or [Climate Preparedness and Adaptation Strategy](#) (CPAS) in Questions 10-13. If your community reports one initiative related to one sector you have satisfied this requirement, but please select all that apply for Questions 10-13.

### Question 13: Please indicate all initiatives your local government or Nation completed or had in-progress in the 2022 calendar year to adapt to and build resilience to climate impacts.

Undertaking or completing a risk assessment or Hazard Risk Vulnerability Assessment (HRVA)

Addressing current and future climate risks through plans, adaptation measure implementation, programs, service delivery, asset management and/or other functions.

Collaboration with other communities on resilience planning/initiatives

Hydro climatological data collection

Monitoring climate risks (floods, wildfire, etc.)

Public engagement on climate risks and actions

Providing training (adaptation and mitigation skills)

Creation of policy/procedures to affect change (putting climate considerations into decision-making processes)

Creating data systems to support climate action

Developing emergency/hazard response plans



Optional: Please highlight one or more climate adaptation project(s) that were completed or in-progress in the 2022 calendar year to reduce risk and increase resilience.

*Flood management on the Chemainus River is a challenging proposition. The watershed is prone to rapid increases in water levels in response to intense rain and snow events, leading to downstream flooding which occurs with little warning. During a flood, the stream channel is rapidly overwhelmed and floodwaters fill most of the valley bottom. In some areas the depth and/or velocity of floodwaters presents a risk to life safety along with causing major damage to homes, businesses and public infrastructure.*

Question 14: Has a climate risk and vulnerability or similar assessment been undertaken for your local government or Nation?

No

If not, please select one or more options from the list.

No, but we are currently undertaking one and it will be complete in the next two years.

Question 15: What are the most significant climate hazards faced by your jurisdiction and what is the timeframe of their expected impact to your community?

For each selection, please then indicate if the timeframe of their expected impact is short, medium, long or not sure. (short [current/by 2025]; medium [2026-2050]; long [beyond 2050])

Extreme heat and heat stress

*Short*

Water shortages

*Short*

Wildfire

*Short*

Overland flooding

*Short*

Coastal flooding, storm surge events and/or other coastal hazards

*Medium to Long*

Wind, rain, and other storm events

*Short*

Ecological impacts (examples of ecological impacts include biodiversity loss and erosion)

*Short*

**Question 16:** What information do you need to know to be able to plan effectively for the future of your community, with respect to the impacts identified in Question 15? Please select one or more of what you consider the most valuable types of information for planning.

Local observations and/or Indigenous knowledge  
Localized climate modelling and projected scenarios  
Assessment of potential community impacts  
Assessment of community vulnerabilities  
Risk assessment of hazards  
Mapping of climate change impacts and hazards  
Technical expertise to implement solutions  
Community/stakeholder engagement and support  
Information on partnership opportunities  
Examples of actions taken by other communities

**Question 17:** Based on the hazards you indicated as most significant in Question 15, which groups are most vulnerable to the impacts of climate hazards?

Low-income households  
Indigenous Peoples  
Racialized communities  
Newcomers to Canada (immigrants and refugees)  
People experiencing homelessness  
Seniors  
Women and girls  
Persons with disabilities  
LGBTQIA2S+: Lesbian, Gay, Bisexual, Transgender, Queer or Questioning, Intersex, Asexual, Two-Spirit, and additional sexual orientations and gender identities

Question 18: Of the hazards identified in Question 15, please specify the associated adaptation measures completed or in-progress in the 2022 calendar year, if any.

If entering a hazard under "Other", please also write the hazard in the "Adaption measure" textbox.

#### Water shortages

##### Adaptation measure

*Completed shoreline assessment and preliminary design for weir replacement at Cowichan Lake.*

#### Overland flooding

##### Adaptation measure

*Completed floodplain mapping and preliminary management plan for the Chemainus River*

#### Coastal flooding, storm surge events and/or other coastal hazards

##### Adaptation measure

*Plan from Chemainus River including coastal flooding from storm surge and sea level rise*

#### Ecological impacts

##### Adaptation measure

*Expansion of Invasive Plants Bylaw to include an additional plant*

#### Other

##### Adaptation measure

*Establishment of the Climate Adaptation Implementation Plan*

## Equity

Taking an equity-informed approach to climate action is about enhancing climate resilience for everyone in B.C., regardless of where and how they live and requires a just approach that integrates equity considerations into climate planning and adaptation responses.

Question 19: How does your community ensure equitable access to and distribution of climate action opportunities and benefits?

Please select all that apply.

By engaging with equity seeking groups/frontline communities most impacted by climate policy and change.

Optional: Please highlight a climate initiative completed or in-progress in the 2022 calendar year that promotes equity and inclusion.

*The Chemainus Flood Management Plan development included on site meetings with Halalt First Nation and members of the broader community. These meetings allowed for the gathering of input to understand issues and solutions in a way that was accessible, visually informative and involved the least amount of travel for participants.*

## LGCAP Year 1 Funding

The Program must be able to demonstrate the impact this funding has on greenhouse gas emissions reductions and resilience and adaptation in B.C. To substantiate the Program, we must develop a baseline understanding of where local governments and Nations are at with respect to climate action and track progress over time.

Please do your best to specify how much of your LGCAP funds was invested for each initiative undertaken without double counting.

Question 20: What did/will your local government or Nation spend its LGCAP funding on for year one of the Program (2022)? Please select all that apply and indicate the total dollar value associated with each initiative.

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25). If selecting "Other", please write both the item and the amount of funding in the textbox.

Energy study

82,041

Vulnerability and risk reduction strategy

20,000

Corporate emissions inventory measurement and reporting

42,041

Optional: Please highlight the initiative(s) your local government or Nation's LGCAP year one funding will support.

*The development of a Community Energy and Emissions Plan. Update the 2012 Community Energy Strategy to include updated input data for climate projections, project costs and new actions to support energy and GHG reduction across the community.*

Question 21: How much additional funding for climate action were you able to invest by leveraging your LGCAP funds? This could include matching grants as well as private investment.

Format: no dollar sign and up to two decimal places

0

Question 22: Please estimate the total investment in climate mitigation your local government or Nation made in 2022, including from sources beyond your LGCAP funds. For guidance, this includes (but is not limited to): integrating climate change mitigation (i.e. GHG reduction) measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, and increasing human and institutional capacity with respect to climate change mitigation.

Format: no dollar sign and up to two decimals If no estimate is possible, please provide 0 as an answer.

0

Question 24: Please estimate the total investment in climate adaptation and resilience your local government or Nation made in 2022, including from sources beyond your LGCAP funds. For guidance, this includes all actions that strengthen resilience and the ability to adapt to climate-induced impacts. Examples include (but are not limited to): addressing climate-related hazards; integrating adaptation measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate adaptation, and impact reduction and early warning systems.

Format: no dollar sign and two decimal places If no estimate is possible, please provide 0 as an answer.

300000.00

**Question 25: Does your community or Nation use a formal framework to apply a climate lens on infrastructure planning and decision-making?**

This could include the Provincial preliminary GHG assessment guidance, the Federal climate lens guidance, or another climate lens framework.

No

**Question 26: What is the value in the Program's continuity for your community?**

Optional Note on posting the survey publicly: - Optional questions and responses such as this one can be omitted. - The Province will use the information for internal purposes only. - When posting the survey publicly, the design / format of the form can be changed. - All information from required questions must be included.

*The program is highly valuable for supporting these projects that do not have any core funding. These projects include the development and implementation of a community energy and emissions plan, a corporate energy and emissions reduction plan and the incorporation of our risk assessments into Official Community Plans*

## Local Government Climate Action Program Attestation Form

Instructions for the Attestor (CFO or equivalent staff person):

Complete and sign this form by filling in the fields below.

I, the Chief Financial Officer, or equivalent position, attest to the following:

1. That Local Government Climate Action Program funding has been, or will be, allocated to climate action.
2. That Local Government Climate Action Program funds held in reserve will be spent by March 31, 2025.
3. That a completed and signed version of this form and survey contents will be publicly posted by September 30, 2023.

Attested by (first name, last name)

*Tracy Bowen*

Professional title

*Acting Chief Financial Officer*

Local government or Modern Treaty Nation

*Cowichan Valley Regional District*

Date

*2023-07-28*

Attestor signature

*Signature captured*

A handwritten signature in black ink that reads "Bewen". The lettering is cursive and fluid, with a prominent initial 'B'.