



# 2011 Annual Report

A summary of the activities and accomplishments of the  
Community Energy Association  
January - December 2011

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Connecting communities, energy and sustainability

## Message from the CO-Chairs



### Thanks

As new co-chairs of the Community Energy Association (CEA), we are honored and excited to step into the co-chair role at this important time for local government climate action. On behalf of the members and board of directors of Community Energy Association, we extend our collective appreciation and deep respect for former co-chairs Dan Rogers and Richard White.

Dan provided insightful, energetic, and highly effective leadership to CEA for eight years as the organization grew from a newly-formed society with a part-time executive director to the five-person organization that we are inheriting. Richard White has stepped up to the co-chair challenge in a way that provides leadership by example, particularly in chairing membership committees, supporting the BC Mayors Climate Leadership Council and being available whenever staff needed advise. Richard has gone beyond the call of duty by assisting us in our transition into the co-chair role. **Thank you Dan and Richard.**

We also thank board members Dominica Babicki, Donna McGeachie, Helen Iosfin, and Peter Larose who retired from active CEA board duties in 2011.

CEA staff also changed in 2011 with Alex Adams moving on to PwC, Megan Lohmann joining CEA from the CEA Fernie, BC office. Megan brings a wealth of energy planning experience and has worked with CEA for 3 years on the Carbon Neutral Kootenays project.

### Maintaining Momentum

Local governments across British Columbia are taking up the climate challenge with plans, actions, and capacity development that is unprecedented globally. CEA has helped over 10 local governments in the Kootenays with carbon neutral action plans for their operations. Meanwhile we have completed over 10 community energy and emissions plans under BC Hydro's CEEP Quickstart program. CEA is developing capacity in elected officials by delivering peer-learning workshops under The BC Mayors' Climate Leadership Council. CEA has been busy because local governments in BC are busy.

### Financial Performance

2011 saw CEA rebuild its financial reserves to improve the long-term stability of the organization while improving cashflow. CEA is positioned strongly as we enter 2012 with a solid forecast and the potential for growth.

We would like to express our sincere appreciation to our talented and dedicated staff. They have done an outstanding job representing the organization, and we thank them for their passion and professionalism.

Mike Bernier,  
Community Energy Association Co-chair and  
Mayor, City of Dawson Creek

Victoria Smith,  
Community Energy Association Co-chair and  
Manager, Aboriginal & Sustainable Communities,  
BC Hydro

### Mission

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

We have been serving the needs of local governments for more than a decade.

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 and guides.

CEA's outreach includes providing a forum for dialogue and education on sustainable energy issues and builds capacity of communities, municipalities, and First Nations on energy sustainability. We also encourage active engagement of communities in energy sustainability by recognizing leadership in community energy awareness and by building public awareness on community energy sustainability through educational activities. We also provide referral services to resources for sustainable solutions.

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

# Report on 2011 Activities

## *Outreach and Recognition*

### *2011 Climate & Energy Action Awards*

There was a record number of 26 applications for the 2011 Climate & Energy Action Awards. Applicants created innovative financing approaches, formed strong implementation mechanisms, involved staff at all levels and shown exemplary energy leadership. On September 28 at the 2011 Union of BC Municipalities Convention, Minister Terry Lake presented the cities of Vancouver, Dawson Creek and Colwood with Climate & Energy Action Awards. Burns Lake, Coquitlam and the Carbon Neutral Kootenays project received Honourable Mentions.

- The City of Vancouver won in the *Community Planning and Development* category for the Greenest City Action Plan. The Plan's ambitious goals are already being implemented thanks to staff commitment from all departments and the leadership of Mayor Robertson and Council.
- The City of Dawson Creek won in the *Corporate Operations* category for its Internal Carbon Fund of \$100/tonne to support emissions reduction projects.
- The City of Colwood won the Public Sector Collaboration category for the Solar Colwood Initiative. A unique collaboration between the City, Royal Roads University and BC Hydro, Solar Colwood is targeting energy retrofits of 1,000 homes.

The awards were co-sponsored by the Province of British Columbia, the Union of BC Municipalities, BC Hydro and FortisBC. Many thanks to Patricia Bell who coordinated the awards and to the judging panel: Narissa Chadwick, Sr. Planner, intergovernmental relations and planning branch, Ministry of Community, Sport and Cultural Development; Kristen Mucha, Manager Business Development, FortisBC; Ben Finkelstein, Manager Green Communities, Carbon Neutral Government and Outreach, Ministry of Environment; Ted Sheldon, Sr. Climate Change Planning Analyst, Climate Policy, Ministry of Environment; Stephen Brydon, Manager Climate Action, BC Transit; Peter Ostergaard, Province-Wide Energy Specialist, Smart Planning for Communities, Province of BC; Lyle Walker, Sr. Planner, TransLink; Mark Allison, Sr. Planner, Development Services, City of New Westminster; Heather Bauer, Sr. Climate Change Planning Analyst, Carbon Neutral Government, Ministry of Environment.

### 2011 Award



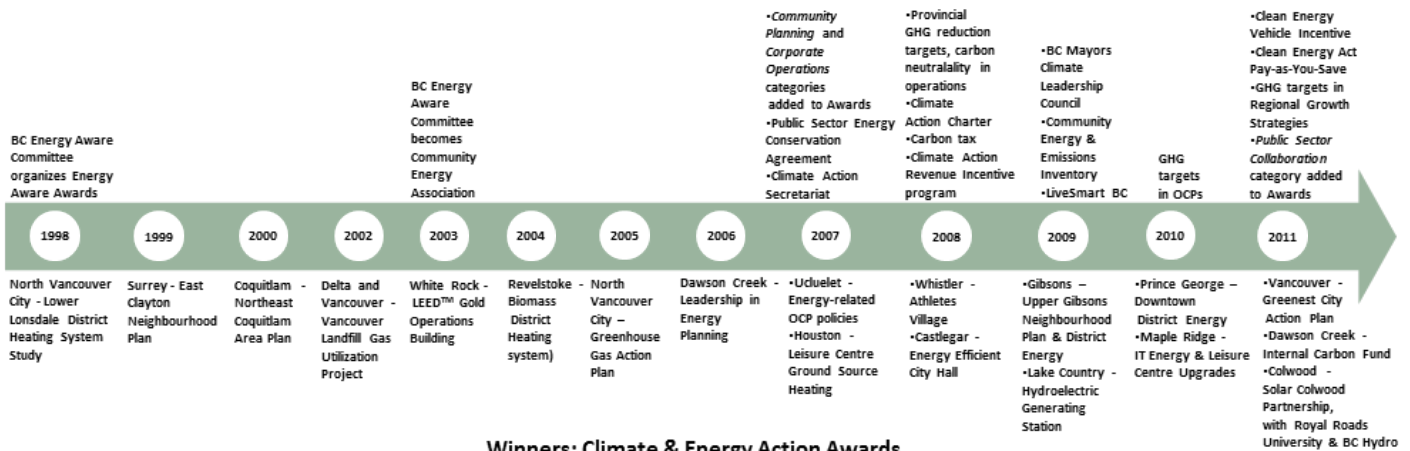
**Left to Right:** Neil Muth, President and CEO Columbia Basin Trust, Scott Manjak, Board Chair of the Regional District of East Kootenay, Marguerite Rotvold, Board Chair of the Regional District of Kootenay Boundary, John Kettle, Board Chair of the Regional District of Central Kootenay, Mayor Mike Bernier, City of Dawson Creek, Mayor Richard Stewart, City of Coquitlam, Mayor Bernice Magee, Village of Burns Lake, Victoria Smith, Manager Aboriginal & Sustainable Communities BC Hydro, Jason Wolfe, Manager Community Energy Solutions FortisBC, Lisa Coltart, Executive Director Power Smart and Customer Care BC Hydro, Mayor David Saunders, City of Colwood, Councillor Judith Cullington, City of Colwood, Nancy Wilkin, Director Office of Sustainability Royal Roads University, Councillor Andrea Reimer, City of Vancouver, Dale Littlejohn, Executive Director Community Energy Association, Honourable Terry Lake, Minister of Environment.

### A Retrospective on the Climate & Energy Action Awards

Patricia Bell submitted an article to the UBCM Newsletter in November 2011 with a reflection on the Climate & Energy Action Awards. The following is an excerpt of that article, which highlights the positive approach of the Awards; to recognize and celebrate innovative initiatives in communities and organizations of all sizes across BC.

The Community Energy Association created the awards program in 1998 to celebrate BC communities taking action on energy and climate change. Since then, 19 BC communities have won an award, over 20 have received honourable mentions and more than 120 applications have been received. With the addition of the Public Sector Collaboration category in 2011, the number of award applications received in one year reached an all-time high of 26.

## Initiatives Supporting Climate Action in BC



### Winners: Climate & Energy Action Awards

### BC Mayors' Climate Leadership Council

The BC Mayors Climate Leadership Council met with Environment Minister Terry Lake during the Union of BC Municipalities conference in September 2011. Minister Chong (Community, Sport and Cultural Development) and Parliamentary Secretary for Clean Technology, John Yap also attended the Council's annual breakfast meeting. The Council is made up of Mayors representing cities and towns from every corner of BC. All are members of the Community Energy Association and have committed to mentoring other mayors, councillors and regional directors on climate action.



CEA has conducted two peer-learning workshops for the Council, thanks to funding from Pacific Institute for Climate Solutions and Canada Mortgage and Housing Corporation. The Okanagan Climate Leadership Summit was hosted by Kelowna, where sixteen mayors, councillors, and regional directors gathered to discuss current actions, plans, challenges, and opportunities for collaboration. A second workshop took place in October in Campbell River. Passion and commitment was evident at all BC Mayors Climate Leadership Council events.

### QUEST-BC (Quality Urban Energy Systems for Tomorrow)

CEA continues to be an active participant in QUEST-BC, including monthly teleconference calls.

### Presentations

- Recreation Facilities Association of BC (RFABC) Okanagan Chapter meeting: Peter presented on 'Provincial Climate Change Policies and Local Government Facilities' in West Kelowna on April 5, 2011. Approximately 15 people in attendance.
- Road to Zero Capital Regional District Workshop: CEA facilitated a workshop with the CRD's Development and Planning Committee and Inter-municipal Climate Action Working Group. CEA presented on innovative land use/transportation approaches.
- SFU Sustainable Community Development Program: Patricia Bell provided expertise on energy sustainability for Simon Fraser University's Sustainable Community
- **Becoming Carbon Neutral**  
CEA facilitated a series of workshops and webinars on behalf of the Climate Secretariat and UBCM's Green Communities Committee. Webinars were recorded and are available on the CEA website.



## ***Research and Publications***

### ***UBCM Newsletter***

The November 2011 issue featured news on the 2011 Climate & Energy Action Awards, including a retrospective on the Awards since their creation in 2008 (see previous page for excerpt). The article also provided an update on the BC Mayors Climate Leadership Council events at the UBCM Convention, the CEEP QuickStart project, and Community Fire Interface Biomass Utilization project.

### ***CEA Funding Guide 2011***

CEA updated the Funding Guide with the assistance of volunteer Bahareh Toghiani Rizi, from the Master of Environmental Studies Planning Program at York University. Work is underway to update the Guide for Fall 2012

### ***Policy Options for District Energy Ready Buildings: Preliminary Consultation Report.***

The Build to Zero project led to the development of this publication which, along with support from CEA, will help local governments craft a policy and incentive framework for DE ready buildings.

### ***Community Energy and Emissions Planning (CEEP) Comparison Study***

The CEEP Research project was initiated in January 2011. The first stage was funded by NRCan, and involved identifying and procuring over 60 Canadian CEEP documents, selecting 30 of these, and conducting an extensive research review of each. This initial review was completed April 2011. The second stage, funded by BC Hydro, involved telephone interviews with each of the 30 communities to identify how integral the CEEP was to actions conducted on energy and emissions, and what success factors and challenges they faced.

## ***Collaborative Initiatives***

### ***Road to Zero – Capital Regional District (CRD)***

Road to Zero (CRD) was completed in March 2011, and resulted in the following deliverables: survey of actions taken by sixteen local governments in the region; scenario modelling of GHG emissions from different transportation/landuse scenarios; CRD Planning Workshop, which included presentations by CEA to two CRD Board Committees and a Foundation Paper, which summarized the results of the project. In-kind and financial support was received from CRD, BC Transit and the Province of BC, in addition to Environment Canada.

### ***Road to Zero – Metro Vancouver***

The Road to Zero Metro-Vancouver project had the objective of identifying and facilitating an implementation framework for practical, high-impact local government actions to reduce transportation-related GHG emissions in greater Vancouver. The result of the work that took place through 2010 and into early 2011 was the identification of electric vehicle transition as a priority opportunity for transportation-related GHG emission reductions. Post-March 2011, TransLink has funded further research into the technical and policy aspects of electrical vehicle transition, with a focus on developing charging infrastructure target.

### ***Community Fire Interface Biomass Utilization for Heating Fuel***

Three institutions are involved in a year-long study that started in the fall of 2011: The University of British Columbia (UBC), and BC-based non-profit organizations The Community Energy Association (CEA) and The Green Heat Initiative (GHI). The partnership brings together sophisticated forest ecosystem modeling and research with expert knowledge on alternative energy technologies and effective outreach to help bridge the gap between alternative energy planning and implementation for small communities that may not have the capacity to conduct such feasibility studies themselves.

### ***SolarBC***

Led by Peter Robinson, work with SolarBC in 2011 included a focus on the promotion of solar hot water to tourism businesses in solar communities that do not have access to natural gas. A workshop for tourism businesses was facilitated for Alert Bay in September, and Tofino in October 2011. Peter also worked to assist the implementation of an innovative solar assisted heat pump technology demonstration project, and on innovative policy.

## ***Projects***

### ***Carbon Neutral Kootenays Project Phase 3 (35 local governments)***

The third phase of Carbon Neutral Kootenays got underway in 2011. The focus of this phase is 'Lead' – supporting local governments and First Nations to implement actions that demonstrate leadership and commitment to becoming carbon neutral. The CNK team delivered a number of Carbon Neutral Action Plans to local governments throughout the Basin, and finalized the 2010 GHG emission inventories for 30 municipalities and Regional Districts. CEA coordinated and facilitated a series of 8 lunch hour webinars during the spring: Sharing Success with Peers, Climate Change Collaboration, Sharing What Works. CEA delivered 3 hour workshops to 9 Local Governments in the Kootenays resulting in carbon neutral action plans for each.



### ***BC Hydro - Community Energy & Emissions Planning (CEEP) Quickstart (up to 45 local governments)***

CEA began facilitation of the Community Energy & Emissions Planning (CEEP) program after a successful pilot project in 2010. Focused on communities under 20,000 residents, CEA delivered workshops for Sicamous, Armstrong, Alert Bay, Port McNeill and Qualicum Beach in 2011. It is anticipated that at least 20 will be completed by June 2012.



### ***Granisle Community and Corporate Energy & Emissions Plans***

CEA worked with staff and politicians over a workshop in February 2011 to develop community and corporate energy and emissions plans.

### ***District-Energy Ready (5 local governments)***

The EcoAction funded phase of Build to Zero was completed in March 2011. Based on the outcomes of that phase, further funding was secured from VanCity, The BC Real Estate Foundation and FortisBC to focus on policy development to support district energy ready buildings. In 2011, CEA initiated work with Kelowna, District of North Vancouver and Township of Langley. Draft reports for these three municipalities were submitted in December 2011. Work is on-going with the City of Fort St. John, and will be initiated with City of Richmond and District of Peachland.

# Community Energy Association Financial Statements

## Statement of Operations For the year ended December 31 2011

<b>Receipts</b>	
Membership and Non-Government Funds	\$ 63,750
Charitable donations	102,470
Provincial and Municipal	35,014
Federal Government	44,149
Workshops and presentations	286,116
Interest	168
	<u>\$ 531,667</u>
<b>Disbursements</b>	
Operational Expenses	\$ 52,685
Organization Expenses	5,402
Personnel Expenses	383,745
Direct Program Delivery Expenses	13,748
	<u>\$ 455,580</u>
<b>Excess (Deficiency)</b>	<u>\$ 76,087</u>
Society Equity Beginning of year	<u>54,367</u>
Society Equity End of Year	<u>\$ 130,454</u>

## Statement of Financial Position For the year ended December 31, 2011

<b>ASSETS</b>	
<b>Current Assets</b>	
Cash	\$202,707.00
Accounts Receivable	51,704
HST Receivable	4,225
Prepaid Expenses	4,050
Rent Deposit	1,126
	<u>\$263,812.00</u>
<b>LIABILITIES AND EQUITY</b>	
<b>Current Liabilities</b>	
Accounts Payable	\$ 227
WCB Payable	376
Deferred Revenue	32,755
	<u>\$ 33,358</u>
<b>Special Purpose and Reserve Funds</b>	
Reserve Fund	\$ 100,000
Association Equity	\$ 130,454
	<u>\$ 263,812</u>

## Statement of Cash Flow For the year ended December 31 2011

<b>Cash provide by (used in) Operating Activities</b>	
Net Income (Loss)	\$ 76,087
<b>Non-cash items:</b>	
Increase (Decrease) of Deferred Revenue	6,374
Accounts Receivable	111,183
HST Receivable	(1,139)
Prepays	(925)
Accounts Payable	(18,386)
WCB Payable	376
<b>Increase in Cash and Cash Equivalents</b>	<u>\$ 173,570</u>
<b>Cash and Cash Equivalents, beginning of year</b>	<u>\$ 29,137</u>
<b>Cash and Cash Equivalents, end of year</b>	<u>\$ 202,707</u>

## CEA People

### Staff

2011 saw several changes to our staff. Laura Porcher began a leave of absence early in the year. Alex Adams was hired on as a Community Energy Planner, but moved on to another position in the fall of 2011. Megan Lohmann joined the team, after working as a contractor for the Carbon Neutral Kootenay project.



Dale Littlejohn  
Executive Director



Patricia Bell  
Sr. Community  
Energy Planner



Peter Robinson  
Community Energy  
Planner



Adam James  
Community Energy  
Planner



Trish Dehnel  
Community Energy  
Planner



Megan Lohmann  
Sr. Community  
Energy Planner

**Board of Directors** CEA's Board of directors is co-chaired by *Mike Bernier, Mayor, City of Dawson Creek and Victoria Smith, Manager, Aboriginal & Sustainable Communities, BC Hydro.*

- Members of the board are:
- **Mike Bernier**, Mayor, City of Dawson Creek
- **Victoria Smith**, Manager, Aboriginal & Sustainable Communities, BC Hydro
- **Susan Haid**, District of North Vancouver
- **Tony Barbar**, City of North Vancouver
- **Russ Fuoco**, MCIP, CEA Secretary-Treasurer at Large
- **Marie Crawford**, Associate Executive Director Union of BC Municipalities (UBCM)
- **Kristen Mucha**, Manager, Business Development & Customer Relations, Fortis BC
- **Mark Allison**, MCIP, Planning Institute of BC, Senior Planner and Manager Advisory Services, Whistler Centre for Sustainability
- **Stephen Brydon**, Manager Climate Action, BC Transit
- **Lyle Walker**, MCIP, Transportation Planner, TransLink (South Coast BC Transportation Authority)

**CEA Members**

Additionally, CEA has 11 non-director members including:

- **Village of Burns Lake**, Tim Palmer, Chief Administrative Officer
- **City of Campbell River**, Amber Zirnhelt, Sustainability Manager
- **City of Castlegar**, John Malcolm, Chief Administrative Officer
- **City of Dawson Creek**, Mayor Mike Bernier
- **City of Kelowna**, Mark Watt, Strategic Projects Manager, Works & Utilities
- **City of Vancouver**, Sean Pander, (Acting) Sustainability Manager, Office of the City Manager
- **Corix Utilities**, Stacey Bernier, Technical Director, Sustainable Energy
- **Pacific Northern Gas**, David Oatway P.Eng. Manager, Engineering
- **Johnson Controls Inc.** Charles Champagne, Business Development - Energy Solutions

Community Energy Association | **Members**

Community Energy Association | **Municipal Members**

Community Energy Association | **Funding Contributors**

