



## **CORPORATION OF THE CITY OF VERNON**

### **CLIMATE ACTION ADVISORY COMMITTEE**

**SEPTEMBER 28, 2022, AT 4:00 PM**

**VERNON MUSEUM**

## **A G E N D A**

1) **CALL TO ORDER**

2) **LAND ACKNOWLEDGEMENT**

*As chair of the City of Vernon's Climate Action Advisory Committee, and in the spirit of this gathering, I recognize the City of Vernon is located in the traditional territory of the Syilx people of the Okanagan nation.*

3) **ADOPTION OF AGENDA**

4) **ADOPTION OF MINUTES**

August 24, 2022 (Attached)

5) **CO-CHAIRS REPORT**

6) **NEW BUSINESS:**

- Roberts Rules of Order – Kim Flick, Director, Community Infrastructure and Development, in attendance as delegation to provide an overview of Committee Best Practice & Operating Procedures.
- Staff Report
- Delegation – Jack Shipton, Environmental Planning Assistant
- Memo - Prioritization of Actions from the Climate Action Plan for the 2022-2026 Strategic Plan
- Draft for Discussion – Climate Action Plan Community Engagement Strategy
- Summary of Workshop Results

7) **UNFINISHED BUSINESS**

- Team reports:
  - Metrics and Reporting
  - Community Engagement
  - Youth engagement
  - Fundraising

8) **INFORMATION ITEMS**

•

9) **NEXT MEETING**

The next meeting of the Climate Action Advisory Committee is scheduled for **Wednesday, October 26, 2022**

10) **ADJOURNMENT**



## THE CORPORATION OF THE CITY OF VERNON

### MINUTES OF THE CLIMATE ACTION ADVISORY COMMITTEE MEETING HELD WEDNESDAY, AUGUST 22, 2022 COUNCIL CHAMBERS (OKANAGAN ROOM) CITY HALL

**PRESENT:** VOTING:  
Barry Dorval  
Donna Bartel  
Ed Wilson  
Jenn Comazzetto  
Jeremy Fyke  
Mary Stockdale (Chair)  
Mayor Cumming (Alternate)

**ABSENT:** Brian Guy, Business and Commercial Services Rep.  
Colleen Marchand, Okanagan Indian Band Rep.  
Nia Hill, Youth Member  
Alan Gee, Seaton Secondary Teacher & Support for Youth

**DELEGATION:** Jo de Vries, Founder, CEO, Fresh Outlook Foundation  
Sierra Peters, SWOBA Mentor, CARE Planning Assistant

**STAFF:** Brendan Riome, Climate Action Implementation Coordinator  
Jennifer Pounder, Committee Clerk  
Kim Flick, Director, Community Infrastructure and Development Services  
Laurie Cordell, Manager, Long-Range Planning & Sustainability

**ORDER** The meeting was called to order at **4:02 p.m.**

**ROUND TABLE INTRODUCTIONS** Round table introductions were conducted and new members and staff were welcomed by the Chair.

**ADOPTION OF THE AGENDA** Before the adoption of the agenda the chair requested that the agenda be varied to review the delegation presentation at the start of the meeting. The committee also received an ontable memo provided by Brendan Riome, Climate Action Implementation Coordinator, that was added as information supplemental to the Delegation Presentation.

Moved by B. Dorval, seconded by E. Wilson:

THAT the agenda of the Climate Action Advisory Committee meeting for August 24, 2022, be adopted, as amended:

**CARRIED**

*The agenda was varied*

## **ADOPTION OF THE MINUTES**

Moved by B. Dorval, seconded by J. Comazzetto:

THAT the minutes of the June 22, 2022, Climate Action Advisory Committee meeting be adopted as presented.

**CARRIED**

## **DELEGATION PRESENTATION**

**J. de Vries, Founder, CEO, Fresh outlook Foundation, and S. Peters, SWOBA Mentor, CARE Planning Assistant**, were in attendance and provided an overview of the Climate Action Ripple Effect (CARE) project.

- S. Peters gave a brief overview of her experience with various projects she has worked on in the past.
- J. de Vries gave an overview of the CARE project:
  - CARE involves a kick-off event on September 20, project creation during October and November, and the Summit is on December 1, 2022. This is the second year this event has occurred.
  - Last spring more than 120 students created 32 projects and events that ranged from beekeeping and hydroponics, to a solar-powered robot and high school solar power plan.
  - These projects provide hands-on, community-focused, multi-faceted learning opportunities for teachers, students, and community participants.
  - The CARE planning team is using what was learned last semester to build opportunities for greater student learning and growth along with enhanced community engagement and climate-action outcomes.

The following comments were made:

- The Committee asked if CARE has approached School District 22 regarding being placed on their Trustee Meeting agenda. J. de Vries confirmed she is in contact with the School District 22.

*K. Flick arrived at 4:29 p.m.*

- The Committee wanted to confirm the reason for presenting to this Committee was for the ripple-effect. J. de Vries confirmed they are trying to increase the ripple-effect to younger society and believes the only way to do that is public outreach and engagement.

*Committee Member S. Eamon arrived at 4:37 p.m.*

- The Committee asked what the envisioned on-going relationship between the Fresh Outlook Foundation and CARE with this Committee looks like. J. de Vries confirmed she wants to put in the effort this year to be involved on a greater level. She considers the Fresh Outlook Foundation role pivotal and wants to see the program get bigger and better, powerful and impactful.
- The Committee wanted to confirm the initial request for funding was in the amount of \$25,000.00 and has since been amended to \$12,500.00. J. de Vries confirmed this to be correct.

Moved by **B. Dorval**, and seconded by **J. Comazzetto**:

THAT the Climate Action Advisory Committee recommend to Council to provide up to \$12,500.00 to support the 2022 Climate Action Ripple Effect Youth Summit to School District 22 as outlined in the memorandum titled "Funding Request for 2022 Climate Action Ripple Effect Youth Summit" dated August 23, 2022 and respectfully submitted by the Climate Action Implementation Coordinator.

AND FURTHER that the Climate Action Advisory Committee recommends that \$2,500.00 of the funding be held back subject to the receipt of a final report and funding sustainability plan.

**CARRIED**

*J. de Vries and S. Peters left the meeting at 5:23 p.m.*

**UNFINISHED BUSINESS:****TEAM REPORTS**

- **Metrics and Reporting:**
  - J. Fyke advised this item is on hold until further notice.
- **Community Engagement:**
  - Group had a meeting. Talking about priorities, ie. branding, website, revamping ambassador program, youth summit. There was not a lot decided, just got to know each other.
- **Youth Engagement:**
  - B. Dorval advised he will be unavailable until December, 2022. J. Comazzetto will be taking over lead on this team until his return.
- **Fundraising:**
  - No new information since last CAAC meeting.

**NEW BUSINESS:****CLIMATE ACTION  
IMPLEMENTATION  
COORDINATOR,  
UPDATE / ROLE**

B. Riome provided an overview of the duties of his role as Climate Action Implementation Coordinator and an overview of his proposed workplan:

- Priorities were identified by Administration from the workshops and workplan to be focused on for the fall
  - Plan and implement general engagement for the Climate Action plan.
  - Determine metrics and Key Performance Indicators (KPIs) to measure the success of implementation.
  - Develop and roll out Neighborhood Resilience Kits to engage with the community on climate change and emergency preparedness.
  - Formalize the Climate Ambassador Program as a City of Vernon program.
  - Initiate integration of the CAP with City of Vernon internal policies, procedures, and operations.
  - Formalize ambassador program and undertake a broad call for ambassadors.

- Specific actions to support these priorities:
  - Hire a consultant to rebrand the Climate Action Plan.
  - Update the climate section on the City of Vernon website to make it more understandable and a trusted source of information for the public.
  - Review City grant programs to determine if they can be improved to increase utilization.
  - Determine resiliency metrics to measure intangible progress.
  - Investigate metrics for building performance for the corporate portfolio as well as the community.

**INFORMATION ITEMS:**

- K. Flick and S. Knuhtsen will be attending meetings for the next 3 months to provide continuity.

**MOTION TO ADJOURN** Moved by B. Dorval, seconded by J. Fyke:

THAT the meeting of the Climate Action Advisory Committee be adjourned.

**CARRIED**

The meeting of the Climate Action Advisory Committee adjourned at 5:50 p.m.

**CERTIFIED CORRECT:**

\_\_\_\_\_ Chair

## Roberts Rules of Order – Simplified

### Guiding Principles:

- Everyone has the right to participate in discussion if they wish, before anyone may speak a second time.
- Everyone has the right to know what is going on at all times. Only urgent matters may interrupt a speaker.
- Only one thing (motion) can be discussed at a time.

A **motion** is the topic under discussion (e.g., “I move that we add a coffee break to this meeting”). After being recognized by the president of the board, any member can introduce a motion when no other motion is on the table. A motion requires a second to be considered. If there is no second, the matter is not considered. Each motion must be disposed of (passed, defeated, tabled, referred to committee, or postponed indefinitely).

### How to do things:

**You want to bring up a new idea before the group.**

After recognition by the president of the board, present your motion. A second is required for the motion to go to the floor for discussion, or consideration.

**You want to change some of the wording in a motion under discussion.**

After recognition by the president of the board, move to amend by

- adding words,
- striking words or
- striking and inserting words.

**You like the idea of a motion being discussed, but you need to reword it beyond simple word changes.**

Move to substitute your motion for the original motion. If it is seconded, discussion will continue on both motions and eventually the body will vote on which motion they prefer.

**You want more study and/or investigation given to the idea being discussed.**

Move to refer to a committee. Try to be specific as to the charge to the committee.

**You want more time personally to study the proposal being discussed.**

Move to postpone to a definite time or date.

**You are tired of the current discussion.**

Move to limit debate to a set period of time or to a set number of speakers. Requires a 2/3<sup>rd</sup>s vote.

**You have heard enough discussion.**

Move to close the debate. Also referred to as calling the question. This cuts off discussion and brings the assembly to a vote on the pending question only. Requires a 2/3<sup>rd</sup>s vote.

**You want to postpone a motion until some later time.**

Move to table the motion. The motion may be taken from the table after 1 item of business has been conducted. If the motion is not taken from the table by the end of the next meeting, it is dead. To kill a motion at the time it is tabled requires a 2/3<sup>rd</sup>s vote. A majority is required to table a motion without killing it.

You believe the discussion has drifted away from the agenda and want to bring it back.  
 “Call for orders of the day.”

You want to take a short break.  
 Move to recess for a set period of time.

You want to end the meeting.  
 Move to adjourn.

You are unsure the president of the board announced the results of a vote correctly.  
 Without being recognized, call for a “division of the house.” A roll call vote will then be taken.

You are confused about a procedure being used and want clarification.  
 Without recognition, call for "Point of Information" or "Point of Parliamentary Inquiry." The president of the board will ask you to state your question and will attempt to clarify the situation.

You have changed your mind about something that was voted on earlier in the meeting for which you were on the winning side.  
 Move to reconsider. If the majority agrees, the motion comes back on the floor as though the vote had not occurred.

You want to change an action voted on at an earlier meeting.  
 Move to rescind. If previous written notice is given, a simple majority is required. If no notice is given, a 2/3<sup>rds</sup> vote is required.

**Unanimous Consent:**

If a matter is considered relatively minor or opposition is not expected, a call for unanimous consent may be requested. If the request is made by others, the president of the board will repeat the request and then pause for objections. If none are heard, the motion passes.

- **You may INTERRUPT a speaker for these reasons only:**
  - to get information about business –point of information to get information about rules– parliamentary inquiry
  - if you can't hear, safety reasons, comfort, etc. –question of privilege
  - if you see a breach of the rules –point of order
  - if you disagree with the president of the board’s ruling –appeal
  - if you disagree with a call for Unanimous Consent –object

Quick Reference					
	Must Be Seconded	Open for Discussion	Can be Amended	Vote Count Required to Pass	May Be Reconsidered or Rescinded
Main Motion	√	√	√	Majority	√
Amend Motion	√	√		Majority	√
Kill a Motion	√			Majority	√
Limit Debate	√		√	2/3 <sup>rds</sup>	√
Close Discussion	√			2/3 <sup>rds</sup>	√
Recess	√		√	Majority	
Adjourn (End meeting)	√			Majority	
Refer to Committee	√	√	√	Majority	√
Postpone to a later time	√	√	√	Majority	√
Table	√			Majority	
Postpone Indefinitely	√	√	√	Majority	√



# THE CORPORATION OF THE CITY OF VERNON

## MEMORANDUM TO COMMITTEE

**SUBMITTED BY:** Brendan Riome, Climate Action Implementation Coordinator, Long Range Planning and Sustainability  
**COMMITTEE MEETING DATE:** September 28, 2022  
**REPORT DATE:** September 16, 2022  
**FILE:** 0540-20

**SUBJECT: PRIORITIZATION OF ACTIONS FROM THE CLIMATE ACTION PLAN FOR THE 2022-2026 STRATEGIC PLAN**

---

At its Regular Meeting of June 8, 2020, Council endorsed five Climate Action Planning priorities. The endorsed priorities were as follows:

- *Complete the Flood Hazard Mapping study and update Floodplain Construction Level policies and amend bylaws to reflect*
- *Establish fleet policy transitioning all vehicle/equipment purchases to low/zero-emissions (future costs = difference between electric vehicles and fuel vehicles + charging infrastructure)*
- *Review City waste management practices and pursue community composting program options*
- *Develop a building retrofit program to support residents to be more resilient to climate change, reduce energy costs over time, and reduce greenhouse gas emission by improving building efficiency and installing low carbon energy systems.*
- *Advance buy local campaign, to build the network of local businesses and manufacturers*

The City of Vernon has since completed a Flood Hazard Mapping Study, updated Floodplain Construction levels, and established a Floodplain Development Permit Area. A curbside organics program was launched on May 2, 2022 and continues to be improved by Operations. The remaining identified priorities require additional work to be completed.

The City of Vernon will be undertaking a strategic prioritization exercise in November and December 2022 to draft a Strategic Plan for 2022-2026. Priorities from the Climate Action Plan will be included in the discussion among other from the City. The Climate Action Advisory Committee is being requested by Administration to provide recommendations on implementation priorities for the Climate Action Plan for the upcoming Strategic Planning session.

The Climate Action Advisory Committee (CAAC) undertook two workshops for committee members on May 27, 2021 and June 23, 2021 to identify challenges and priorities for the implementation of the Climate Action Plan.

Two additional meetings were held on November 16, 2021 and March 3, 2022 with members of the CAAC, Climate Ambassadors, and other stakeholders. One of the focuses

of the meeting was to strategically prioritise actions and community groups for engagement. The results from all engagement and prioritisation sessions was recorded (Attachment 1) and used to develop a high-level draft work plan for engagement (Attachment 2).

**RECOMMENDATION:**

THAT, the Climate Action Advisory Committee provide a list of implementation priorities from the Climate Action Plan at the October 26, 2022 meeting, as outlined in the Memorandum titled "Prioritization of Actions from the Climate Action Plan for the 2022-2026 Strategic Plan" dated September 16, 2022 and respectfully submitted by the Climate Action Implementation Coordinator.

Respectfully submitted:

A handwritten signature in black ink, appearing to read "B Riome". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Brendan Riome  
Climate Action Implementation Coordinator

<b>Project Title:</b>	<b>Climate Action Plan Community Engagement Strategy DRAFT</b>		
<b>Department:</b>	Long Range Planning & Sustainability	<b>Affected Depts.:</b>	All
<b>Project Managers:</b>	Laurie Cordell Barbara Everdene	<b>Date:</b>	Revision: May 26, 2022

### Context and Purpose of Community Engagement

After a two-year process of extensive research and public consultation, the City of Vernon’s first Climate Action Plan (CAP) was endorsed by Council on April 12, 2021. The vision of the CAP is that “by 2050 Vernon is a leader in climate action, with no net greenhouse gas emissions, and resilient to the changing climate”. External stakeholder engagement with the community is now focused on the implementation of the Plan to work towards achieving this vision through promoting and recognizing volunteer climate action on the part of individuals, community groups, businesses and organizations.

The purpose of engagement on the CAP is thus threefold:

1. To build public awareness of the City of Vernon’s new Climate Action Plan and its calls to action;
2. To engage the general community in voluntarily taking recommended climate actions; and,
3. To engage specific target groups with vulnerabilities and particular exposure to climate risk to identify their needs and priorities and opportunities to address them.

### Council Priority

Adopting and implementing a Climate Action Plan (p.12-13) falls under the Sustainability Priorities in Council’s 2019-2022 Strategic Plan.

### Climate Action Advisory Committee Role

The Climate Action Advisory Committee (CAAC) was struck by Council in 2018 to develop the Climate Action Plan and is now a standing committee of Council. The CAAC has a mandate to advise Council on matters relating to climate change; support administration in developing the CAP Engagement Strategy; and assist in the implementation of the Strategy.

### Desired outcomes from stakeholder engagement

The desired outcomes from engagement are as follows:

1. High public awareness that the City of Vernon has a Climate Action Plan
2. High public awareness of expected climate impacts and key adaptation calls to action
3. High public awareness of need to lower emissions and calls to action
4. Individuals are undertaking household level climate adaptation + reducing GHGs
5. Businesses are undertaking company adaptation actions + reducing GHGs
6. Community groups are undertaking neighborhood level adaptation actions + reducing GHGs
7. Participation in submitting success stories and metrics on voluntary climate action
8. Participation in City initiatives to measure GHG reductions and recognize efforts
9. Greater community resilience and empowerment to address climate challenges
10. Strong brand value for the City of Vernon

### Stakeholder mapping and associated issues/opportunities for engagement

We propose to engage with diverse communities in Vernon through a tailored approach to each of the six main types of audiences listed in the table below.

*Table 1: Target Audiences for Engagement*

Target Audience	Examples (see Appendix 1 for more)	What about this issue is important to them?	Primary Approach
1. General Public	<ul style="list-style-type: none"> <li>• All audiences</li> </ul>	Information that the City has a CAP and its key calls to adaptation, mitigation action	Web, social media, multi-media, Engage Vernon
2. Individuals and Interest Groups	<ul style="list-style-type: none"> <li>• CAAC + teams</li> <li>• Prev. Ambassadors</li> <li>• List of Potential Ambassadors</li> <li>• ESS volunteers</li> <li>• CAN!, OK Climate Hub members</li> </ul>	Time and commitment to demonstrate personal leadership and promote the CAP and encouraging and supporting collective action	Ambassador program
3. Neighborhood groups and organizations, incl. religious organizations and newcomer organizations	<ul style="list-style-type: none"> <li>• Predator Ridge Homeowners Assn</li> <li>• United Church</li> <li>• Okanagan Sikh Temple</li> <li>• Vernon &amp; District Immigrant Service Society</li> </ul>	Information on reducing losses from climate impacts; influencing climate ready land use policies (pre-OCP involvement)	Neighborhood resilience program
4. Organizations representing various	<ul style="list-style-type: none"> <li>• Youth organizations</li> <li>• Rotary Club</li> <li>• NO Optimist Club</li> <li>• Sports groups</li> </ul>	Information to reduce losses from climate impacts; motivation to	Neighborhood resilience program

Target Audience	Examples (see Appendix 1 for more)	What about this issue is important to them?	Primary Approach
communities and interests	<ul style="list-style-type: none"> <li>• Unions and worker organizations</li> </ul>	reduce GHGs; motivation to support vulnerable groups	
5. Organizations representing vulnerable communities with high exposure to climate risk	<ul style="list-style-type: none"> <li>• VSAN, Venture Training, Humane Animal Rescue Team (HART)</li> <li>• Social Planning Council of Vernon and partner orgs (incl. serving low income and unhoused)</li> <li>• Friendship Centre, Metis Association</li> </ul>	Obtaining information and support on increasing readiness and resilience to climate impacts	Neighborhood resilience program
6. Local businesses	<ul style="list-style-type: none"> <li>• Downtown Business Association</li> <li>• Vernon Chamber of Commerce</li> <li>• Construction sector (retrofits)</li> <li>• Individual businesses</li> </ul>	Information to reduce losses from climate impacts; ensure business continuity; enhance brand value from climate leadership; transition to climate ready business models, with a focus on supporting retrofits	Business resilience program
7. Institutional partners and stakeholders	<ul style="list-style-type: none"> <li>• School District 22, Vernon Teachers Association</li> <li>• RDNO</li> <li>• OKIB</li> </ul>	Shared interest in climate leadership and business continuity	Joint initiatives

How we will engage

We plan to engage the community on the CAP through various stages this year:

Figure 1: CAP Engagement Phases



**1. Launch**

Launching the CAP will be focused primarily on the general public and will focus on the release of the introductory video on social media. The City of Vernon website and CAP Storymap will be relaunched with a new look and resources. One of these might be providing an online carbon calculator (or a link to an existing calculator). The launch may also include an Open House (either digital or in-person, based

on current COVID19 guidance) for the general public to learn about the CAP, community calls to action, resources and upcoming programs. At the launch stage, we can contact key organizations for their interest in participating in engagement programming.

**2. Engagement Programming**

Over 2022, community engagement programming will include the following:

*Figure 2: 2022 programs*

The goal for 2022 is to create content and run a pilot for each type of training program with a small number of organizations to test and refine the workshops, so they can be taken to greater scale in 2023. Table 2 below provides a summary overview of these engagement programs.

*Table 2: Engagement program overview*

<b>Primary Approach</b>	<b>Description</b>
Community events	<ul style="list-style-type: none"> <li>• Multi-media campaign to raise awareness of the CAP</li> <li>• Support community climate initiatives</li> <li>• Host community recognition events</li> </ul>
Ambassador program	<ul style="list-style-type: none"> <li>• Launch Ambassador program</li> <li>• Create Ambassador training module and kits</li> <li>• Training workshops</li> <li>• Support Ambassador-led community initiatives</li> </ul>
Neighborhood resilience program / Business resilience program	<ul style="list-style-type: none"> <li>• Relationship building and creating an interest list</li> <li>• Create workshops &amp; toolkits</li> <li>• Conduct training workshops</li> <li>• Support community-led initiatives</li> <li>• Host community recognition events</li> </ul>
Joint initiatives	<ul style="list-style-type: none"> <li>• Relationship building</li> <li>• Initiatives TBD, e.g. Youth Symposium, OK Science Centre</li> <li>• Collaboration in hosting annual recognition event</li> </ul>
Recognition event	<ul style="list-style-type: none"> <li>• Explore potential for an annual community-wide event</li> </ul>

### 3. Measure Progress

The community portion of the Climate Action Plan will be implemented through volunteer climate action on the part of individuals, community groups, businesses and organizations. We will measure the community’s progress towards adaptation and mitigation on a periodic basis to benchmark progress. One activity may be an annual survey on climate action. We may hire a consultant to take an inventory of GHG emissions on a 3 to 5-year cycle; this is under development.

Numbers are important but do not resonate with everyone. One very important way of tracking and sharing progress is to gather and highlight stories of diverse forms of community action and make them publicly available online. There are many examples available online<sup>1</sup>. We can gather stories through nominations for recognition of local climate leadership (see below). See Appendix 2 for more details.

### 4. Celebrate and Recognize

The Strategy envisions bringing climate leaders from all target audiences together for a recognition event to celebrate voluntary efforts and provide certificates, plaques or awards to honor significant community contributions. This will help to create communications opportunities and raise the profile of the CAP, promote a culture of climate leadership and collaboration, and provide networking and connections opportunities across the various audiences involved in the local climate action movement. We might consider piggybacking this event with an existing local initiative that enjoys wide community participation.

#### Communication Strategy and Key Messages

It is recognized that institutions are taking a range of approaches, from declaring a climate emergency on one hand to talking about climate action as part of ongoing sustainability efforts on the other. The City of Vernon aspires to motivate action through promoting concrete positive actions target audiences can take to reduce their own vulnerability, reduce the vulnerability of others in the community, and make a difference towards net zero emissions. Table 3 below provides some FAQs and potential responses.

*Table 3: FAQs on CAP Implementation*

Question	Answer
<b>Which department is leading implementation of the CAP?</b>	For more information on the CAP, please contact the Long Range Planning and Sustainability department within the Community Infrastructure and Development Division.

<sup>1</sup> One example from the Fraser Basin Council using the Storymap platform: <https://fbc-bc.maps.arcgis.com/apps/MapSeries/index.html?appid=952ad7f7b56e4564a8b5f672f6a1c969>

Question	Answer
	<p>Laurie Cordell, Manager, Long Range Planning &amp; Sustainability (lcordell@vernon.ca) Barbara Everdene, Long Range Planner (beverdene@vernon.ca)</p>
<b>Who is involved in implementing CAP?</b>	<p>The Climate Action Plan involves every department at the City of Vernon. Each department has a role to play in reducing corporate GHG emissions and ensuring City infrastructure, programs and assets are ready and resilience to our changing climate. The Plan also involves every resident in the Vernon community. We all have a part to play in taking steps to increase the resilience of our homes and businesses to the changing climate, and to reducing our GHG emissions.</p>
<b>Why are we taking climate action now and what are the benefits?</b>	<p>The <a href="#">Intergovernmental Panel on Climate Change</a> (IPCC), the United Nations body for assessing the science related to climate change, reports that climate change is widespread, rapid, and intensifying and urges that the time to take action at all levels is now. We know that if we continue with business-as-usual scenario we can expect the climate in Vernon to warm by 6 degrees Celsius or more in the next 80 years. This means that Vernon will be at higher risk of drought, wildfire, smoke, extreme weather events and flooding. If we act now we can slow the process of warming and increase our readiness and resilience to climate impacts.</p>
<b>What is the CAP asking me to do as an individual?</b>	<p>The CAP encourages each individual to 1) consider ways to reduce greenhouse gas emissions and 2) consider ways to prepare for the impacts of the changing climate and increased risks of drought, wildfire, smoke, extreme weather events and flooding. We encourage you to take a climate pledge! You can check out our website for links to tools and resources, including a menu of potential climate actions and a carbon footprint calculator that can shed insight on the level of emissions of your current home, transportation and lifestyle choices.</p>
<b>What is the CAP asking me to do as a local business?</b>	<p>The CAP encourages every local business to assess where it can reduce its greenhouse gas emissions and improve resilience to climate impacts. This may include exploring new business models, logistics, procurement and technology. The CAP also encourages each business to consider business continuity in an emergency and take steps to reduce exposure to risk for staff, land, buildings, inventory and other business assets. We have climate readiness workshops available to help you get started! For more information, contact <a href="mailto:sustainability@vernon.ca">sustainability@vernon.ca</a>.</p>
<b>What is the CAP recommending I do as a community group or organization?</b>	<p>The CAP encourages every local organization to assess where it can reduce its greenhouse gas emissions and improve resilience to climate impacts. This may include exploring service models, the potential for active transportation and local and sustainable procurement. The CAP also encourages each organization to consider business continuity in an emergency and take steps to reduce exposure to risk for staff, land,</p>

Question	Answer
	buildings, inventory and other assets. If your organization supports community members that are at high risk to extreme weather or emergencies, it may be helpful to plan for these situations. We have neighborhood resilience workshops available to help you get started! For more information, contact <a href="mailto:climate@vernon.ca">climate@vernon.ca</a> .
<b>How do I report my climate actions to the City?</b>	We want to hear from you! Please share your climate action stories by email to <a href="mailto:sustainability@vernon.ca">sustainability@vernon.ca</a> . You are also invited to complete our annual survey here: <a href="#">LINK</a> .
<b>How do I report the climate actions of others to the City?</b>	We want to recognize and celebrate climate leadership in all its forms across our city. Each year we will open a nominations process for Vernon Climate Leaders. Please consider nominating someone that has inspired you this year. Nominations forms are available here: <a href="#">LINK</a> .
<b>I want to be more involved in helping the City implement the CAP. What can I do?</b>	We are looking for dynamic community members to be a part of our Ambassador program! This program provides training and resources on how to have climate conversations within your neighborhood and social networks, to learn more about the CAP and to take collective climate action. Please contact us if you would like more information.
<b>Where can I get a copy of the CAP?</b>	We do not have print copies of the CAP at this time. A digital copy is available for download at: <a href="https://www.vernon.ca/homes-building/environment-sustainability/climate-action">https://www.vernon.ca/homes-building/environment-sustainability/climate-action</a>

### Communications Workplan

Table 4 below provides a high level workplan to implement CAP engagement in 2022.

*Table 4: CAP Engagement Workplan*

Task	Deliverable	Target Date
Finalize Engagement Strategy	Engagement Strategy workshop Mar.3.22; Engagement Strategy	Feb-March
Funding application(s)	Completed application(s)	February
CAP branding	Communications assets (logo, etc.)	March-April
Prep website for launch	Web and Storymap updates	March
Contract CAP Intro Video	Video; social media launch for Earth Day?	March-April
Contract radio ad production	Ads on air	Apr-Nov
Develop Ambassador training module	Ambassador presentation and workshop facilitation plan	Apr-May
Recruit new Ambassadors	Invite list	Ongoing

<b>Task</b>	<b>Deliverable</b>	<b>Target Date</b>
Ambassador Training	Ambassador training workshop & kits	May; Oct
Develop Neighborhood Resilience training module	Neighborhood resilience presentation, toolkit and workshop facilitation plan	Apr-June
Recruit neighborhood groups and organizations	Invite list	June/July
Neighborhood resilience training	Training workshop & kits	June
Develop Business Resilience training module	Business resilience presentation, toolkit and workshop facilitation plan	Sept.-Oct.
Recruit businesses	Invite list	Sept.-Oct
Business resilience training	Training workshop & kits	October
Open nominations for Climate Community Leaders and advertise recognition event	Nominations received	October
Launch a CAP recognition program/event	Recognition Ceremony/awards/Web Stories/Metrics	November
Publish community leaders stories on website	Updated website and radio campaign	November
Publish retrofit resources & convene industry dialogue	Research brief, contact list, engagement event	December
2022 Progress report	Explore possibility of including a CAP page in City of Vernon Annual Report	TBD

### Risks and challenges

Table 5 below outlines several risks and challenges are involved in engaging stakeholders on this issue and how they expect to be mitigated:

*Table 5: Risks and Mitigation Plans*

<b>Risk or Challenge</b>	<b>Mitigation Plan</b>
Limits on gathering related to ongoing COVID19 pandemic	Digital engagement options will be provided when public health orders restricting events are in effect and/or at the request of participants.
Potential for disruption by protestors	Staff and volunteers will be briefed on conflict management strategies and key messages for handling disruptive comments.
Potential for emotional triggers related to the subject matter	Trauma-informed practice (TIP) best practices will be included in all training and engagement activities and staff and volunteers equipped with referrals to available supports for those experiencing a trigger.

Given that implementation of the Climate Action Plan in the community relies entirely on voluntary participation, there are significant risks to not engaging stakeholders and inspiring local action.

**Budget**

Table 6 below provides a budget for implementing this Engagement Strategy which totals \$20,000.00. Note that we have just received confirmation of approval of our grant application to ICLEI’s Agents of Change program, which will provide \$15,000.00 towards engagement activities. The budget below will be adapted.

*Table 6: Budget*

Category	Timeline	Amount
Movie production	April	\$10,000.00
Graphic design	April	\$3,500.00
Web design	April	\$1,000.00
Print services	April	\$1,000.00
Recognition event	October	\$1,000.00
Recognition awards	October	\$500.00
Neighborhood Kits	June	\$1,000.00
Ambassador Kits	May	\$500.00
Ambassador Recognition	October	\$500.00
Retrofit industry dialogue event	November	\$500.00
Climate business awareness workshop/kit	June	\$500.00

**Authorization:**

Manager Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Director Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Appendix 1

**Insert Brian's List**

**1. Neighborhood groups and organizations (including religious organizations and newcomer organizations)**

Organization	Representative	Contact Information
Lakeview Estates Community Association		
Okanagan Landing and District Community Association		

**2. Organizations representing various communities and interests**

Organization	Representative	Contact Information
CUPE		
Steelworkers		
Hospital Employees		

**3. Organizations representing vulnerable communities with high exposure to climate risk**

Organization	Representative	Contact Information

**4. Local business associations and businesses**

Organization	Representative	Contact Information

**5. Institutional partners and stakeholders**

Organization	Representative	Contact Information

## Appendix 2: Agents of Change Volunteer Engagement Program Evaluation Plan

### Impact Measurement Plan

- Annual survey on climate action
- Inventory of GHG emissions on a 3 to 5-year cycle
- Gather and publish stories of diverse forms of community action
- Nominations for recognition of local climate leadership

### Program Evaluation Plan

**Summary of Workshop Results:  
Climate Action Advisory Committee – Community Engagement team (CAAC-CE)**

***Introduction:***

In April, 2021, the Council of the City of Vernon approved the Climate Action Plan (CAP) for implementation.

Since then, the CAAC as a whole, the CE team, the climate ambassadors, and a number of relevant staff and stakeholders have participated in a series of workshops aimed at strategizing and prioritising Community Engagement activities that will support the implementation of Vernon's Climate Action Plan.

These include:

- Two workshops for CAAC members in May 27 and June 23, 2021. Their purposes were:
  - May 27 workshop: to brainstorm the opportunities and challenges for the CAAC in implementing the CAP, both within and outside the community of Vernon
  - June 23 workshop: to identify which of these opportunities and challenges were of highest priority.
- Two workshops held by the Community Engagement team (CAAC-CE) for the climate ambassadors and other stakeholders, in Nov 16, 2021, March 3, 2022, and May 12, 2022. Their purposes were:
  - Nov 16 workshop: to reconnect with the Climate Ambassadors (CAs) that were trained and mobilized in the creation of the Climate Action Plan, to celebrate the approval of the Plan and their role in engaging the community, to stimulate CAs' interest in continuing as Ambassadors through CAP implementation, and, to assist in the recruitment of new CAs.
  - March 3 workshop: to strategically prioritise actions and community groups for engagement for climate action, and to think about the menu of climate actions as a tool for engagement

This report will summarise the main results of these workshops to support the planning of the next phase of community engagement, including the recruitment and mobilization of the climate ambassadors.

***May 27 and June 23 workshops: Opportunities and Challenges:***

The most significant challenges identified by CAAC members were:

- the Vernon community is largely unaware that the CAP exists;
- the need for continued Council support, and for persuading Council to take a long-term view – that upfront costs are required for long-term savings;
- high rates of population growth are increasing GHG emissions, making achievement of the time-based GHG reductions contained in the CAP more challenging; and,
- the need for individual actions to buy local and consume less.

The most significant opportunities identified by CAAC members were:

- CAP vision, goals, and actions can be embedded in the Official Community Plan (which will be updated in 2022);

- building on the enthusiasm for COV leadership in climate action observed in the community and in the schools during the CAP development process;
- Expanding the role of youth in plan implementation;
- Federal and provincial funding; and,
- To influence community culture as it transitions to a low carbon future.

***CAAC Term 2 Workplan: Community Engagement section***

In response, a CAAC term 2 workplan was written in Sept 29, 2021, with the following suggestions for a community engagement (and youth engagement) strategy:

Community Engagement Working Group:

Successful implementation of the CAP will require a comprehensive campaign to engage with all segments of the Vernon community. The community engagement strategy will include:

- A strategic community engagement plan, that maps community assets and approaches engagement on climate actions strategically - this includes strategic approaches to reaching and mobilizing every segment of the community, including vulnerable populations, hard to reach groups, businesses, organizations, First Nations members of the community, youth, labour, faith groups, and others;
- re-energizing (and potentially growing) the successful Climate Ambassador program with a new presentation that reflects the Council-approved CAP and key messages about using the COVID experience to encourage a new lifestyle paradigm (e.g. with less consumerism, less waste, and more local purchasing), and a plan to deploy the Ambassador team as part of the community engagement program;
- a communication and outreach function, looking at social media and media elements, as well as researching and testing appropriate, targeted messaging; as well as providing high quality information and resources on the COV website (not only relevant to transportation, buildings and waste, but also relevant to travel, food, and consumption-based emissions), and facilitating two-way communication through the website, including stories and successes;
- Engagement and education events, starting with a launch / celebration of resilience;
- a plan to expand the role of the schools and youth in climate action (including partnerships with the District 22 Board, and promoting curriculum revisions to include climate and related material at all grade levels) (see next section); and,
- focusing attention on neighbourhood/community group connections.

For much of its existence, the CAAC has had a community engagement working group. The CAAC agreed on September 29, 2021 to re-establish this working group to work with COV staff to plan the community engagement strategy, and the CAAC role in community engagement - and four volunteers offered to participate in this working group.

It was also agreed that each member of the CAAC will need to play an active role in community engagement, and that the full committee will likely be involved in some aspects of this work.

Youth Engagement:

It was noted that the CAAC may wish to subsequently establish focused sub-groups for particular aspects of community engagement, and it was agreed that a Youth sub-group would be formed, to focus attention on climate action activities led by youth in the community. Four CAAC members offered to participate in this sub-group.

### **Nov 16 workshop:**

The event featured a World Café style group discussion, where small groups met to discuss three questions:

- What lessons learned would you share with new Ambassadors?
- Who are the groups we need to engage on climate in the community?
- What do you think should be priorities for climate action?

Group discussion notes on each of these questions is summarized below.

In addition a survey was sent out after the event. Relevant additional comments from the survey are added to the sections below.

#### *1. Lessons learned to share with new Ambassadors*

The following learnings were shared:

- There is widespread support for the Climate Action Plan, including within Vernon's business community – the level of support was surprising
- When preparing to make a presentation, it's important to understand the audience and what is important to them; different audiences need different messaging
- Strive for understanding first – it takes a lot of patience and a lot of listening before you jump in with comments
- Include a call to action in the presentation to let people know what they can do, e.g. lifestyle changes they can make, highlight actions relevant to that audience
- Be specific about the actions we want to see
- At the individual level, focus on adaptation
- Bring a copy of the Plan and have it in front of you
- Find something in common that you can connect around – ask questions about the organization, business, or group
- Use humour!
- Introduce yourself and establish credibility
- Partner with one or more Ambassadors for a team presentation approach (e.g. United Church presentation)
- Mentorship – pair experienced Ambassadors with new Ambassadors
- Plan for breakout groups after the presentation – people want to process/discuss
- Be adaptive and flexible with where people want to go in a meeting
- Emphasize solutions

Ambassadors also reflected that:

- They did not make many presentations—more outreach support needed (“It was harder than I thought it would be to find a group to present to”; “I felt like I wasn't doing a good job”)
- It felt challenging to communicate, even though Ambassadors were well networked in the environmental community
- It was easier to hold climate conversations
- It felt like presentations were “preaching to the choir”
- “Everyone I know is already on the bus”

- It was encouraging for people to know that there are others out there that care and that are taking action, which combats hopelessness and the feeling that you are alone and the only one worried about climate change
- Seniors would make excellent Ambassadors as they are bright, capable and have available time to reach out
- Recognize that it is harder for lower income people to take some climate actions (e.g. purchasing an electric vehicle, home retrofits)
- Recognize the need to encourage collective action as well as individual action

From the survey: Additional feedback on engaging the community in Climate Action Plan implementation:

- The rate at which the CAP is implemented will largely be controlled by the social license granted to the implementation by City Council City staff and the community at large. First, we must move the population to grant their license to implement the CAP, then we can proceed with full implementation.
- I believe that if there were regular news/events/updates happening in the community, more people would be paying attention. When there is just a high profile event once in a while, that doesn't stay on people's radars for long. We have to make climate change a daily topic.
- Situational signage informing locals of what is being done
- Emergency preparedness: school district, military base and religious halls / gym facilities need to be assessed and stocked ready for overflow from ESS centres already on standby. We need to be able to shelter more people easily until community hostels can catch up. Maybe we revisit concepts /resources like YMCA, youth hostels etc to evolve with respect to place to increase shelter capacity.

Three respondents confirmed that they knew potential candidates who might be interested in being Climate Ambassadors and plan to reach out.

*2. Ideas on encouraging unheard voices and groups we need to engage with*

The following ideas were shared on who we need to engage with and identify new Ambassadors for CAP implementation:

- Groups who current Ambassadors are already a part of
- City staff a group we need to work on – internal departmental stakeholders
- Vulnerable groups: Indigenous communities, youth, visible minorities, low-income
- Those who are most vulnerable to fires and floods (e.g. during the heat dome: many people in BC died, especially in older buildings with poor air movement (e.g. seniors and low income people); upgrades to heating / cooling needed, talking with apartment owners, how do we make this happen?
- Groups with disabilities, e.g. venture training, people who hire people, talk about the issues, give them a voice
- Need to improve communications with Indigenous communities as part of our reconciliation journey, and lifting up their voices
- Groups who can have lower engagement (the centre-right): faith groups, sports groups, business, workers, high-income (who are often the biggest emitters), retirees who move to the community for recreation (e.g. golf)
- High emitters, big industries: tolko, realtors and development, organizations; Need to leadership voices from high-income Vernonites

- Schools, which now have changed processes and procedures and have a more supportive administration, advancing inclusion, learning from COVID19
- Business groups: some larger businesses are thinking about climate from a business risk perspective, learning from covid and supply chain disruption issues
- Faith groups such as the United Church, which has a climate action committee; leading faith groups have a role in reaching out to other faith groups; see book by evangelical and climate scientist Dr. Katharine Hayhoe: A Climate for Change: Global Warming Facts for Faith-Based Decisions
- Newcomers to Vernon from the real estate boom, see South Okanagan example of the “welcome wagon” of information on the community to newcomers
- There was a big group of volunteers in ESS from the summer who could be reached out to for participation as Climate Ambassadors
- Need to be cautious about making assumptions about any group, in each group there’s a range of people
- More thinking needed on HOW to reach these groups

From the survey:

Which voices in Vernon do we need to hear more from throughout implementation?

- Youth (x3)
- Just about every voice in Vernon except those already active in climate change action, environmental groups or nature groups. Nice to preach to the choir, but more important that we reach out to all groups and demographics. We need to make a long list of groups and demographics to reach to, then set a plan to reach out to them. Youth and high school students seem more predisposed to action. We need to facilitate/support outreach with that demographic.
- Industry
- People of colour
- Retail and businesses
- Working class
- Indigenous
- Local people
- Vulnerable individuals on the cusp of homelessness, especially mobility challenged

### 3. *Priorities for climate action*

The following ideas were shared on what are our priorities for climate action:

Summary of the Top 4 Priorities:

1. Promote reducing individual consumption
2. Collecting and composting organics
3. Active transportation and public transit
4. Restoration and protection of habitat

Reduce GHG emissions

- Small groups to work on **reducing our individual consumption** (x4)
- A check list of the emissions of items and activities would help
- Smaller garbage bins would encourage and set expectation of less consumption
- **Collecting and composting organics** (x4), which will assist with pest control

- Adoption of the Step Code for building construction
- Staffing to support implementation of the Step Code
- Need to quickly implement new standards for house construction
- Make sure we are checking our emissions
- **Active transportation: more bike lanes and bicycle infrastructure (x3)**
- More and better transit, affordable transit (x2)
- Shaded trails for active transportation
- New ways of traveling
- Non-motorized recreation (promote this in tourism)
- Density – compact community

#### Carbon Sequestration / Biodiversity protection

- More trees in parking lots for cooling
- Design our streets to include natural cooling eg trees, overhangs etc.
- **Restoration and protection of habitat (x4)**
- With a goal of 2024, restore habitat and hydrology in Polson Park to enable the return of spawning salmon

#### Reduce vulnerability/improve resilience

- Protecting and improving infrastructure (SD22 and City of Vernon)
- Changes have been made to arenas and pools which are very energy intensive are examples of small wins already
- Help the communities within Vernon that are the hardest hit
- Housing is a priority
- Action that support food sustainability
- Build local systems and structures
- Improve housing for heating in winter and sheltering from heat in the summer

#### Thoughts on how to determine climate action priorities:

- Availability of adequate funding for actions
- Create social enthusiasm for changes by choosing which will work best
- Be strategic, pick the easy, quick changes (x2)
- Make implementation work visible to lessen residents' climate anxiety
- Take a long-term view with each action
- Accountability
- Celebrate publicly the action plan achievements
- We need to begin moving on all the actions, it is not either/or, it is a massive task
- Need a coordinating structure for the CAP

#### **March 3 workshop:**

##### *Breakout Groups #1 – Further Climate Action Prioritization*

In this 40-minute session, group members in three groups worked on prioritising their top Adaptation and Mitigation actions from the two menus, respectively:

- [Adaptation](#)
- [Mitigation](#)

This was followed by a discussion about *who* in the community should be involved in climate engagement related to that action as well as what *opportunities* might exist in the community to take advantage of while doing this engagement work.

A summary of the priority actions of the three groups (the actions named by each group are labelled G1, G2, G3, respectively) as well as those priority actions mentioned at an earlier climate ambassador re-launch workshop in November 2021 (these actions are labelled W) can be seen in the [Workshop Summary Worksheet](#). These can be seen for both Adaptation (first table) and Mitigation (second table).

Of these actions, those that were most highly prioritised, either by more than one of the groups, or because they were listed as top ranked priority by one group, are highlighted in yellow.

The major priority areas were compiled thematically, and can be summarised briefly as follows.

Adaptation: Note: The common thread through the adaptation priorities was working together; as neighbours, organizations, students etc.

- Emergency preparedness, especially at the neighbourhood level.
- Addressing extreme heat for vulnerable populations, including seniors, including preparing peoples' homes for it
- Green infrastructure: protecting habitats, planting trees, with a special role seen for school programs, amongst others
- Conserving outdoor water: addressing home and business owners, amongst others

Mitigation:

- Support for active transportation and transit, both individual and community wide (with special cases mentioned for ski hill trips, electric bus investment)
- Support for the transition to more remote working from home (the window of opportunity for this is now)
- Encouragement of home renovations, including the installment of renewable energy sources
- Promotion of a plant-forward diet, as well as more support of local food producers
- Encouragement of food waste reduction

Note that the above bullet lists integrate the action priorities of BOTH the Nov 16 and March 3 in a systematic manner, and should be considered the final, complete prioritization.

#### *Breakout Groups #2 – Action Menu*

How do we make the [Adaptation](#) and [Mitigation](#) menus useful and community friendly?

- Climate pledge
- Tangible personal carbon footprint
  - People need to understand areas of impact in their lives to initiate change
- Be clear and concise
  - People don't respond to long lists
  - Too much detail is overwhelming
- Invest \$ into graphic design and communications to capture engagement

- Integrate within community events
  - Climate pledge idea with mode of accountability/follow-up
- Role model volunteer families, document the climate change journey on the ground-level