CITY OF CAMPBELL RIVER
Advisory Planning & Environment Commission Meeting Agenda

ADVISORY PLANNING AND ENVIRONMENT COMMISSION MEETING,
Wednesday, February 24, 2016 at 5:30 PM in the City Hall Committee Room, 301 St. Ann's Road, Campbell River, BC.

1. APPROVAL OF THE AGENDA

1.1 Approval/modification of the agenda
THAT the agenda be approved;
AND THAT Item 8.1 be approved by consent.

2. DELEGATIONS/PRESENTATIONS

2.1 Peter Robinson, Community Energy Association (CEA) and Sarah Marchionda, Quality Urban Energy Systems of Tomorrow (QUEST) presentation regarding the Community Energy and Emissions Plan (CEEP).

Note: A copy of the CEEP was included in the January 27th APEC meeting. Please bring your copy.

3. UNFINISHED BUSINESS

3.1 Community Planning and Development Services Manager's February 15, 2016 report to APEC regarding the Community Energy and Emissions Plan (CEEP) and Getting to Implementation Initiative (GTI).

THAT the February 15, 2016 report regarding the Community Energy and Emissions Plan, be received for information;
AND THAT the Advisory Planning and Environment Commission appoint either one or two members to sit on the CEEP v2 Steering Committee.

4. INFORMATION

4.1 9:00 OCP and Zoning Bylaw public open house - Tuesday, March 8th from 6:00-9:00 p.m. at the Maritime Heritage Centre (See attached media release for more information).
4.2 Update on APEC appointments

5. NEW BUSINESS

6. ADDENDA ITEMS

7. NOTICE OF MOTION

8. CONSENT AGENDA

8.1 January 27, 2016 Advisory Planning and Environment Commission minutes.

\[ \text{THAT the January 27, 2016 Advisory Planning and Environment Commission minutes be adopted.} \]

9. NEXT MEETING

9.1 Wednesday, March 23rd at 5:30 p.m.

10. ITEMS FOR FUTURE DISCUSSION

10.1 Items referred by City Council

10.1.1 Development standards involving road construction and drainage requirements affecting the Quinsam Heights area (May 25, 2015).

10.1.2 Review Transportation Manager's draft policy regarding modification of standard road marking and signage. (This item was referred by Council on May 25, 2015 and discussed by APEC in September 2015. The Transportation Manager will draft the policy and bring back to APEC for their review).

10.1.3 Staff review the Sign Bylaw and report back to Council through APEC (November 18, 2014)

10.2 Items suggested by Commission members:

10.2.1 Regulation of the sale of noxious weeds (June 24, 2015)

11. ADJOURNMENT

11.1 Adjournment
THAT the meeting adjourn.
Community Energy & Emissions Planning in The City of Campbell River
Agenda

- Overview of the GTI initiative
- **Part I:** Climate Action Nationally and in BC
- **Part II:** Why have a CEEP?
- **Part III:** Review Campbell River CEEP and Implementation Strategy
> 180 communities across Canada (50% of the population) have a CEEP
> GTI focused on helping communities create the conditions for implementation
What is a Community Energy and Emissions Plan?

A CEEP is a tool that helps define community priorities around energy with a view to:

- Driving economic development
- Managing future risks and enhancing resilience
- Improving energy efficiency
- Cutting GHG emissions
Smart Energy Communities

https://www.youtube.com/watch?v=vqFtk_n23D0
Overview of the Getting to Implementation Initiative

**Stages**

- Research
- National Engagement & Framework
- Pilot & Promotion

**Deliverables**

- National Report on CEEP Implementation
- National Report on Policies Supporting CEEP Implementation
- Building the Business Case for Community Energy Planning
- National workshop series
- Community Energy Implementation Framework
- Apply Framework to three test communities
- Practical case studies developed for test communities
- Training modules developed to aid with delivering the Framework
- Framework made publicly available with training support
GTI Pilot Communities Initiative

GTI Pilot Communities receive support to advance the implementation of their CEEP in 2016 including:

- 400 hours of GTI expert staff time
- Involvement of senior advisors with over 50 years of collective experience working with communities on implementation
- A case study profiling your community published online
Climate Change Regulation is a Global Priority

Total Number of Climate Policies Worldwide

- Climate Change
- Energy efficiency
- Renewable Energy

Source: IEA Policies and Measures Database

from "Stranded Assets: What Next?", HSBC 2015
## British Columbia Context

<table>
<thead>
<tr>
<th>Before 2008</th>
<th>2008</th>
<th>2009-2013</th>
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</thead>
<tbody>
<tr>
<td>1995 Provincial Ministries (Env, Comm, Energy) and UBCM formed Energy Aware Committee (now Community Energy Association)</td>
<td><strong>Communities</strong></td>
<td>2009 Community Energy and Emissions Inventory (CEEI) Program</td>
</tr>
<tr>
<td>SolarBC established in partnership with federal government</td>
<td><strong>Funding</strong></td>
<td>2009 LiveSmart BC: Energy Efficiency Incentive Program</td>
</tr>
<tr>
<td>2005 BC Bioenergy Strategy</td>
<td><strong>GHG Reduction</strong></td>
<td>2010 Clean Energy Act</td>
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<tr>
<td>2007 Public Sector Energy Conservation Agreements (PSECA)</td>
<td></td>
<td>2011 Signed agreements on limiting carbon emissions from government operations and promoting awareness of the impacts of sea level rise on coastal areas</td>
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<tr>
<td>2007 Climate Action Secretariat established</td>
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<td>2011 Clean Energy Act Amendments for Pay-as-You-Save retrofit financing</td>
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<tr>
<td>2007 Energy Plan</td>
<td><strong>Miscellaneous</strong></td>
<td>2011 Solar Hot Water Ready Regulation</td>
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<td>2012 Green Energy as a Rural Economic Development Tool Project</td>
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<td>2012 Greenhouse Gas Reduction (Clean Energy) Regulation</td>
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<td>2012 Clean Energy Vehicle Program</td>
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<td></td>
<td></td>
<td>Ongoing: ICES and climate relevant initiatives like District Energy Systems and Integrated Resource Recovery are rewarded in infrastructure and related grants (Infrastructure Planning Grants)</td>
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# Province of BC Climate Action Plan Results, 2007 to 2010

<table>
<thead>
<tr>
<th></th>
<th>GHG reductions</th>
<th>Population growth</th>
<th>Real GDP growth</th>
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<tbody>
<tr>
<td>Province of BC</td>
<td>-4.5%</td>
<td>+5%</td>
<td>+4.4% (2007 – 2011)</td>
</tr>
</tbody>
</table>

Source: *Making Progress on B.C.’s Climate Action Plan, 2012, Province of BC*
> Communities account for 60 percent of energy use and over half of GHG emissions in Canada.
CEEPs provide a pathway for...
Risk Mitigation

<table>
<thead>
<tr>
<th>LIFESPAN</th>
<th>2010</th>
<th>2020</th>
<th>2040</th>
<th>2080</th>
<th>2100</th>
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<tbody>
<tr>
<td>Street layout</td>
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<tr>
<td>Buildings</td>
<td></td>
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<tr>
<td>Infrastructure</td>
<td></td>
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<tr>
<th>UNAVOIDABLE SURPRISES</th>
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<tbody>
<tr>
<td>Fluctuating energy prices</td>
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<tr>
<td>Increasing climatic changes</td>
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<tr>
<td>Low carbon economy</td>
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### Community Size vs. Average Spending

<table>
<thead>
<tr>
<th>Community Size</th>
<th>Average Spending</th>
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</thead>
<tbody>
<tr>
<td>Small Communities (less than 20,000 people)</td>
<td>Up to $80 million</td>
</tr>
<tr>
<td>Mid-sized Communities (20,000 – 100,000 people)</td>
<td>$60 million to $400 million</td>
</tr>
<tr>
<td>Large Communities (100,000 people to 2.5 million people)</td>
<td>$300 million to $10 billion</td>
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CEEPs provide a pathway for...

Economic Development
## Community Size

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<th>Average Spending</th>
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</tbody>
</table>

$110 million in the City of Campbell River
CEEPs provide a pathway for...
Economic Development

> “Every 1% reduction in energy use by London residents and businesses prevents about $14 million from leaving the local economy.”
CEEPs provide a pathway for...
Health Benefits
The Value Proposition: Livable Communities
Overview of Campbell River’s CEEP

TARGET

GHG ↓ 25% by 2020
(from 2011 levels)
CEEP Action Items
Progress at-a-glance (2011 – 2016)

Transportation

Buildings

Cross Cutting

Solid Waste

Land Use

Energy Supply
LAND USE

Focus growth in existing areas and strengthen mixed-use development
## CEEP Action Items Progress - Transportation

<table>
<thead>
<tr>
<th>TRANSPORTATION</th>
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<tbody>
<tr>
<td>Short-term pedestrian plan</td>
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<tr>
<td>Long-term pedestrian plan</td>
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<tr>
<td>Short-term bicycle plan</td>
</tr>
<tr>
<td>Long-term bicycle plan</td>
</tr>
<tr>
<td>Short-term transit strategy</td>
</tr>
<tr>
<td>Street network plan – short term</td>
</tr>
<tr>
<td>Street network plan – long term</td>
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<tr>
<td>Expansion of electric vehicle charging infrastructure</td>
</tr>
</tbody>
</table>

Images: City of Campbell River
## CEEP Action Items Progress - Buildings

<table>
<thead>
<tr>
<th>BUILDINGS</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Promote LiveSmart BC/EcoEnergy</strong></td>
<td>Collaborate with NIEFS + NIC to build capacity of trades</td>
</tr>
<tr>
<td><strong>Community Building Retrofit Program Development</strong></td>
<td>Pilot Study: local building types</td>
</tr>
<tr>
<td><strong>Increase building permit office capacity to disperse information on programs</strong></td>
<td>Social marketing and engagement strategy – green building and energy retrofits</td>
</tr>
<tr>
<td><strong>Financial mechanism development with utilities</strong></td>
<td>Social marketing strategy: work with various partners</td>
</tr>
<tr>
<td><strong>Develop financial incentive program – heating oil</strong></td>
<td>Continue green building energy retrofits on City buildings</td>
</tr>
<tr>
<td><strong>Market analysis</strong></td>
<td>Promote energy labelling of City buildings and in community at the point of sale</td>
</tr>
<tr>
<td><strong>Create sustainability checklist with builders and developers</strong></td>
<td>Sign letter of support for Home Energy Labeling BC program</td>
</tr>
<tr>
<td><strong>Develop financial and administrative incentives that build support for new green buildings</strong></td>
<td>Promote solar energy education</td>
</tr>
<tr>
<td><strong>Integrate Renewable Heat Education + third party incentives into building permit process</strong></td>
<td>Amend the building bylaw to include solar ready bylaw</td>
</tr>
<tr>
<td><strong>Integrate renewable heat promotion with High Efficiency Wood Stove program</strong></td>
<td>Small Format Housing Pilot Assessment</td>
</tr>
</tbody>
</table>
## CEEP Action Items Progress – Energy Supply

<table>
<thead>
<tr>
<th>ENERGY SUPPLY</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Explore district energy in the Hospital Precinct</td>
<td>Develop District Energy Pre-Screening Criteria</td>
</tr>
<tr>
<td>Sustainable Wood Biomass Study</td>
<td>Complete the Tidal Power Feasibility Study</td>
</tr>
</tbody>
</table>

Images: City of Campbell River
# CEEP Action Items Progress – Solid Waste

<table>
<thead>
<tr>
<th>SOLID WASTE</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Extending producer responsibility for packaging and product stewardship</td>
<td>Implement SOCP Sustainable Building and Construction DPA Guidelines</td>
</tr>
<tr>
<td>Work with the CSWM – Develop a composting strategy</td>
<td>Work with CSWM – waste reduction building construction and demolition study</td>
</tr>
<tr>
<td>SOCP DPA Guideline Recycling and Composting Space Requirements – MFR and Commercial</td>
<td>Review existing landfill gas management approach and opportunities for energy generation</td>
</tr>
</tbody>
</table>
## CEEP Action Items Progress - Cross Cutting

<table>
<thead>
<tr>
<th>CROSS CUTTING</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Develop a Community Carbon Offset Framework</td>
<td>Integrate GHG and Lifecycle GHG Analysis in the City’s procurement process</td>
</tr>
<tr>
<td>Municipal and Carbon Management Policy</td>
<td>Annual Budget Submission to incorporate GHG and Life Cycle Cost Analysis</td>
</tr>
<tr>
<td>Integrate Lifecycle Cost + GHG Implications into Capital Planning Process</td>
<td>Urban Forest Management Plan review</td>
</tr>
<tr>
<td>Agricultural Plan Coordination</td>
<td></td>
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</tbody>
</table>
CEEP Implementation Strategy

- Connected to the 2011 CEEP
- A long-term strategy guiding implementation

Review to include:
- Targets
- Indicators
- Prioritizing actions
- Engagement (internal and external)
- Funding
APEC Role in the Implementation Strategy

- Review draft implementation plan:
  - Targets
  - Indicators
  - Prioritizing actions
  - Engagement (internal and external)
  - Funding
- Elect one member of APEC to participate on the CEEP Steering Committee
Discussion:
> What initial ideas and preferences do you have regarding the CEEP Implementation Strategy?
Thank you

www.gettingtoimplementation.ca
@GTIenergy
TO:   Advisory Planning & Environment Commission
FROM: A. Zirnhelt, Community Planning & Development Services Manager
AUTHORED BY: C. Osborne, Senior Planner
DATE: February 15, 2016
SUBJECT: Community Energy & Emissions Plan (CEEP) & Getting to Implementation Initiative (GTI)

Recommendation:
THAT the Advisory Planning & Environment Commission receives this report on the Community Energy and Emissions Plan for information.

AND THAT the Advisory Planning & Environment Commission elects either one or two members to sit on the CEEP v2 steering committee.

Background:
APEC was provided the background to this work in the 19th January staff report, and given copies of the CEEP for preliminary review.

Discussion:
This report supplements a presentation to APEC by Peter Robinson (Community Energy Association) and Sarah Marchionda (QUEST Canada) in which APEC’s initial views on revising the CEEP will be sought. Mr. Robinson and Ms. Marchionda will lead APEC in a structured discussion following the presentation.

In addition, APEC will be invited to elect one or two of its members to sit on the steering committee for revising the CEEP and producing a new “CEEP v2”. Further details are given below:

Steering Committee & Public Consultation
The original CEEP was developed under the auspices of a relatively large task force (membership is listed on page 8 of the CEEP). The aim of this revision to the CEEP is to convene a smaller steering committee to oversee the update. The steering committee membership is expected to comprise representation from the following, subject to acceptance of invitations:

- APEC
- YAC (Youth Action Committee)
- Council Environmental portfolio-holder
- City CP&DS Department staff (to chair)
- City Facilities & Supply Management Department staff
- City Transportation Department staff
- BC Hydro
Fortis BC
VIHA
SD72

In addition, Terms of Reference have been drafted and are attached to this report for information. These are in draft form only, and will be adopted with or without modification at the inaugural steering committee meeting.

Serving on the steering committee is not expected to be a significant time commitment – the committee is expected to meet approximately 3-4 times during 2016 throughout the review process.

Public consultation will largely be represented through membership of the steering committee; however it is anticipated that at least one open house event is held during the development of CEEP v2 for any other interested parties or members of the public to give their input. The CEEP v2 will be brought back to APEC for review and Council for approval along with options for implementation and specific actions to consider.

**Options:**

1. Receive this report for information;
2. Elect member(s) to serve on the CEEP v2 steering committee;
3. Decline to elect an APEC representative to the CEEP v2 steering committee.

**Conclusion:**

Staff recommends that APEC elects at least one member to the CEEP v2 steering committee, as APEC’s representation is considered to be very important to this project. APEC’s observations on the draft steering committee Terms of Reference are also welcomed in addition to comments/preferences regarding the CEEP v2 process.

Report submitted by

Chris Osborne, MRTPI, MCIP, RPP
Senior Planner

Report reviewed/endorsed by

Amber Zirnhelt, M.Sc. MCIP, RPP
Community Planning & Development Services Manager

**Attachments:**

-Draft Terms of Reference
COMMUNITY ENERGY AND EMISSIONS PLAN STEERING COMMITTEE
Terms of Reference

JANUARY 19, 2016

1. Definitions

In this Terms of Reference, unless the context otherwise requires:
“Steering Committee” - means the Community Energy & Emissions Plan Steering Committee
“City” - means the City of Campbell River

2. Preamble

The City of Campbell River is revising its 2011 Community Energy & Emissions Plan that helps the City work towards the community greenhouse gas reduction target that the City is required by the Province to have in its Official Community Plan. The Community Energy & Emissions Plan is a tool to better manage energy and emissions in the City by addressing aspects of land-use, transportation, buildings, energy supply, and waste. The Community Energy & Emissions Plan also helps work towards a more resilient, prosperous and healthy community, and helps manage the risks associated with fluctuating energy prices.

3. Purpose

The primary purpose of the Steering Committee will be to guide the revision of the City of Campbell River’s Community Energy & Emissions Plan – with a focus on the implementation strategy. The Steering Committee will provide input into the overall goals, strategies, and targets of the plan, with a view to progress to-date and potential synergies with community stakeholders. The Steering Committee will assure longevity and successful implementation of the plan and action items through input into associated implementation and monitoring.

4. Appointments

The Steering Committee shall consist of multi-stakeholder representatives from the following groups:
- Council Liaison (Environment portfolio-holder)
- Community Planning & Development Services (Staff liaison & Chair)
- Advisory Planning & Environment Commission
- Youth Action Committee
- BC Hydro
- FortisBC Gas
- VIHA
- School District 72
Transportation Department
Facilities Department

5. **Role and Responsibilities**

The Steering Committee is expected to work with the community, staff, and other engaged stakeholders to:

1. Review the community energy and emissions profile, and previous Community Energy & Emissions Plan, and progress the City has made to date
2. Provide input into the overall goals, strategies, and targets of the plan
3. Recommend policies and action items to achieve targets
4. Identify priority synergies between the Community Energy & Emissions Plan and respective organizations and other community stakeholders
5. Provide input into an implementation and monitoring plan
6. Other activities related to the Community Energy & Emission Plan, as required

The Community Planning & Development Services Department, with assistance from administrative staff, shall be responsible for the preparation of agendas, teleconference notes, and follow-up from the teleconference calls. All public correspondence relating to initiatives shall be undertaken by appropriate City staff.

6. **Meeting Schedule**

The Steering Committee shall participate in approximately 4 x 2 hour in-person meetings according to the schedule below, during regular business hours. Exact dates and times for the Steering Committee calls will be determined after invitations have been sent out to potential Steering Committee Members.

<table>
<thead>
<tr>
<th>Deliverable</th>
<th>Activities</th>
<th>Timeline</th>
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</table>
| Steering Committee Establishment | • Approve the TOR  
• Review background materials  
• Learn about CEEP process | March - April 2016 |
| Community Energy & Emissions Plan V2 draft | • Review CEEP V2 draft  
• Provide input  
• Review overall goals, strategies, and action items  
• Identify stakeholder priorities and potential synergies | June – August 2016 |
<p>| Implementation and Monitoring Plan drafts | • Review draft implementation and | July – September 2016 |</p>
<table>
<thead>
<tr>
<th>monitoring plan drafts</th>
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<tbody>
<tr>
<td>• Determine prioritization of actions and articulate recommendations to Council</td>
</tr>
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</table>

All Steering Committee members are expected to participate, unless the staff liaison is notified otherwise.

7. **Chair**

The Steering Committee shall be chaired by City staff.

8. **Communications**

Members of the Steering Committee are expected to respect and consider the full range of views and ideas presented by other members of the Steering Committee, the community, and other engaged stakeholders.
February 17, 2016

OCP & Zoning Bylaw review – Share your ideas for the future of Campbell River!

What you think about secondary dwellings, shops and services and plans for the development of Quinsam Heights?

The City of Campbell River is reviewing its Official Community Plan and Zoning Bylaw, and over the next 18 months, citizens, businesses and community organizations will be invited to weigh in on how the community should grow and develop.

“It has been just over four years since the community completed a very extensive Sustainable Official Community Plan. Following best practices, Campbell River and other local governments review OCPs every five years to ensure the plan is current and that the vision and directions are being achieved. This review will help confirm what is working and where adjustments may be required,” says Mayor Andy Adams. “The review will also provide direction to align the Zoning Bylaw and Official Community Plan and correct any inconsistencies, to help eliminate confusion or conflicting interpretations. The review process and opportunities for public engagement will provide clarity and certainty for future planning and development in all areas of our community – and we encourage people to participate and share their ideas.”

This highly collaborative update process is designed to align both the plan and the land use regulations for clarity and consistency, and will address important topics such as:

- Making the Zoning Bylaw simpler, clearer, and consistent with the SOCP.
- Confirming the urban containment boundary for the City of Campbell River.
- Clarifying what types of shops and services we need and where they should be located, through updated policy and zoning for village and neighbourhood centres.
- Improving the appearance of commercial properties facing highways through updated policies and guidelines.
- Clarifying the vision and plan for the form and pattern of development in Quinsam Heights, and updating zoning regulations to match.
- Through zoning changes, clarifying the process for establishing a legal secondary dwelling, while managing impacts.

The plans will be updated in two stages, starting with the Official Community Plan.

The first public open house will take place Tuesday, Mar. 8 at the Maritime Heritage Centre. This drop-in event will run from 6 to 9 p.m., with a presentation at 7 p.m. and opportunities for people to learn more and share their ideas through engaging, interactive activities.

For information about the project, visit the project web page at campbellriver.ca/OCPReview for more information and to sign up for email updates about events and activities.

People are also welcome to contact the City’s Community Planning and Development Services Department at 250-286-5725.

###

Contact: Kevin Brooks, Development Services Supervisor 250-286-5748
1 APPROVAL OF THE AGENDA
1.1 Approval/modification of the agenda

Larsen/Woods

THAT the agenda be approved;

AND THAT Item 8.1 be approved by consent.

CARRIED

2 NEW BUSINESS
2.1 Draft APEC 2015 Annual Report for the Commission's review.

Members reviewed the APEC 2015 Annual Report and requested that their discussion regarding the Urban Forest Management Plan, be included in the report.

2.2 Appointment of APEC member to serve on the Age Friendly Needs Assessment Steering Committee.

H. Whitaker explained that the Age Friendly Needs Assessment Steering Committee will advise and support the development of an age friendly
needs assessment and action plan for making Campbell River an age friendly community.

R. Stephens nominated Helen Whitaker to be the APEC representative on the Age Friendly Needs Assessment Steering Committee.

Stephens/Rounds

THAT Helen Whitaker be appointed as the APEC representative on the Age Friendly Needs Assessment Steering Committee.

CARRIED

2.3 Discussion regarding start time of future meetings.

The Commission agreed by consensus:

THAT the start time of APEC meetings will be changed from 5:00 p.m. to 5:30 p.m.

3 INFORMATION

3.1 Upcoming expiration of APEC members' terms.

R. Neufeld informed the Commission that the following members' terms would expire on March 31, 2016:

- Richard Stephens
- Dale Mailman
- Christine Petrovci

and that these members were welcome to reapply if they wish.

3.2 Community Energy and Emissions Plan (CEEP) and Getting to Implementation Initiative (GTI).

C. Osborne gave an overview of the CEEP pilot project which the City was selected to participate in. The City will receive 400 hours of assistance to develop and implement a new CEEP.

C. Osborne said that a representative from CEA will come to speak to APEC during the process and that two members of APEC will be selected
for the CEEP Steering Committee.

APEC members will be able to provide detailed feedback on the Draft CEEP at their February meeting.

Stephens/Woods

*THAT the Community Planning and Development Services Manager's January 19, 2016 report regarding Community Energy and Emissions Plan (CEEP), be received for information.*

CARRIED

3.3 Official Community Plan and Zoning Bylaw update.

R. Neufeld explained that the Official Community Plan (OCP) needs minor revisions and the Zoning Bylaw.

K. Brooks summarized the OCP and Zoning update process, which will include 7 consultation sessions with stakeholders and a Public Hearing. He mentioned that the focus of the update will be Quinsam Heights because currently, the Zoning does not align with the OCP in that area.

Members expressed the following questions or concerns:

- how will people who do not have access to a computer or who are illiterate be consulted?
- that the updates take into consideration the School District's Facilities Plan.

Petrovcic/Rounds

*THAT the General Manager, Operations' January 13, 2016 report to Council regarding the Official Community Plan/Zoning Bylaw update, be received.*

CARRIED
3.4 2015 Residential Market Update "Rollo Report".

C. Osbourne gave an overview of the Rollo Report and explained that it is:

- a technical report
- a professional assessment and characterization of likely market demand for the next 10 years
- a professional assessment of probable supply of lands
- options for increasing supply of land if necessary/desirable.

C. Osborne further explained that the Residential Market Update was necessary for the upcoming OCP and Zoning Bylaw review and the technical evidence we have is out of date (2011).

4 CORRESPONDENCE

4.1 January 19, 2016 correspondence from Darrell Mussatto, Mayor of the City of North Vancouver, regarding the B.C. Building Act Implementation.

S. Brodie explained that the correspondence from North Vancouver is asking the Province to provide more details on the B.C. Building Act under implementation, such as:

- how the Alternative Solutions pathway will be affected with the Province as the approving body
- that the City of North Vancouver's current bylaws that provide for enhanced energy efficiency in buildings will become invalid,
- that a number of City policies could be substantially affected.

S. Brodie pointed out that municipalities throughout B.C. have similar concerns and will be waiting for further clarification from the Province and that the overall objective of the Act is to provide greater standardization across the Province.

5 ITEMS FOR FUTURE DISCUSSION

6 ADDENDA ITEMS

7 NOTICE OF MOTION

8 CONSENT AGENDA

8.1 November 25, 2015 Advisory Planning and Environment Commission minutes.
THAT the November 25, 2015 Advisory Planning and Environment Commission minutes be adopted.

CARRIED

9 NEXT MEETING

9.1 2016 meeting schedule:

- Feb 24
- Mar 23
- Apr 27
- May 25
- Jun 29
- Jul 27
- Aug 24
- Sept 21
- Oct 26
- Nov 23

Note: Meetings are subject to cancellation and there will be no meeting in December.

10 ADJOURNMENT

10.1 Adjournment

THAT the meeting adjourn.

CARRIED