

## Georgian Bluffs Climate Action Committee Work Plan (v1.4 – Feb 1, 2021)

The following work plan aims to provide input into the Joint Climate Change Action Committee meeting of January 8<sup>th</sup>, 2021. The work plan is a compilation of steps described on other documents but aims to be a ‘living document’ that will be refined over time and will reflect the Georgian Bluffs reality.

	What	Who	Q1/ 21	Q2/ 21	Q3/ 21	Q4/ 21	Status
1	Propose to the Municipality to establish a joint Climate Action Committee						✓
2	Determine Terms of Reference						✓
3	Seek Council Approval for the Committee						✓
	<b>MILESTONE: Committee Established</b>						✓
4	Establish a governance structure and ground rules						✓

	What	Who	Q1/ 21	Q2/ 21	Q3/ 21	Q4/ 21	Status
1	Organize a presentation to the Council by John A. to explain what options are on the table, costs and funding opportunities, duration of the development of a plan etc.						✓
2	Consider asking potential consultants to provide a presentation as well?						
3	Develop a Municipal climate change vision and goals						
4	Determine an awareness strategy to explain the proposed objectives to councilors and obtain their buy-in						
5	Advise the Council on taking both a mitigation and adaptation approach						
6	Suggest a Council Resolution to Join PCP Partners for Climate Protection (CPC) as well as ICLEI-BARC						
7	Explore funding opportunities for developing a CAP. What requires a CAP to qualify for funding, what are the opportunities.						
8	Determine the staff and resources to implement the CAP. Will/can the Municipality dedicate specific staff to specific roles? To what extent money is available to hire new staff, to what degree will we rely on consultants and university-student partnerships?						
	<b>MILESTONE: Council commitment (and budget allocation) to the development of a Climate Action Plan</b>						

	What	Who	Q1 /21	Q2 /21	Q3 /21	Q4 /21	Status
1	Ensure budget approval to hire a consultant to work with GB Municipality staff to draft a CA Plan						
2	Determine Scope of Work/ Terms of Reference for the consultant (data collection Municipality wide or only related to Municipal activities?)						
3	Determine focus point within GB Municipality to coordinate CA Plan development and implementation						
4	Milestone – Council provides a mandate to a staff person to coordinate and implement the Climate Action Plan						
5	Develop a public communications/awareness strategy						
6	Collection of inventory data + Summary of data sources + assumptions made						
7	Develop GHG emission inventory and business-as-usual projections						
8	Develop climate science report						
9	Drafting of the Current Conditions Report						
10	Milestone – Baseline Emissions Inventory and Forecast Established (current conditions report)						
11	Current conditions report presented to Council						
12	Project future GHG emissions based on a ‘do nothing’ scenario (no climate action intervention) and, on the other side, a low carbon scenario (LCS)						
13	Explore financial opportunities, programs and policies to pursue a LCS approach						
14	Milestone – Council commitment to establishing an emissions reduction target						
15	Conduct a vulnerability assessment via survey						
16	Conduct risk assessment and prioritize risks (follows the impact statement)						
17	Determine 2 targets; one for municipality owned operations and one for community wide emissions						
18	Milestone - Council approval to establish an emissions reduction target						
19	Milestone - Council commitment to draft a Local Implementation Plan						
20	Implement the communications/awareness strategy						

21	Set themes and objectives based on workshops and community engagement (e.g. Built environment, Energy, Agriculture and Local Food Systems, Natural Systems and Resources, Transportation, Waste, Climate Resilience)						
22	Decide on focusing on corporate/ Municipal operations first or the whole community						
23	Identify what is happening now, policies, plans, actions taken (build on what is already happening)						
24	Determine if are there partnerships that should be nurtured or developed						
25	Conduct best practices review						
26	Develop and refine action long list						
27	Description of the costs and funding sources						
28	Ensure that plans initially developed around the concept of sustainable communities are resilient to climate impacts. Sustainable development is based on four nested domains: - environment - culture - society - economy Also include - First Nation communities. - Human wellbeing and mental illness due to climate stress.						
29	Quantify emission reductions						
30	Identify metrics for monitoring review						
31	Develop implementation schedules						
32	Council allocation of resources to implement the plan (staff time and budget)						
33	Name the Municipal departments or organizations responsible for the implementation of the plans and the actions outlined in it						
34	Write, edit, and finalize the Local Action Plan						
35	Milestone - Local Climate Action Plan developed						
36	Milestone – Local Climate Change Action Plan approved by council						
37	Milestone- Councils implements Climate Action Plan						

	What	Who	Q1 /21	Q2 /21	Q3 /21	Q4 /21	Status
1	Determine savings that implementing the plan could generate						

2	Determine the implementation schedule						
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	What	Who	Q1 /21	Q2 /21	Q3 /21	Q4 /21	Status
1	Include performance metrics to track progress and timelines for achieving key deliverables/major milestones, and a strategy to report back publicly on progress						
2	Provide an updated corporate or community inventory for the current (or near current) year						
3	Provide a quantification of the GHG reduction impact of each measure outlined in the local action plan						