



Town of East Gwillimbury

DEVELOPMENT & LEGAL SERVICES REPORT P2007-77

To: Committee of the Whole Council

Date: November 5, 2007

Subject: *Thinking Green!* Sustainability Strategy Status Update

Origin: Development & Legal Services, Policy Planning Branch

RECOMMENDATIONS:

- 1.1 **THAT** Development & Legal Services, Policy Planning Branch Report P2007-77, dated November 5, 2007 re: *Thinking Green!* Sustainability Strategy Status Update, be received;
- 1.2 **THAT** Council continue to support the development of the Partners for Climate Protection (PCP) framework and Community Energy Plan (CEP) with respect to the application for funding through the Federation of Canadian Municipalities (FCM) Green Municipal Fund (GMF);
- 1.3 **THAT** Council refer funding for the CEP project to the 2008 budget discussions.

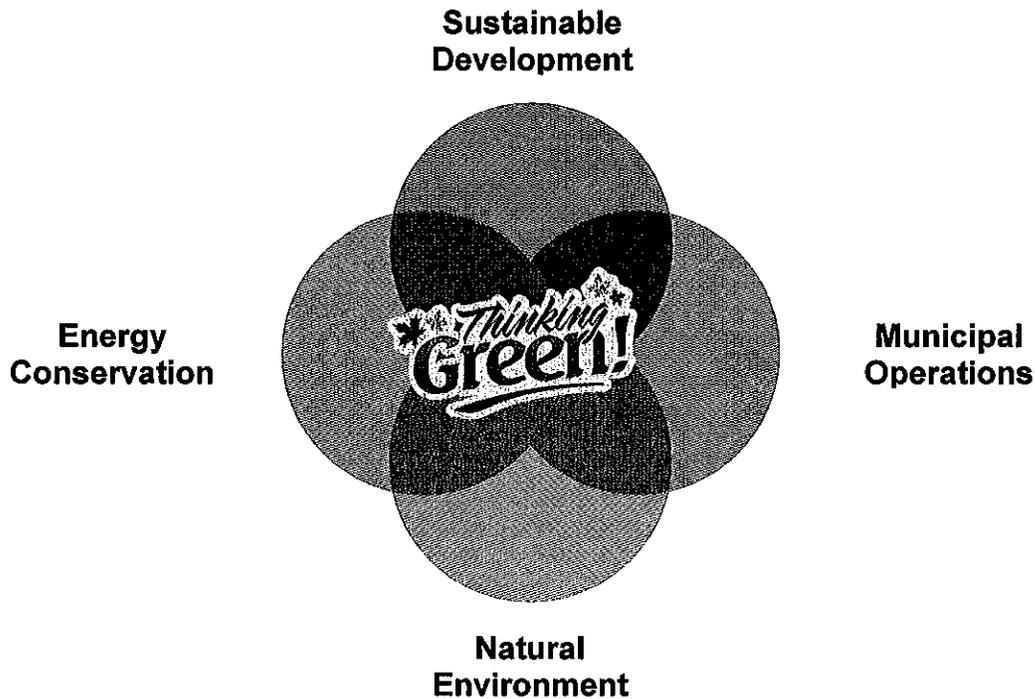
PURPOSE:

The purpose of this report is to provide Council with a status update for the *Thinking Green!* Sustainability Strategy. This report outlines the Town's current programs underway in the four main areas, as well as potential initiatives the Town is recommending for the short term and initiatives that will be further explored over the long term.

BACKGROUND:

On March 5, 2007, Council passed a resolution establishing the Town's *Thinking Green!* Sustainability Strategy. The *Thinking Green!* Strategy organizes East Gwillimbury's environmental and sustainability initiatives into four areas:

- Energy Conservation;
- Natural Environment System;
- Municipal Operations and Practices;
- Sustainable Development.



The Town has moved forward with many initiatives and programs, including the establishment of a *Thinking Green!* cross-functional staff committee, implementing a summer dress code with associated air conditioning adjustments, placing waste and recycling containers within Town parks and facilities, a Mercury Switch By-Law, the Source Separated Organics (SSO) Program, an annual Town-wide Litter Clean Up, a hybrid vehicle policy pertaining to the Town's fleet, and an Anti-Litter campaign. Honeywell is also currently completing energy audits on 12 Town facilities to identify building retrofits that will improve energy efficiency, as well as outline the costs associated with bringing existing facilities up to LEED standards.

The Town's green building initiatives have been recognized with two prestigious awards. The Federation of Canadian Municipalities (FCM) presented East Gwillimbury with an award in 2007 for the Town Energy Star™ Standards for New Homes. The Town also received a Clean Air Day award at the 2007 Smog Summit in Toronto, for Outstanding Leadership in Increasing the Energy Efficiency of New Construction with respect to the Town's LEED™ policy for the employment sector.

DISCUSSION AND ANALYSIS:

In addition to the various initiatives already established under the *Thinking Green!* Strategy, staff are moving forward with the exploration and implementation of several other programs. The charts attached as *Appendix 1* through *4* outline some of the programs and policies the Town has already initiated, as well as some proposed initiatives that can be implemented within the short

term and other various ideas that Town staff are exploring for future implementation with the four areas for the comprehensive *Thinking Green!* strategy.

AREA No. 1- Sustainable Development

Dillon Consulting has been retained to help the Town develop sustainable development policies for the Town's consolidated OP, including the consideration of a rating system. This work and the development of a checklist are intended to establish sustainable policy work based on the three principles of sustainability: social, economic and environmental.

AREA No. 2- Energy Conservation

Partner for Climate Protection (PCP) and Community Energy Plan (CEP)

In March 2007, Council passed a resolution initiating the Town's membership in the Partners for Climate Protection (PCP) program, marking the Town's commitment to reduce greenhouse gas (GHG) emissions and address climate change.

The PCP program is based on a five milestone framework used to guide municipalities to reduce GHG emissions. The five milestones are:

1. Creating a greenhouse gas emissions inventory and forecast;
2. Setting an emissions reductions target;
3. Developing a local action plan;
4. Implementing the local action plan or a set of activities; and
5. Monitoring progress and reporting results.

In April 2007, the Town held its first Sustainable Community Forum, which brought together provincial, municipal and community stakeholders to launch the Town's *Thinking Green!* Sustainability Strategy. Keynote speaker Peter Garforth of Garforth International identified a series of actions that the Town could pursue, such as establishing climate change as a priority and tracking greenhouse gas emissions and energy footprints within the community. As a result, Staff recommended that the Town research and explore opportunities for the development of a Community Energy Plan (CEP), in consultation with Garforth International. The development of a CEP coincides nicely with the Town's PCP program, in terms of establishing an energy and emissions inventory, setting targets, developing and implementing initiatives aimed at conserving energy and reducing greenhouse gases.

Staff submitted an application for funding through the Federation of Canadian Municipalities' (FCM) Green Municipal Fund (GMF) to help fund the establishment of a CEP and as a result, steps 1, 2, and 3 of the PCP milestone framework as outlined above. The total cost for developing a CEP including consultant fees has been estimated at \$250,000. Staff are requesting that 50% be funded through the GMF, as GMF grants can cover up to 50% of the total eligible costs of an approved sustainable community plan. Town staff have been successful at passing the initial phase of the application process and are moving forward with the second part of the application, which is due in December 2007. Staff will report back to Committee at a later date

with an update on the status of the PCP and CEP initiatives. Since the GMF grant will only cover 50% of the costs it is necessary to explore other funding opportunities and the CEP project should be included in the 2008 budget discussions.

AREA No. 3- Natural Environment

Natural Heritage System

The Town retained Beacon Environmental to provide a comprehensive update to the Town's Natural Heritage System (NHS) in terms of both mapping and a policy approach. Staff continue to work with Beacon on finalizing the policy framework and refining the mapping exercise for the NHS update. Staff will also continue to research and develop a land securement strategy, as well as a restoration and enhancement strategy.

GTA Clean Air Council (CAC)

Town staff have attended a few GTA CAC meetings throughout the year and receive regular educational correspondence from the group outlining current studies and initiatives underway across the GTA. Staff recommend that the GTA CAC registration fee of \$750 be referred to the 2008 budget discussions to formalize the Town's membership with the GTA CAC.

Thinking Green! Awards Program

Another new initiative this year was the launch of Council's *Thinking Green!* awards that were presented alongside the Volunteer Awards at the Town's Community Appreciation Night on October 18, 2007. These awards recognized outstanding individuals, groups and/or businesses who inspire others by their actions to protect and enhance the environment and help celebrate the Town's commitment to the environment.

AREA No. 4- Municipal Operation & Practices

Green Purchasing Policy

Based on the direction given at the July 16, 2007 CWC meeting, Staff are reviewing the Town's current purchasing policy with respect to establishing a more sustainable policy. This will ensure that the short and long term costs (economic & environmental) of products and services are factored into all acquisition decisions. Staff will report back to Council at a later date.

Thinking Green! Cross-Functional Staff Committee

A meeting of the *Thinking Green!* cross-functional staff Committee took place on July 13, 2007, to discuss potential ideas and programs that could be incorporated into the *Thinking Green!* Strategy. A number of suggestions were brought to the table and represent both short and long term goals that have potential application for the Town of East Gwillimbury in relation to each of the four themes of the *Thinking Green!* Strategy (see *Appendices 1 to 4*). Staff recommend that the short term initiatives listed below be considered by Council for implementation:

Electronic Distribution of Material

Town staff would like to incorporate more electronic distribution of materials into daily work practices whenever possible, specifically at the Civic Center. Recent approval of the installation of projectors within the Council Chambers will help integrate more electronic presentations into Council meetings and various working sessions. This will help reduce its paper usage. Staff should be encouraged to consider the following initiatives:

- Reverting back to the previous practice of electronic newsletters
- Limiting PowerPoint presentation print-offs
- Continue to encourage double-sided print-offs for large files

Updating The Thinking Green! Website

The *Thinking Green!* section of the Town's website could be updated or enhanced with additional information regarding energy and water saving tips, available rebates and various innovative products and initiatives. Examples include:

- Rebates Available through the Ontario Power Authority's Cool Savings Rebate Program
- Energy Star® qualified products
- Federal and Provincial initiatives and programs
- New environmentally friendly products and services available
- Energy and water saving tips

In addition, an online survey could be added to the *Thinking Green!* page to enable public comments and ideas website regarding sustainable initiatives the Town could explore.

Thinking Green! Information Kiosks and Suggestion Boxes

Town staff recommend that funds be allocated in the 2008 budget for the purchase of two Information Kiosks that will cost between \$500 and \$1000 each to display information in the Civic Centre Atrium. One kiosk will showcase *Thinking Green!* information with respect to various environmental initiatives, products, programs and initiatives. The second kiosk will offer economic development information to builders and homeowners outlining sustainable construction methods, materials and resources available.

Town staff also recommend that suggestion boxes be located in the Civic Center to provide an opportunity for staff and the general public to offer comments and suggestions with respect to the Town's *Thinking Green!* Strategy.

NEXT STEPS

Staff will continue to develop the GMF funding application for the CEP and PCP frameworks and provide status updates to Council on a regular basis. The *Thinking Green!* cross-functional staff committee will hold regular meetings to establish and explore new sustainable initiatives and programs that the Town could incorporate into the *Thinking Green!* strategy.

NEED FOR PUBLIC CONSULTATION

No public consultation is required at this point in time, but public and stakeholder consultation sessions will be incorporated into the CEP and PCP program. In addition, educational information will continue to be provided on the Town's website under the *Thinking Green!* section and through information packages to be made available through the *Thinking Green!* Information Kiosks.

ALIGNMENT WITH STRATEGIC PLAN

This report is aligned with the first Strategic Pillar of the Strategic Plan, to Protect and Enhance the Environment. It specifically refers to "develop strategies to ensure that the Town of East Gwillimbury is a model community for environmental stewardship" and "promote clean air policies and initiatives".

FINANCIAL IMPLICATIONS

The following items should be referred to the 2008 budget discussions:

- Two information kiosks will cost roughly \$500 to \$1000;
- The GTA Clean Air Council membership fee of \$750;
- Funding for the PCP and CEP projects is expected to be in the \$100,000 range.

The total cost for developing a CEP including consultant fees has been estimated at \$250,000 through the proposal received from Garforth International, of which staff are requesting that 50% be funded through the GMF. Staff continue to explore other funding opportunities, but recommend that the CEP project be incorporated into the 2008 budget discussions.

ATTACHMENTS

Appendix 1 through 4: Area Specific Programs and Initiatives

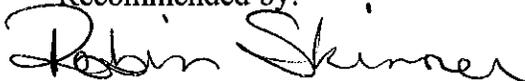
This report has been reviewed by the Senior Management Team.

Prepared by:



Mike Watters, B.A.
Strategic Energy Initiatives Specialist (Contract)

Recommended by:



Robin Skinner, B.E.S.
Environmental Planner



Dan Stone, MCIP, RPP
Manager of Policy Planning

Submitted by:

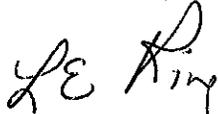


Don Sinclair, General Manager
Development & Legal Services



Wayne Hunt, General Manager
Community Programs & Infrastructure

Submitted by:

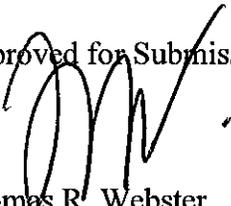


Lucille King
Director of Corporate Services/Municipal Clerk



Rebecca Mathewson
Director of Finance/Treasurer

Approved for Submission



Thomas R. Webster
Chief Administrative Officer

Encl. (November 5, 2007)

AREA No. 1 – Sustainable Development

ACTION ITEMS	DESCRIPTION	RESPONSIBILITY	STATUS
Energy Star	Town-wide Energy Star® construction standards for new homes	Development & Legal Services	Approved Ongoing
LEED	Environmental standards for the employment, institutional, multi-residential and new public buildings	Development & Legal Services	Approved Ongoing Implementation
Sustainable Development Guidelines	Mixed use, compact development, transit supportive, pedestrian friendly community design with enhanced open space areas - Dillon Consulting and CMHC	Development & Legal Services	Ongoing through OP Review
Sustainable Development Rating System	Evaluate and measure sustainability of all forms of development based on the triple bottom line (environment, social, economic) – Dillon Consulting and CMHC	Development & Legal Services	Ongoing through OP Review
Traffic Calming Plans	Slowing the speed/reducing the volume of vehicular traffic on neighbourhood streets to increase safety and liveability	Development & Legal Services Community Programs & Infrastructure	Research
Bicycle-Friendly Infrastructure	Development of bicycle-friendly infrastructure to promote sustainable commuting practices and reduce car use – being reviewed as part of the transportation master plan (MMM Group)	Community Programs & Infrastructure Development & Legal Services	Ongoing through TMP Process
Green Roof Infrastructure	Reduce stormwater runoff, energy consumption, cooling costs and urban heating insulation effect with potential application for Civic buildings	Development & Legal Services	Ongoing Research
Countryside & Agricultural Lands	Promote and explore sustainable agricultural practices and local food campaigns (i.e., the 100 mile diet)	Development & Legal Services	Ongoing through OP Review
Transportation Demand Management Strategy	Development of a system that focuses on reducing the use of motor vehicles by promoting carpooling, mass transit, or by facilitating non-motorized, alternative means of transportation	Development & Legal Services	Ongoing through TMP Process
Design Criteria Manual	Promote green buildings practices, designs, sustainable products, building materials, (recycled plastic vs. wood), engineering design requirements	Development & Legal Services	Ongoing Research

***Bold** – Existing or Current Initiatives

**Italics* – Proposed for Immediate Implementation



AREA No. 1 – Sustainable Development (Continued)

ACTION ITEMS	DESCRIPTION	RESPONSIBILITY	STATUS
Stormwater Management	Explore innovative ways to manage stormwater runoff and B.M.P for Lake Simcoe watershed - considering proposal for consultation services from Greenland International as part of the OP review	Development & Legal Services Community Programs & Infrastructure	Ongoing Research
Green Infrastructure Policies & Zoning	Promote and implement policies and zoning that would encourage green energy infrastructure for permitted land uses (i.e., accessory turbines and solar panels)	Development & Legal Services	Ongoing Research
Encourage Clothes Line	Prevent zoning by-law or OP language that would restrict or prohibit clothes lines	Development & Legal Services	Ongoing
SSO for Non-Residential	Explore options with YR and the private sector to expand the SSO program to non-residential land uses (i.e. restaurants)	Community Programs & Infrastructure Development & Legal Services	Ongoing Research

***Bold** – Existing or Current Initiatives
 **Italics* – Proposed for Immediate Implementation



AREA No. 2- Energy & Conservation

ACTION ITEMS	SPECIFICS	RESPONSIBILITY	STATUS
Municipal Building Retrofits	Honeywell is completing municipal building energy audits and will help identify retrofits to make municipal buildings more energy efficient. Also, Honeywell will outline the costs associated with bringing Town facilities up to LEED standards.	Community Programs & Infrastructure Development & Legal Services	Ongoing Energy Audits
Renewable Forms of Energy	Explore solar, wind, biomass from plants and geothermal technologies to help reduce greenhouse gases	Development & Legal Services	Ongoing Research
Meter Lending Program	Purchase meters and establish rental program through libraries that would allow residents to evaluate the expense and usage of overall household power to promote energy conservation	Development & Legal Services Libraries	Ongoing Research
Home Based Green Energy Systems	Promote the use of home-based green energy systems through Provincial and Federal programs (i.e. solar, wind, geothermal, fuel cell etc)	Development & Legal Services	Ongoing Research
Community Energy Plan	Plan will outline programs and initiatives to help improve energy efficiency and conservation	Development & Legal Services	Ongoing Research
Weekly Tip (Era Banner)	Weekly environmentally sustainable tips could be on the Town page in the Era Banner	Development & Legal Services CAO Office	Ongoing Research

***Bold** – Existing or Current Initiatives

**Italics* – Proposed for Immediate Implementation



AREA No. 3- Natural Environment

ACTION ITEMS	SPECIFICS	RESPONSIBILITY	STATUS
GTA Clean Air Council	Information sharing sessions and educational correspondence help promote new studies and initiatives to reduce smog and air pollution	Development & Legal Services	Ongoing
Land Securement Strategy	Protecting and restoring the environment by acquiring and securing environmentally significant land	Development & Legal Services	Ongoing Research
Tree Planting Program	Establish program to enhance Town's tree coverage to improve air quality and reduce greenhouse gases	Development & Legal Services Community Programs & Infrastructure	Ongoing Research
Lake Simcoe Environmental Management Strategy	Program to identify and measure sources of phosphorus entering Lake Simcoe and to evaluate remedial measures designed to reduce these inputs and take action towards cleaning up Lake Simcoe	Development & Legal Services	Ongoing
Carbon Emissions Trading	Help control greenhouse gases by providing economic incentives for achieving reductions in the emissions of greenhouse gases	Development & Legal Services	Ongoing Research
Natural Environment System (Beacon)	Policy work will help protect and enhance significant environmental features Town-wide through the establishment of a well-connected natural environment system	Development & Legal Services	Ongoing through OP Review
Local Food Source Strategy	Support local economy by buying locally grown food to minimize greenhouse gas emissions from transport	Development & Legal Services	Ongoing Research
Water Demand Management	Explore, promote, and implement water conservation initiatives and programs	Community Programs & Infrastructure Development & Legal Services	Ongoing Research
Dark Sky Certified Streetlights	Retrofit residential streetlights with new, lower-wattage, full-cutoff fixtures to help reduce light pollution and excessive lighting as well as promote to private sector	Community Programs & Infrastructure	Research

***Bold** – Existing or Current Initiatives

**Italics* – Proposed for Immediate Implementation

AREA No. 4- Municipal Operations and Practices

ACTION ITEMS	SPECIFICS	RESPONSIBILITY	STATUS
Integrated Pest Management	Use of more environmentally-friendly options to reduce pesticide use (ie. Corn Gluten Turf Fertilizer)	Community Programs & Infrastructure	Ongoing Research
Dog Waste Containers	Provide separate dog waste containers in parks to reduce waste	Community Programs & Infrastructure	Research
Winter Salt Reduction for Road Maintenance	Reducing salt use on Town roads and investigate more sustainable alternatives	Community Programs & Infrastructure	Ongoing
Anti-Idling Campaign	Educate public about harmful impacts of idling to reduce idling and associated CO2 emissions from vehicles	Development & Legal Services Corporate Services	Ongoing Research
Energy Efficient Lighting	Solar or LED lighting could be used in parks and Town facilities as well as streetlights and traffic signals	Community Programs & Infrastructure	Ongoing Research & Implementation
<i>Suggestion Boxes</i>	Allowing general public to comment and give ideas regarding sustainable initiatives the Town could explore	Development & Legal Services	Proposed
Civic Center Water Cooler	Purchase water cooler for the Civic Center kitchen to limit plastic water bottle use	Corporate Services CAO Office	Research
<i>Electronic Distribution of Materials</i>	Incorporate more electronic distribution of materials whenever possible into daily work practices to limit paper usage	Town-wide	Proposed
Employee Rewards Program	Reward Town employees that car pool, take local transit, bike or have contributed to sustainable development practices	Human Resources	Research
<i>Updating Thinking Green! Website</i>	Update <i>Thinking Green!</i> section of Town's website with information regarding energy and water saving tips, available rebates and various sustainable initiatives and programs	Development & Legal Services	Ongoing
Thinking Green! Committee	Staff committee dedicated to developing <i>Thinking Green!</i> ideas, programs, and initiatives	Development & Legal Services Town-wide	Ongoing

***Bold** – Existing or Current Initiatives

**Italics* – Proposed for Immediate Implementation



AREA No. 4- Municipal Operations and Practices (Continued)

Summer Dress Code & AC Adjustments	More casual dress code in summer makes staff more comfortable and AC is adjusted accordingly to conserve energy	CAO Office	Implemented
Waste & Recycling in Town parks & facilities	Waste and recycling containers have been placed in all Town parks and facilities to help reduce waste and improve recycling programs	Community Programs & Infrastructure	Ongoing Implementation
Mercury Switch By-Law	Proper disposal of mercury switches to avoid environmental damage if leaked or incorrectly handled	Corporate Services	Ongoing Implementation
Source Separated Organics Program	Green Bin Program launched in September 2007 and a green bin was placed in the Civic Centre kitchen. Staff exploring use of green bins in other Town facilities with kitchens	Community Programs & Infrastructure	Ongoing Implementation and Research
Town-wide Litter Clean Up	Annual one day event to co-inside with Earth Day activities for public to get involved and help clean up local neighbourhoods	Town-wide	Ongoing Annual Event
Hybrid Vehicles for Fleet	Council adopted a resolution on February 5, 2007, requiring that all light duty vehicles purchased for town use be of hybrid type	Community Programs & Infrastructure	Ongoing Implementation and Research
Anti-Litter Campaign	To inform general public about litter, proper placement of waste & recycling and promote sustainable development practices	Development & Legal Services	Ongoing Implementation and Research
Alternative Fuels	Sustainable alternatives such as biodiesel, ethanol, butanol, chemically stored electricity (batteries and fuel cells), hydrogen, methane, natural gas, vegetable oil, biomass, and peanut oil could be used by Town's fleet	Community Programs & Infrastructure	Ongoing Research
Green Procurement Strategy	Review purchasing by-law to ensure environmentally-friendly products and services are given first priority	Corporate Services & Finance	Ongoing Research
Thinking Green! Awards	Recognize local residents and businesses who promote sustainability	Council Development & Legal Services	Ongoing

***Bold** – Existing or Current Initiatives

**Italics* – Proposed for Immediate Implementation

AREA No. 4- Municipal Operations and Practices (Continued)

Partners for Climate Protection	Framework designed to create a local action plan outlining a number of programs and initiatives to help reduce greenhouse gases	Development & Legal Services	Ongoing – Milestone #1
Green Power	Purchase green power for municipal facilities to help reduce greenhouse gas emissions	CAO Office	Research
Smog Alert Programs	Informing public about smog levels and immediate actions that need to be taken to avoid increasing smog in local area	Development & Legal Services	Ongoing Research



***Bold** – Existing or Current Initiatives
 **Italics* – Proposed for Immediate Implementation