



2015 Annual Report

**A summary of the activities and accomplishments of the
Community Energy Association
January - December 2015**

Connecting communities, energy and sustainability



Message from the Chair

Celebrating 20 Years

As Community Energy Association turns 20, I am honoured to work with the Board of Directors and staff to support local governments in taking action on energy and climate change. Originally named the Energy Aware Committee, CEA was officially created in 1995 through an MOU between the Ministries of Energy and Communities in conjunction with UBCM. After 20 years, CEA's momentum continues to build. The impact that the organization has across BC and beyond continues to increase in both scale and scope.

In late 2015, CEA held a birthday party. It was inspiring, humbling, and exciting to see generations of directors, members, executive directors, and staff turn out to celebrate. Those who have been involved with CEA share a common dedication to serving communities with professionalism, flexibility, and unbiased advice that they can trust.

CEA's activities have evolved over the last 20 years as local government engagement on climate action has progressed. CEA started out by defining community energy planning and raising the awareness and understanding of the role local governments can play in helping their residents and businesses save energy, emissions and money.

Around 2008, CEA became more involved in delivering community energy and emissions plans and has now produced over 50 CEEPs across BC and Yukon while also conducting extensive research and developing guides to help local governments plan and implement.

CEA's main focus today is the implementation of policies as well as technologies and infrastructure to 'turn down the dial' on emissions. CEA is also assisting local governments to 're-boot' CEEPs to determine specific actions that can be taken in the short to medium term.

While CEA has always worked with small communities across BC, CEA is increasingly being called upon by larger communities to help them move from plans to implementation.

The first 20 years of CEA has been dynamic and exciting. We look forward to what the future will bring.

Building Capacity

Last year CEA launched its Certificate in Community Energy Management program through BCIT. Six online courses provide professional development for students interested in community energy systems and community energy planning. Various webinars held outside this program also helped communities to enhance their capacity with respect to policy tools for climate action. CEA also continued its facilitation of the BC Mayors Climate Leadership Council, which brings together Mayors and Councillors from across BC to demonstrate leadership and share best practices in responding to climate change.

Financial Performance

CEA's financial performance mirrors the growth in impact that CEA is having. 2015 was the first year that CEA generated over \$1 million in revenue. We are confident that 2016 revenues and expenditures will continue to support a financially stable organization.

On behalf of the Community Energy Association, thank you for your continued support.

Darrell Mussatto, Community Energy Association Chair and Mayor, City of North Vancouver

Mission

The Community Energy Association is a charitable organization with the mission to support local governments and First Nations who want to take action on energy.

We have been serving the needs of local governments for 20 years. CEA is the trusted independent advisor to local governments, helping them close the implementation gap through research, outreach and projects.

Our research includes community energy planning, tools for implementation and community energy guides.

CEA's outreach includes providing a forum for dialogue and education on sustainable energy issues and building the capacity of local governments and First Nations on energy sustainability. We also encourage active engagement of communities in energy sustainability by recognizing leadership and building public awareness on community energy sustainability through education.

CEA's projects include planning, implementation, and technology acceleration.

Report on 2015 Activities

Outreach and Recognition

2015 Climate & Energy Action Awards



Honourable Mary Polak, Minister of Environment presented awards recognizing the leadership of North Cowichan and Prince George at the Union of BC Municipalities convention in September.

Prince George won in the Corporate Operations category for its LEED RCMP facility. The building has been designed to use 64% less energy than a similar building built to the Canadian Building Code. It uses solar energy, biofuels and waste heat for heating plus aquifer for geexchange cooling, which is projected to save 235 tonnes of greenhouse gas emissions per year.



North Cowichan won in the Community Planning and Development category for the University Village Sustainable Local Area Plan, developed in collaboration with the City of Duncan, Cowichan Tribes, School District 79, and Vancouver Island University.

Honourable mentions were also awarded in the Corporate Operations category for Richmond's Ice Centre and Qualicum Beach's new Fire Hall, which are expected to lower greenhouse gas emissions by 26% and 72% respectively.

The awards were organized by the Community Energy Association in partnership with the Province of BC, Union of BC Municipalities, BC Hydro and FortisBC. Many thanks to Patricia Bell who coordinated the awards and to the judging panel: Mark Allison, City of New Westminster; Devin Causley, FCM; Geoff Huber, BC Transit; Dom Repta, Translink; Siraz Dalmir, Vlad Kostka and Mandy Assi of Fortis BC; Jessica Webster, Natural Resources Canada; David Aharonian, Climate Action Secretariat; and Narissa Chadwick and Jessica Brooks of the Ministry of Community, Sport and Cultural Development.

BC Mayors Climate Leadership Council (renamed BC Municipal Climate Leadership Council)

CEA continued its facilitation of this Council, which brings together Mayors from around the province to demonstrate leadership and share best practices in responding to climate change. We delivered several peer learning workshops to more than 100 Mayors, Councillors and Regional Directors in collaboration with the Local Government Leadership Academy and their Elected Officials Sessions. In addition, CEA facilitated a workshop on presentation materials and framing at the annual UBCM conference for the core BCMCLC team. To-date, BCMCLC has delivered peer learning workshops to over 500 locally elected officials.

QUEST-BC Solution Tables

The first Solution Table in June provided an opportunity for leaders in the built environment to offer input into the province's Climate Leadership Plan. CEA submitted a letter to the government based on feedback from this session.

Certificate in Community Energy Management

CEA completed its first year of the CCEM program. The six course certificate program provides guidance on energy and emission planning for small communities, green energy and local economic development, financing and governance of green energy systems, community based renewable energy, energy conservation in buildings, and low carbon transportation. Five people graduated from the program in the first year and are now designated Certified Energy Professionals. CEA has formed a partnership with the BC Institute of Technology to deliver the courses during the 2016-2017 academic year.

Presentations

- **CEEP Quickstart Webinars:** CEA conducted five webinars for alumni communities on biomass heating, development permit areas for energy sustainability, corporate energy efficiency, permit fee rebates to encourage more energy efficient buildings, and sustainability checklists. At the end of the year, a sixth webinar was being prepared for all communities on the New Home Program affiliated with BC's utility companies.
- **Sustainable Cities International Webinar:** Peter Robinson discussed CEA's analysis of home energy efficiency retrofit campaigns.
- **Peachland Mayor's Task Force on Climate Change:** Peter Robinson presented on LED streetlights at this session.
- **Renewable Cities Global Learning Forum:** Patricia Bell reviewed local government green building incentive programs.

Research and Publications

BC & Manitoba Research

CEA conducted research into the correlations in public datasets to determine if there are linkages at the community level between per capita energy and emissions, linear kilometer of roads, cost of local government, taxable area, and other indicators in these two western provinces.

Community Commitments to Renewable Energy in BC Report

This report was prepared by CEA for the Climate Action Secretariat. It assesses the level of interest that BC local governments have in renewable energy by reviewing more than 100 Community Energy and Emission Plans and identifying actions they have committed to in these plans. Based on the scan, there is strong momentum throughout BC on sustainable energy deployment.

Projects

Columbia Basin Trust Climate Resilience Program Development

In partnership with Zumondo Community & Environmental Planning, CEA designed a program for CBT to support communities in the Columbia Basin with adaptation and mitigation. The program will include research, education, project support and monitoring activities. An Advisory Committee was formed as part of the project to review the options to assist communities in their climate action. A workshop including stakeholders and members of the Advisory Committee helped to determine the best approaches.

RDEK Community Energy Manager

Year two of this program finished in the spring with successful delivery of support and policy development for local governments in the following areas: Development Permit Area with Exemption Model Bylaw Report; capacity for building code compliance; and the design and implementation of energy monitoring, disclosure and benchmarking policy for commercial buildings. This year also saw 132 new participants undertake home energy efficient upgrades.

The third year of this program focuses on advancing organic waste diversion; planning a more in-depth East Kootenay Energy Diet; supporting EV charging infrastructure deployment in the region along Highway 3; and establishing a level playing field for energy efficiency for new buildings in the municipalities and regional districts through policy development and implementation. The latter includes increased awareness among builders and contractors of EnergyStar, EnerGuide and Part 9.36 of the BC Building Code.

In partnership with the BC Hydro CEM support program, CEA participated in the development of a municipal business case and communication strategy for climate action.

West Kootenay Strategic Community Energy & Emission Plans

CEA started to work on this new project, delivering SCEEPs for Columbia Basin local governments situated in the FortisBC electrical service area. The SCEEP planning process has been adapted from the BC Hydro CEEP Quickstart program. Workshops were held for Rossland, Creston, Castlegar, Montrose, Salmo, Kaslo and Slocan. Workshops in Regional District of Kootenay-Boundary, Regional District of Central Kootenay and Grand Forks were organized for 2016. Each community will receive 35 hours of post workshop strategic planning and policy implementation support.

Old Crow Community Energy & Emission Plan

Urban Systems and CEA partnered to deliver a Community Energy and Emissions Plan for Old Crow, an off-grid community of approximately 250 in the northern Yukon. While the emissions inventory was completed in 2014, the final CEEP was finished in March 2015. This project was a milestone for CEA as it was our first major project outside of BC.

City of Coquitlam CEEP Operationalization

To help the City of Coquitlam operationalize their 2012 GHG Emission Reduction Strategy, CEA began reviewing municipal documents to determine what actions had been implemented thus far. The project continues into 2016 as CEA helps to build buy in across departments for new actions as well as create a climate lens for decision making.

BC Hydro CEEP QuickStart

After completing 43 CEEP through this program, CEA continues to assist communities in the BC Hydro area with implementation including supporting the use of innovative planning and policy measures for energy efficiency in buildings; providing learning opportunities for local government staff via a peer to peer learning network and other channels; and acting as the local government portal for access to PowerSmart energy efficiency program materials.

NRCan Policy Implementation

At NRCan's request, CEA started work on a short but intensive project in fall 2015 which was to be completed in March 2016. The purpose was to assist local governments in BC to implement planning and policy measures that will help to advance energy efficiency in new and existing buildings. These tools included development cost charge reductions, home energy labelling, permit fee rebates, finding opportunities in the zoning bylaw, and sustainability checklists. Besides these measures, CEA is supporting the communities with education of community stakeholders. Through to the end of 2015, the following communities were involved in the project: Duncan, Cowichan Valley Regional District, Campbell River, Qualicum Beach, Dawson Creek, Prince George, Rossland, Creston, Castlegar, Montrose, Nelson, Penticton, Kelowna, Victoria, District of Saanich and North Cowichan. In addition, work began on planning for five workshops for builders and building officials on building more energy efficient homes, to be held early in 2016.

Getting to Implementation

The research phase for this national 3-year \$1.1 million project was finished in 2015. The *National Report on CEP Implementation* was completed in February, and is based on a review of 50 Community Energy & Emissions Plans and interviews with 33 of those communities. Seven workshops and two webinars were also held in BC, Alberta, Yukon, Saskatchewan, Ontario, Quebec, and Nova Scotia. In addition to the former report, the *National Report on Provincial/Territorial Policies Supporting Community Energy Plan Implementation* was completed in July. Funding has since been received from NRCan to investigate policy efficacy in more depth, a sub-project which is expected to be done in 2016.

At the QUEST conference in October, the framework for CEP implementation was reviewed in workshops attended by various stakeholders. Afterwards, work began on accelerating implementation in three pilot communities including Campbell River, Calgary and Waterloo. The project is also getting ready to expand its French-speaking element and has contracted a Quebec-based francophone coordinator.

CEA Staff



Dale Littlejohn
Executive Director



Patricia Bell
Head of Planning & Director of Education



Peter Robinson
Chief Technology Officer



Trish Dehnel
Community Relations Manager & Carbon Neutral Specialist



Megan Lohmann
Head of Community Energy Management



Lyla Samuels
Chief Financial Officer



David Dubois
Chief of Engineering & Technical Outreach



Jane McRae
Director of Sustainability Services

Financial Statements

For Year Ended December 31, 2015

Community Energy Association Statement of Financial Position for the period ended December 31, 2015	
ASSETS	
Current Assets	
Cash	\$ 269,748
Accounts Receivable	109,292
GST Receivable	4,609
Prepaid Expenses	4,492
Rent Deposit	-
Work In Progress	51,386
Total Current Assets	<u>439,527</u>
Capital Assets	
Office Equipment	10,596
Accum. Amort. Equipment	- 1,060
Total Capital Assets	<u>9,536</u>
TOTAL ASSETS	<u>449,063</u>
LIABILITIES AND ASSOCIATION EQUITY	
Current Liabilities	
Accounts Payable	\$ 12,742
Vacation & Payroll Payable	10,556
Due to Receiver General	-
Deferred Revenue	7,513
Deferred Contribution	84,809
Total Current Liabilities	<u>115,620</u>
Special Purpose Fund	
Reserve Fund	100,000
Total Special Purpose Fund	<u>100,000</u>
ASSOCIATION EQUITY	<u>233,443</u>
TOTAL LIABILITIES AND EQUITY	<u>449,063</u>

Community Energy Association Statement of Operations and Changes in Equity for the period ended December 31, 2015	
Revenue	
Membership Revenue	\$ 63,500
Charitable Donations	-
Education & Outreach	220
Advisory Services	349,546
Charitable Projects	693,515
Interest and miscellaneous	3,969
	<u>1,110,750</u>
Expenses	
Direct project costs	826,380
Organizational expenses	884
Personnel	136,174
General and administrative	57,207
Direct program expenses	1,038
	<u>1,021,683</u>
Income (Deficit)	89,066
Association Equity beginning of year	144,377
Association Equity end of period	<u>\$ 233,443</u>

Community Energy Association Statement of Operations and Changes in Equity for the period ended December 31, 2015	
Cash Flows from (used in) Operating Activities	
Net Income (Loss)	\$ 89,066
Adjustments to reconcile net income to net cash provided by (used in) operating activities:	
Increase (Decrease) of Deferred Revenue	7,513
Increase (Decrease) of Deferred Contributions	- 65,180
Decrease (Increase) in Operating Assets:	
Accounts Receivable	- 93,473
Work in Progress	5,062
Prepaid Expenses	5,819
GST Receivable	1,425
Increase (Decrease) in Operating Liabilities:	
Accounts Payable & Accrued Liabilities	10,363
Net Cash provided by (used in) Operating Activities	<u>- 128,471</u>
Cash Flows from non-operating Activities	
Increase in Capital Assets	- 9,536
Increase (Decrease) in Cash and Cash Equivalents	<u>- 39,405</u>
Cash and Cash Equivalents at beginning of year	<u>318,689</u>
Cash and Cash Equivalents at end of period	<u>\$ 269,748</u>

CEA Board and Members

Board of Directors

CEA's Board is led by Chair Darrell Mussatto, Mayor of the City of North Vancouver

- **Darrell Mussatto**, City of North Vancouver
- **Susan Haid**, City of Vancouver
- **Robyn Wark**, BC Hydro
- **Stephen Brydon**, BC Transit
- **Cheryl Shuman**, City of Dawson Creek
- **Mark Allison**, City of New Westminister
- **Julie Pavay**, District of North Vancouver
- **Marie Crawford**, Union of BC Municipalities
- **Orion Henderson**, University of British Columbia
- **Nick Heap**, City of Richmond

Members

- **Jeff Arason**, City of Surrey
 - **Kristina Watt**, City of Prince George*
 - **Luke Strimbold**, Village of Burns Lake
 - **John Malcolm**, City of Castlegar
 - **Nick Capaldo**, Corix Utilities
 - **Jason Emmert**, Metro Vancouver
 - **Amber Zirnhelt**, City of Campbell River*
 - **Nancy Tate**, Municipality of North Cowichan*
 - **Luke Sales**, Town of Qualicum Beach*
 - **Dom Repta**, TransLink
 - **Scott Sinclair**, SES Consulting
 - **Mark Boysen**, District of Saanich*
 - **Nigel Wight**, District of Sparwood*
 - **Stacey Bernier**, Creative Energy
 - **Bruce Joiner**, City of Nanaimo*
 - **Taylor Bachrach**, Town of Smithers
- *CEA Award recipient awarded 1 year complimentary membership.

