



# City of Port Moody Agenda Climate Action Committee

November 25, 2024

7:00 pm

Electronic Webinar via Zoom

Pages

## 1. Call to Order

You can register as a Zoom Video Webinar participant at [this link](#).

## 2. Territorial Land Acknowledgement

The City of Port Moody carries out our business on the ancestral and unceded homelands of the *kʷikwə́łəm* (Kwkwetlem), *səlilwətał* (Tsleil-Waututh), *xʷməθkʷəyəm* (Musqueam), *Skwxwú7mesh* (Squamish), *q̓ícəy̓* (Katzie), *q̓'wa:n̓ ʔən̓* (Kwantlen), *q̓iqéyt* (Qayqayt), and *Stó:lō* (Sto:lo) Peoples, and extends appreciation for the opportunity to work on this territory.

## 3. Adoption of the Agenda

### 3.1 Agenda

Recommendation(s):

THAT the agenda of the November 25, 2024 Climate Action Committee meeting be adopted as circulated.

## 4. Adoption of Minutes

### 4.1 Minutes

3

Recommendation(s):

THAT the minutes of the Climate Action Committee meeting held on October 28, 2024 be adopted.

## 5. Unfinished Business

**6. New Business****6.1 2024 Committee Annual Report**

6

Report: Senior Sustainability & Energy Coordinator and Legislative Services Coordinator

Recommendation(s):

Recommendation(s):

THAT the Climate Action Committee endorse the 2024 Climate Action Committee Annual Report.

**6.2 2025 Climate Action Plan Workplan Updates**

Verbal Report: Senior Sustainability & Energy Coordinator

**6.3 2025 Climate Action Plan - Implementation Phase 3 Updates**

Verbal Report: Senior Sustainability & Energy Coordinator

**6.4 2025 Workplan Outline**

Verbal Report: Senior Sustainability & Energy Coordinator

**7. Information****7.1 Staff Updates****8. Adjournment**



# City of Port Moody

## Minutes

### Climate Action Committee

**Monday, October 28, 2024  
at 7:00 pm  
Electronic Webinar via Zoom**

**Present:** Councillor S. Agtarap, Chair  
Aline Bennett  
Marianne Dawson  
Matthew Fok  
Norbert Haunerland  
Amira Iguer  
Poopeh Morakkabati  
Chris Tomlinson  
Rhiannon Wallace

**Absent:** Nicole Blades (Regrets)  
Helen Howes (Regrets)  
Alexander Swistak (Regrets)

**1. Call to Order**

The Chair called the meeting to order at 7:02pm

**2. Territorial Land Acknowledgement**

The Chair provided the territorial land acknowledgement.

**3. Adoption of the Agenda**

**3.1 Agenda**

CAC24/017

*THAT the agenda of the October 28, 2024, Climate Action Committee meeting be adopted as circulated.*

Moved, seconded and CARRIED

**4. Adoption of Minutes**

**4.1 Minutes**

CAC24/018

*THAT the minutes of the Climate Action Committee meeting held on July 22, 2024, be adopted.*

Moved, seconded and CARRIED

## 5. Unfinished Business

## 6. New Business

### 6.1 Reducing Emissions from Small Non-Road Engines - Air Quality and Climate Action Services Team

Presentation: Laura Taylor, Metro Vancouver

Daphne Mazarura, Marina Richter, and Laura Taylor gave a presentation entitled "Reducing Emissions from Small Non-Road Engines" and referred to slides contained within the on-table package.

Committee discussion ensued regarding the following topics:

- municipal action to set an example in even advance of Metro Vancouver strategy;
- readiness or availability of professional-grade equipment;
- noise pollution bylaws and machine maintenance strategies;
- extended producer responsibilities;
- the possibility of pilot program contracts; and
- the possibility of inclusion of this project in the workplan.

### 6.2 BC Hydro Solar and Battery Storage Offer for Residential and Municipal Buildings

Presentation: Senior Sustainability and Energy Coordinator

Staff gave a presentation entitled "Solar + Battery Rebate Offer" and referred to slides contained within the on-table package.

Committee discussion ensued regarding the following topics:

- cost recovery factors, considerations, and timelines;
- transmission and distribution capacity;
- the benefits of active engagement with the community;
- outreach to strata council groups;
- equipment life spans;
- insurance implications of solar panels; and
- guarantees regarding payback rates.

### 6.3 Multi-Unit Residential Building Retrofit Program Rebates and Communications Plan

Presentation: Senior Sustainability and Energy Coordinator

Staff gave a presentation entitled " Multi-Unit Residential Building Retrofit Program" and referred to slides contained within the on-table package.

Committee discussion ensued regarding the importance of strata council and property management company outreach and education efforts.

**7. Information**

**7.1 Staff Updates**

**8. Resolution to Exclude the Public**

CAC24/019

*THAT, pursuant to section 90 of the Community Charter, this portion of the Regular Meeting of the Climate Action Committee be closed to the public as the subject matter being considered relates to the following:*

90(1)(b) – personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity.

Moved, seconded and CARRIED

**8.1 Personal Information**

This item was closed to the public pursuant to section 90(1)(b) of the *Community Charter*.

**9. Adjournment**

The Chair adjourned the meeting at 8:30pm.

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Councillor S. Agtarap, Chair

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A. Shroff, Legislative Services  
Coordinator



# City of Port Moody

## Report/Recommendation to Council

Date: December 10, 2024  
 Submitted by: Planning and Development Department – Policy Planning Division  
 Subject: 2024 Annual Report – Climate Action Committee

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### Purpose

To provide a report on the activities of the 2024 Climate Action Committee.

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### Recommended Resolution

**THAT the report dated December 10, 2024, from the Climate Action Committee regarding 2024 Annual Report – Climate Action Committee be received for information;**

**AND THAT the 2025 Climate Action Committee be asked to review this report and bring forward its annual Work Plan in Spring 2025.**

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### Committee Mandate

The purpose of the Climate Action Committee is to provide recommendations and advice on ways in which the City can achieve carbon neutrality in corporate operations and community energy and emission programs for residents and businesses, specifically through the reduction of GHG emissions, and initiatives in the following areas:

- existing or proposed bylaws and policies related to energy efficiency, carbon neutrality, and the reduction of GHG emissions;
- existing or proposed initiatives, pilot projects, and activities the City could participate in to promote energy efficiency, the reduction of GHG emissions, and achieve carbon neutrality;
- mitigation and adaptation to climate change;
- any other matters referred by Council; and
- other areas identified by the Committee for approval by Council.

### Meeting and Attendance

The Climate Action Committee met monthly between January 2024 and December 2024, with the exception of March, due to a cancellation by the Chair, June, due to a cancellation by the Chair, August and December, due to summer and winter break. Beginning in September, the City offered committees the opportunity to conduct meetings in-person/hybrid or electronically, contingent on satisfying an in-person physical quorum. Between September and November 0 meetings were held in-person/hybrid and 2 meetings were held electronically.

Councillor Samantha Agtarap was appointed as Chair and Councillor Diana Dilworth as Vice-Chair for the 2024 term. The following members, representing a diverse range of knowledge and experience relevant to the Climate Action Committee were appointed:

- Aline Bennett
- Nicole Blades
- Stephanie Braig (until May 2024)
- Marianne Dawson
- Kyle Demes (until January 2024)
- Matthew Fok
- Norbert Haunerland
- Helen Howes
- Amira Iguer (as of July 2024)
- Poopeh Morakkabati
- Alexander Swistak
- Chris Tomlinson (as of March 2024)
- Rhiannon Wallace

Chris Brown, Senior Sustainability and Energy Coordinator, served as the primary staff liaison to the Committee. Arsh Dhillon and Adam Shroff served as the Legislative Services Coordinators.

## Key Activities and Work Plan

The 2024 Climate Action Committee Work Plan was approved by Council on February 27, 2024. The following are the key activities that were undertaken in 2024 by the Climate Action Committee (a complete list of motions from 2024, along with the status of each, is included in **Attachment 1**).

### Review and Revise KPIs for CAP Annual Report

KPIs were reviewed with members from the Committee and streamlined into a smaller, more manageable number for future Climate Action Plan Annual reports. The 2025 Annual report will use the new list of KPIs as recommended by the Committee.

### Update on Implementation Plan 2

A summary of the previous years Climate Action Plan work progress was presented for feedback from the Committee.

### Extreme Weather Ambassadors and Public Education Campaign

An approach and timeline to create Extreme Weather Ambassadors were presented to the Committee for review and feedback for launch over Spring 2025.

### Engagement of Strata Councils and Large Building Owners

A draft engagement plan has been created to initiate after the Extreme Weather Ambassadors programme has been implemented. A list of Strata councils and building owners has been created to distribute Climate Action initiatives and funding opportunities to.

### Climate Action Award

Three nominations for the award were presented to the Committee. Unfortunately, the standard of submissions was too low to justify an award being presented for 2024. Ideas were discussed on how to better promote the award in future years in the hope of receiving higher quality nominations.

### Tri-Cities Zero Emissions Mobility Plan

The Tri-Cities Zero Emission Mobility Plan was presented to the Committee for feedback and endorsement before presenting it at regular Council. This item was also presented at the Transportation Committee for feedback. The plan lays out future e-mobility projects and potential policy changes to be incorporated into the 2025 Climate Action Plan refresh.

### Zero-Emissions Vehicle Education Campaign

Approach and timeline for a Zero Emissions Vehicle Education Campaign was presented to the Committee for feedback. This included the promotion of the use of medium to heavy duty electric vehicles. A committee member kindly helped with the promotion of this project with staff at Car Free day.

### Update on Changes to Energy Step Code and Addition of Zero Carbon Step Code

An approach and timeline to implement the highest level of the Zero Carbon Step Code and gradual increase of the Energy Step Code was presented to the Committee for feedback over two sessions. The recommended approach was endorsed by the Committee for regular Council which was subsequently adopted. This new Corporate policy and Bylaw will start in January 2025.

### Update on Coastal Flood Management Strategy

This item has been postponed to 2025 due to consultants still working on the technical aspects of the strategy and an appropriate engagement approach still being defined.

### Embodied Emissions in New Construction Research and Options

Research and options for potential bylaw policy changes and City guidelines towards embodied emissions requirements were present to the Committee for review and feedback. This feedback will be incorporated into new potential Bylaw changes in 2025 supported by a UBC Sustainability Scholar project.

### E-Scooter Bylaw change

Presentation was delivered to the Committee on a potential Bylaw change to allow e-scooter use in Port Moody as part of a provincial trial until 2028. The committee endorsed this bylaw change which was subsequently adopted at regular Council.

### E-Bike and E-Scooter Share Programme

An approach and timeline was presented to the Committee for feedback regarding a potential E-bike and e-scooter share scheme in Port Moody. Feedback and concerns from the Committee have been addressed in a subsequent Council report that is due to be delivered for informational purposes in January 2025. The Committee endorsed a potential E-bike and E-scooter scheme to commence in summer 2025.



### Electric Vehicle Chargers

Updates on funding opportunities for publicly available electric vehicle chargers were presented to the Committee for feedback. This included a partnership with BC hydro to install level 2 and level 3 EV chargers at the Recreation Centre, Inlet Park Fieldhouse, Westhill Daycare Centre and the Police station as potential site options.

### Climate Action Rebates and Incentives

Over the year, a range of rebate and incentive offers were presented to the Committee to distribute to their personal networks. These included solar and battery rebate offers, heat pump rebates and new Multi-Unit Residential Building retrofit offers amongst others.

### District Energy System

Project was introduced to the Committee for initial discussions and feedback. The Committee supported the progression of this project, including a feasibility study to be completed in early 2025.

### Fleet Strategy

The newly created Fleet Strategy was presented to the Committee for feedback and endorsement. The Committee unanimously endorsed the strategy which was later adopted in regular Council.

## Suggested Focus Areas for Next Year

Subject to Council's direction, the following focus areas should be included in the Committee's Work Plan for 2025:

- 2025 Climate Action Plan refresh
- Zero Emission Municipal Building Policy
- Concierge Retrofit Programme
- District Energy System
- Water metering projects
- Library of things
- E-bike and E-scooter share scheme implementation
- Community Solar Garden project
- Rebates and incentives (*continued*)
- EV Charging (*continued*)
- Coastal Flood Management Strategy

## Council Strategic Plan Goals

The recommendations in this report align with the following Council Strategic Plan Goal(s):

- Strategic Goal 1.1 – Prioritize core services;
- Strategic Goal 1.3 – Lead with good governance;
- Strategic Goal 2.2 – Advance climate change mitigation and adaption;
- Strategic Goal 3.2 – Provide safe, efficient, and accessible transportation options; and
- Strategic Goal 3.3 – Enhance community wellbeing.

## Attachment

1. 2024 Climate Action Committee Resolutions.

## Report Authors

Chris Brown

Senior Sustainability and Energy Coordinator

Arsh Dhillon

Legislative Services Coordinator

Adam Shroff

Legislative Services Coordinator