



2012 Annual Report

**A summary of the activities and accomplishments of the
Community Energy Association
January - December 2012**

Connecting communities, energy and sustainability



Community Energy Association (CEA) is pleased to welcome Darrell Mussatto as chair and thanks Victoria Smith for continuing in the Vice-Chair role.



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.

Message from the Chair and Vice Chair of CEA

Thanks

As chair and vice chair of the Community Energy Association (CEA), we are honored and excited to work with the CEA Board of Directors to provide leadership 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-chair Mayor Mike Bernier. We know that Mike will continue to provide insightful and energetic leadership in any new roles he takes on in the future. **Thank you Mike.**

We also thank board members Russ Fuoco who retired from active CEA board duties in 2012 and long term member Mark Allison for assuming the role of Secretary-Treasurer. Finally, our thanks to Mayor Richard Walton for stepping up to lead the BC Mayors' Climate Leadership Council.

Moving from Planning to Action

Local governments across British Columbia are taking up the climate challenge with plans, actions, and capacity development that is unprecedented globally. Since 2008, CEA has provided in-depth support to over 60 local governments throughout BC. In the last two years, our focus has shifted from planning to implementation. Projects like the Community Energy and Emissions Planning Research have helped identify the best ways to achieve on-the-ground results. CEA is applying these lessons to a variety of projects, including carbon neutral action planning in the Kootenays and BC Hydro's CEEP QuickStart program. We are continuing our goal of building capacity by supporting the BC Mayors' Climate Leadership Council and exploring the use of community based social marketing to help achieve reductions at the community level.

Financial Performance

CEA ended 2012 in a positive financial position with a modest surplus going into a strategic initiatives account. CEA is positioned strongly as we enter 2013 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.

On behalf of Community Energy Association

CEA Chair

Darrell Mussatto
Community Energy Association Co-chair and
Mayor, City of North Vancouver

CEA Vice-Chair

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

Report on 2012 Activities

Outreach and Recognition

2012 Climate & Energy Action Awards

The 2012 Climate & Energy Action awards were presented on September 26 at UBCM's 2012 convention in Victoria. This year's 17 applicants made a significant difference with limited resources, inspired community members to take action, made innovative use of traditional planning tools, worked collaboratively with Provincial public sector organizations and substantially transformed their communities.

The City of Surrey won in the **Community Planning and Development** category for the planning and development of Surrey City Centre. **The Village of Nakusp** won the **Corporate Operations** award for its many renewable energy retrofit projects, reduced GHG emissions and reduced energy costs. **The City of North Vancouver** won the **Public Sector Collaboration** award for the Lonsdale Energy Corporation and School District 44 Education Service Centre/Arts for Kids project, which showcases a geothermal heat pump system and recycling of surplus heat.

Honourable Mentions were awarded to:

- City of North Vancouver for its energy efficient buildings density bonusing initiative.
- Regional District of Nanaimo for a regional memorandum of understanding for corporate emission reduction projects.
- City of Rossland for the Rossland Energy Diet.

The awards were co-sponsored by Community Energy Association, Union of BC Municipalities, BC Hydro, FortisBC, B.C. Ministry of Environment – Climate Action Secretariat and Ministry of Community, Sport and Cultural Development.

Many thanks to Patricia Bell who coordinated the awards and to the judging panel: Mark Allison, Sr. Planner, Development Services, City of New Westminster; Heather Bauer, Sr. Climate Change Planning Analyst, Carbon Neutral Government, Ministry of Environment; Stephen Brydon, Manager Climate Action, BC Transit; Siraz Dalmir, Community Energy Solutions Manager, FortisBC; Bob Davidson, Community Energy Solutions Manager, 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.



Left to Right: Mayor Mike Bernier, City of Dawson Creek, John Turner, Director Energy Solutions, FortisBC, Victoria Smith, Manager Aboriginal & Sustainable Communities BC Hydro, Councillor Marvin Hunt, City of Surrey, Councillor Bruce Hayne, City of Surrey, Franci Stratton, Chair School District 44 Board of Education, Mayor Darrell Mussatto, City of North Vancouver, Mayor Dianne Watts, City of Surrey, Honourable Terry Lake, Minister of Environment, Mayor Greg Granstrom, City of Rossland, Tom Loski, VP Customer Service, FortisBC, Neil Muth, President and CEO Columbia Basin Trust, Mayor Karen Hamling, Village of Nakusp, Chair Joe Stanhope, Regional District of Nanaimo Board of Directors.

BC Mayors' Climate Leadership Council

CEA contracted with Dan Rogers, former Mayor of Prince George and CEA chair to pursue future opportunities for the BC MCLC. Dan helped CEA reach out to BC local governments and provide information on the benefits of CEA membership.

MCLC members met for a breakfast discussion at Local Government House in Victoria during the 2012 UBCM conference. In addition to current members, the BCMCLC meeting was attended by Victoria Mayor Dean Fortin and UBCM Environmental Committee Chair Rhona Martin. Minister Terry Lake also attended the meeting.

The group expects to be fairly active in 2013 to ensure climate action is a high priority of those running for provincial office. Top priorities include recruiting 2-3 mayors to fill gaps from the last municipal election and conducting further peer-learning workshops, particularly aligned with the UBCM Regional Association meetings. Mayor Richard Walton (District of North Vancouver) is now leading the group. Current members include: Mayor Mike Bernier, City of Dawson Creek, Mayor Lawrence Chernoff, City of Castlegar Mayor Gregor Robertson, City of Vancouver Mayor Luke Strimbold, Village of Burns Lake, and Mayor Darrell Mussatto, City of North Vancouver.

QUEST-BC (Quality Urban Energy Systems for Tomorrow)

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

Presentations

- UBCM Annual Convention in Victoria: Organized Climate and Energy Action Awards as well as BC Mayors Climate Leadership Council breakfast.
- Peace Climate Action Exchange – a ½ day workshop with local government staff from across the region and a full day workshop with staff, elected officials and others on climate action.
- Dawson Creek Energy Conference: CEA presented at this industry conference after the CEA planning summit provided direction to engage more with resource companies.
- CEA once again supported Simon Fraser University's Sustainable Community Development program by presenting to students in the foundation and studio courses.
- CEA participated in a workshop to help the SFU Centre for Dialogue identify candidates, programming opportunities and community partnerships for the 2013/14 Jack P. Blaney Award for Dialogue.
- Kootenay Climate Action Exchange: Through a contract with Province of BC, CEA participated in a full day workshop with staff, elected officials and others on climate action.
- Cooperative City Conference: This conference organized by City of Vancouver and the group that represents cooperatives across BC was where Dale presented on an energy panel with Mike Harcourt and the Executive Director of the Toronto Renewable Energy Co-op.
- QUEST National Conference: Dale attended the QUEST conference in Winnipeg and presented on CEEP Research and Fire interface and green heat.
- CEA participated in the Building Sustainable Communities conference held in February/March. Dale Littlejohn was part of a panel discussing emerging energy solutions and Peter Robinson co-facilitated a developers/architects/builders green building panel.
- PICS presentation series: Dale attended one in person in Vancouver (Energy and Enterprise Institute and dialed into one in Victoria).
- Media: Interviews on CBC Kamloops, CFX Victoria and some coverage of the Carbon Neutral Kootenays project and also Climate and Energy Action Awards in local press.
- Book Launch: CEA attended Stephen Sheppard's book launch event.
- CEEM: CEA is an active participant in the Community Energy and Emissions Modeling working group organized by the Province of BC.

Research and Publications

UBCM Newsletter

Throughout 2012, CEA provided program updates for the UBCM newsletter. In Q3, the format of the newsletter changed to an e-news format. In September, CEA submitted a brief paragraph about the 2012 Climate & Energy Action Awards with a link to our web page for more information.

Municipal World Magazine

CEA's most recent article for Municipal World, entitled *30 Community Energy Plans: What's working and What Isn't* was published in the January 2012 edition. The article generated an expression of interest in the CEEP Research project from the Association of Municipalities of Ontario (AMO).

Community Energy and Emissions Planning (CEEP) Comparison Study

The first stage of the CEEP research project, funded by NRCan, was completed in April 2012. Staff identified and procured over 60 Canadian CEEP documents and conducted an extensive research review of 30 of these. In the second stage, funded by BC Hydro, each of the 30 communities were interviewed to identify how integral the CEEP was to program actions taken and what success factors and challenges they faced. The analysis, which considered which CEEP policies and implementation processes that led to success, revealed that change management to gain broad staff support amongst council, staff and the public and tracking and monitoring of actions are strongly correlated with success, while stakeholder engagement and the quality of the CEEP are not. CEA presented the results of the project so far at an FCM webinar in July and the QUEST conference in November. CEA is in discussions with MC3 (Meeting the Climate Change Challenge) and others to jointly fundraise for further synthesis that draws a clear line between change initiation, planning, actions implementation and outcomes. CEA has received funding from BC Climate Action Secretariat and is seeking additional funds to move to the next stage of this project.

Collaborative Initiatives

Road to Zero – Metro Vancouver

The Road to Zero Metro-Vancouver project, created to identify and facilitate implementation of practical, high-impact local government actions to reduce transportation-related GHG emissions in Greater Vancouver, focussed on support for electric vehicles. In January 2012, the *Metro Vancouver EV Primer*, a report addressing EV projections, public charging points, EV's in government operations, and related information, was completed. Using funds provided by the Bullitt Foundation to continue work with Translink, Metro Vancouver, municipalities and stakeholders on EV implementation, CEA organized a regional workshop on *Transitioning to Electric Vehicles in Metro Vancouver*, which was held in April at the BC Hydro Decision Theatre at the Centre for Integrated Research on Sustainability at UBC. The workshop, which coincided with an announcement from the Province regarding local government funding for EV charging infrastructure, was attended by 31 local government representatives from 16 of the 22 local governments located within Metro Vancouver. In addition to presentations from local leaders, the workshop included a capacity building exercise on creating a regional EV charging network and a live link to the Province's PEV Working Group teleconference.

In the fall, CEA initiated a project with Metro Vancouver's North Shore communities to develop a handout for residential strata councils to provide guidance around electric vehicle charging challenges and opportunities. CEA is also surveying Metro Vancouver local governments to identify policies requiring or encouraging electric vehicle charging infrastructure in new and existing multi-family residential buildings. These projects, substantially complete at the end of December, complete the suite of actions funded by the Bullitt Foundation to support EV implementation in Metro Vancouver. CEA will be submitting a final report to the Bullitt Foundation and then exploring options for further funding.

Community Fire Interface Biomass Utilization for Heating Fuel

This project is a collaborative effort between UBC's Collaborative for Advanced Landscape Planning, the Green Heat Initiative, and CEA and the communities of Sicamous, Invermere, and Burns Lake. 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. Communities reducing their fire risk in the interface zone will have available biomass, which can be used for energy projects within the communities. Figures for biomass availability, energy and economic analysis have been developed, and a comprehensive modelling tool is in the final stages of development.

The first phase of the project was funded by the Pacific Institute for Climate Solutions (PICS), and now collaboration has begun to look at other funding opportunities to continue implementation. CEA presented the project at a PICS symposium in June, at the QUEST conference in Winnipeg in November, and UBC and the Green Heat Initiative have also delivered presentations on the project at other occasions.

SolarBC

Throughout 2012, CEA continued to help 32 solar communities across BC achieve their goals. Communities are exploring methods to use community solar installations as a way to reduce their corporate offset costs, as per the project profile offset methodologies established by the Green Communities Committee. Other areas of focus include an interest in monitoring existing installations, and innovative technology. SolarBC is continuing to find innovative ways to promote solar in BC.

Projects

Carbon Neutral Kootenays Project Phase 3 (35 local governments)

The CNK project continued to provide valuable opportunities for participating local governments to move from planning to action. Throughout Year 3, CEA launched several collaborative actions for participating local governments, including:

- Support for transition and commitment to SmartTool, a regional offset governance model.
- Completion of 18 Carbon Neutral Action Plans.
- Coordination of Level 1 and Level 2 energy audits of wastewater treatment plants in four participating CNK communities, identifying opportunities to save approximately \$140,000 across five facilities.
- General municipal building energy assessments (33 buildings) and recreation centre energy assessments (7 facilities) to identify opportunities for cost savings and GHG emission reductions.
- Two CNK3 Retrospective workshops, celebrating successes of the project and discussing new opportunities.
- Release of the most recent joint procurement opportunity – the purchase of carbon offsets from the local Kootenay Darkwoods Conservation project.



Southern Interior Beetle Action Coalition (SIBAC)

As qualified contractors for SIBAC, CEA completed two projects. The first project was a high-level green energy scan in several communities in the North Thompson district. Completed in July, the report can be found on SIBAC's Green Energy as a Rural Economic Development Tool web page at: <http://www.ruralbcgreenenergy.com>.

The second project, substantially complete as of December, was the development of a detailed case study guide focusing on green energy as a rural development tool. Thirteen case studies (most are original material) of local government and First Nations green energy projects and utilities highlight decisions made around financing and governance. The guide includes detailed information to help other local governments as they move forward with green energy projects and utilities.

BC Hydro - Community Energy & Emissions Planning (CEEP)

QuickStart (up to 45 local governments)

In early 2012, CEA delivered Community Energy and Emissions Planning QuickStart for Small Communities, on behalf of BC Hydro, to Lake Country, Taylor, Valemount and McBride. The program's focus then shifted to focus on larger / faster growing / key communities, and to place greater emphasis on implementation through a community of practice and support. In December Community Energy and Emissions Plans were developed for Powell River, Sparwood, and Fernie. Communities that are likely to proceed in the 2013 include Terrace, Courtenay, Quesnel, Vernon, and other communities in the East Kootenays. CEA and BC Hydro continue to proactively contact key target communities to engage in this program. Including pilots, CEA has delivered the program to 22 communities across BC so far, engaging over 50 elected officials and over 100 staff.



District-Energy Ready (5 local governments)

This project, funded by a BC Real Estate Foundation/ Green Building Grant and FortisBC, was developed to assist local governments explore how traditional planning policy tools can be used to encourage or require new buildings to be district energy ready in areas where a district energy system is planned. CEA completed reports for Kelowna, District of North Vancouver, City of Fort St. John and Township of Langley. A project with the District of Peachland is scheduled for 2013 and discussion have been had with City of Richmond. Next steps include preparation of a document summarizing project results and a workshop to share results with all BC local governments.

Peachland Renewable Energy Scan

CEA successfully bid for this project as part of a consortium including Morrison Hershfield and JDQ Engineering. CEA is leading the financing / funding, and governance options section of the report. Work on the project began in July and was completed by the end of December. Recommended options for further study include geoexchange and biomass district energy and, potentially, solar photovoltaics if panel prices continue to fall. CEA will then assist Peachland with district energy ready policy support through the district energy ready project.

Lumby Corporate Carbon Neutral Action Plan

CEA completed a Corporate Carbon Neutral Inventory and Action Plan for the Village of Lumby in August. Lumby also completed its Community Energy & Emissions Plan through the CEEP QuickStart program in April. The community is now working with the Green Heat Initiative to look at the potential for a biomass district energy system in the community.

City of Duncan: Planning for Electric Vehicle Charging Stations

CEA prepared an EV charging station plan for the City of Duncan which met the requirements of the provincial Community Charging Infrastructure Fund. Project activities included a webinar, a charging station location exercise and a stakeholder workshop to identify station locations and possible sites. The final report was submitted at the end of November. CEA was pleased to partner with Big Green Island on this project.

Powell River Corporate Carbon Neutral Action Plan

CEA completed a Corporate Carbon Neutral Inventory and Action Plan on behalf of the City of Powell River in December. Powell River will also complete its Community Energy & Emissions Plan through the CEEP QuickStart program in December.

Planning for the Future

CEA Strategy Summit

On September 13, CEA members, staff and other interested parties attended a planning summit to discuss potential future directions for the Association. Many thanks to everyone who participated! Your ideas have been greatly appreciated. Suggested direction for moving forward included:

- **Deep community engagement on energy and emissions:** One of the highlighted ideas was to move forward on deep community engagement on energy and emissions, to help the public begin to enact deep energy retrofits. Following this direction, CEA pursued dialogue with many parties in September and October, which culminated in a comprehensive proposal to Environment Canada's EcoAction fund for a pilot "East Kootenay Energy Diet" project, modeled on the highly successful Rosland Energy Diet by FortisBC Electricity. Letters of support were submitted from LiveSmart BC, BC Hydro, FortisBC Electricity, and several of the East Kootenays communities including St Mary's Band. CEA is also having some discussions with other parties around some other potential "energy diet" opportunities. The high level of interest indicates that CEA should be successful in implementing a project in this space at some point in the next year.
- **Community-Based Social Marketing:** CEA sent Megan Lohmann to the introductory and advanced Community-Based Social Marketing workshops facilitated by Doug McKenzie-Mohr. This was a great opportunity to develop staff capacity around effective program delivery and approaches to communication.

Financial Statements

for year ended December 31, 2012

Community Energy Association Statement of Financial Position	
ASSETS	
Current Assets	
Cash	\$ 149,782
Accounts Receivable	56,831
HST Receivable	9,915
Prepaid Expenses	5,271
Rent Deposit	-
Total Current Assets	<u>221,799</u>
TOTAL ASSETS	<u>221,799</u>
LIABILITIES AND ASSOCIATION EQUITY	
Current Liabilities	
Accounts Payable	\$ 50,670
Vacation & Payroll Payable	-
Due to Receiver General	-
Deferred Revenue	- 63,277
Total Current Liabilities	<u>- 12,607</u>
Special Purpose Fund	
Reserve Fund	<u>100,000</u>
Total Special Purpose Fund	<u>100,000</u>
ASSOCIATION EQUITY	<u>134,406</u>
TOTAL LIABILITIES AND EQUITY	<u>221,799</u>

Community Energy Association Statement of Operations and Changes in Equity	
Revenue	
Membership Revenue	\$ 57,748
Charitable Donations	-
Education & Outreach	200
Advisory Services	448,700
Charitable Projects	96,335
Interest and miscellaneous	2,267
	<u>605,250</u>
Expenses	
Direct project costs	345,271
Organizational expenses	6,665
Personnel	178,582
General and administrative	64,982
Direct program expenses	5,798
	<u>601,298</u>
Income (Deficit)	3,952
Association Equity beginning of year	<u>130,454</u>
Association Equity end of period	<u>\$ 134,406</u>

CEA People

Staff

At the beginning of 2012, the transition of bookkeeping from Margaret Halsey to Petra Haas and Lila Samuels was completed. In June CEA moved its head office to UBC's CIRS (Centre for Interactive Research in Sustainability), which resides within one of the most environmentally friendly buildings in the world. This prestigious move will provide additional opportunities for collaboration with UBC, and embeds CEA into the latest research on energy and environment at this pioneering institution.



Dale Littlejohn
Executive Director



Patricia Bell
Sr. Community
Energy Planner



Peter Robinson
Community Energy
Planner



Trish Dehnel
Community Energy
Planner



Megan Lohmann
Sr. Community
Energy Planner

Board of Directors CEA's Board of directors is co-led by chair Darrell Mussatto, Mayor, City of North Vancouver and Vice-Chair Victoria Smith, Manager, Aboriginal & Sustainable Communities, BC Hydro.

Congratulations to Mayor Mike Bernier who has been chair of both CEA and BCMCLC on securing the BC Liberal Party nomination for the Peace for the upcoming provincial election. We wish Mike the best and look forward to working with him in new ways. Mike will be stepping down as chair of CEA on December 4th. Please join me in welcoming Mayor Darrell Mussatto of City of North Vancouver to the Chair role at CEA as of December 4th.

- Members of the board are:
- **Darrell Mussatto**, Mayor, City of North Vancouver
- **Victoria Smith**, Manager, Aboriginal & Sustainable Communities, BC Hydro
- **Susan Haid**, District of North Vancouver
- **Tony Barber**, City of North Vancouver
- **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, Sr. Planner, City of New Westminster, CEA Secretary-Treasurer at Large
- **Stephen Brydon**, Manager Climate Action, BC Transit
- **Geoff Cross**, Sr. Manager Policy, TransLink (South Coast BC Transportation Authority)

CEA Members

Additionally, CEA has 8 non-director members including:

- **City of Dawson Creek**, Jim Chute, Chief Administrative Officer
- **City of Prince George**, Kristina Watt
- **Village of Burns Lake**, Tim Palmer, Chief Administrative Officer
- **City of Castlegar**, John Malcolm, Chief Administrative Officer
- **City of Vancouver**, Sean Pander
- **Corix Utilities**, Stacey Bernier, Technical Director, Sustainable Energy

Community Energy Association | *Members*

Community Energy Association | *Municipal Members*

