

SCHEDULE E

Form of Completion Report for Plans

GMF number:	15120
Name of the Recipient:	The Corporation of the Town of Perth
Phone, fax, e-mail, and address of lead contact:	Name: John deRosenroll Title: Chief Administrative Officer Phone: 613-267-3311 Fax: 613-267-5635 Email: jderosenroll@perth.ca Address: Town of Perth 80 Gore Street East Perth, Ontario K7H 1H9
Date of the Report:	October 31, 2017

1. Summary of the Initiative

a. Please briefly describe the Plan that was prepared as part of this planning exercise.

This plan establishes an absolute reduction target of 10% below 2015 GHG emission levels by 2022 for the Town of Perth corporately, and 6% below 2015 by 2022 for community emissions. The actions identified in this plan are an important starting point that will lead to early reductions, but the combined efforts of the residents, businesses, and the Town of Perth are required to unlock new opportunities over the length of the plan. Perth has developed this Climate Change Action Plan using the Partners for Climate Protection (PCP) framework.

b. What was the objective in preparing the Plan (i.e., what was the Recipient trying to achieve, and why)?

The primary goal of this action plan is to lead to the reduction of climate change-causing greenhouse gas emissions. The actions identified in this plan to reduce greenhouse gas emissions were scoped to ensure that (1) the Town of Perth has the authority to implement the actions identified, (2) the reductions are financially affordable, and that (3) the required technology is feasible and commercially available now or in the near future. Actions have been prioritized that result in measurable impacts. Secondary goals of this plan include:

1. Increasing air quality
2. Developing a culture of sustainability
3. Supporting emerging sustainable industries including eco-tourism, and professional trades related to energy efficiency and renewable energy

c. If the lead applicant is not a municipality, please briefly explain why the lead applicant undertook this Initiative.

Not applicable.

d. Please summarize the activities completed as part of this Initiative, as per Schedule A. Note: Your summary should build on the information you included in your previous Progress report(s). Please ensure to briefly (four to five sentences) explain how the Plan

was prepared—that is, what was the approach (or methodology) that was taken to meet the community’s objectives. If applicable, please describe any public consultation process that was used in developing the Plan (e.g. describe items such as how stakeholders were identified and engaged in the preparation of the Plan; the visioning process that was used; any community surveying techniques that were used and so forth).

Following the 2014 election, Mayor John Fenik initiated the Mayor’s Task Force on Climate Change (Task Force) with a mandate to lead the creation of a Climate Change Action Plan that identifies targets and milestones for the implementation of sustainability principles across departments and for council decision-making. The Task Force is comprised of residents, civil society representatives, elected officials, and municipal staff.

For the past year, the Task Force has met monthly to provide feedback on the development of this climate change action plan, to direct stakeholder engagement activities, to advise municipal staff and members of Council, and to start local sustainability initiatives. An example of a Task Force-

initiated project is “Blue W”, a voluntary program that business owners can participate in by displaying a sticker of a blue “W” in their window to indicate that reusable water bottles will be refilled free of charge during regular business hours. This program is intended to reduce the use of plastic water bottles by providing a tangible alternative.

The Task Force hosted an Open House in April 2017 where Task Force members and municipal staff presented Perth’s greenhouse gas inventory and core components of the climate change action plan. Task Force members and municipal staff answered questions from residents and recorded feedback. Key themes in the feedback included:

- **Transportation:** Residents noted the importance of improved bike lanes and recommended that the existing network of bike lanes be expanded either on road or in the form of separate paths.
- **Energy Efficiency:** Education and incentives were recommended as catalysts for encouraging energy retrofits in existing buildings. Residents were interested in the use of above-building-code requirements to drive the construction of new energy efficient homes.

The local leadership of the Task Force and resident participants in the Open House have been important contributors to this plan and the Town of Perth will continue to engage residents as the plan is implemented.

- e. Were there any significant changes to the scope or costs of the Project as described in the Agreement or in a previously submitted Project Progress Report (if applicable)? If so, please briefly explain why.**

There were no significant changes to the scope or costs of the Project.

- f. How much did the preparation of the Plan cost, and how was it paid for?**

Project costs were covered by the Green Municipal Fund grant, and by the Town of Perth’s cash contribution.

Sources of Funding				
Funding Source	Description	Date Confirmed	Amount	Percentage of Total Budget
Green Municipal Fund	Grant	September 29, 2016	\$24,808	50%

Town of Perth	Cash	February 21, 2017	\$24,808	50%
Total Funding			\$49,616	100.00%

g. Roughly how long (in months) did it take to prepare the Plan?

The Plan took roughly 11 months to complete (December 2016 - October 2017).

h. How is the Plan related to existing plans, practices, guidelines or policies within the municipality, and how does it contribute to achieving the municipality’s sustainability goals?

The Plan is related to the following sections of the Official Plan:

- Chapter 4.4 – Strategy for Economic Development
- Chapter 5.9 - Energy and Resource Efficiency and Community Sustainability

The Plan states that Perth aspires to be a place where “being a Green Community is a way of life.” This Plan scopes that broad statement into a set target, establishes a roadmap for achieving that target, and provides a reporting framework for assessing success.

2. Community Context

a. Please provide a brief (five to six sentences) profile of the community that is the object of this Plan, including population, geographic area, demographics, and general economic conditions. (Note: This information is readily available from the Community Profiles section of the Statistics Canada website at www.statcan.ca.)

Located on the Tay River in eastern Ontario, halfway between Ottawa and Kingston, Perth is a small town of 5,840 residents (2011) with a big vision. Its backdrop of historic stone buildings makes Perth a popular tourism and recreational destination for visitors from elsewhere in eastern Ontario, the nation’s capital, as well as tourists and cottagers from the United States. Many residents from smaller urban centers and the surrounding rural areas depend on Perth as the central place for employment, shopping, recreation, health, social, cultural and recreational services.

This translates into more jobs than there are people. From 2001 to 2011, the number of jobs in Perth increased by 19% to over 6,010. The largest employment sectors for the Town are health and social services (24%), manufacturing (15%), and retail (13%). Together, these three sectors account for more than 50% of all employment in the Town.

Perth has been recognized for its early efforts to reduce greenhouse gas emissions. In 1998, the local environmental organization EcoPerth completed an inventory of the Town’s greenhouse gas emissions. Together, the Town and EcoPerth undertook a series of reduction measures, including the retrofit of many of the Town’s facilities and the use of special zoning to create the demonstration sustainable neighbourhood called PerthWorks.

Nearly two decades after first establishing itself as a leading example of municipal climate action in a small Canadian municipality, the Town Council and community of Perth have once again set their sights on raising the bar of climate leadership.

b. Briefly (two to three sentences) indicate the size and structure of the municipal government, and the approximate number of full-time municipal employees.

The Corporation of the Town of Perth provides governance for approximately 6,200 citizens. Service delivery is provided by 50 full time employees and 50-part time staff.

3. The team: Who Was Involved?

- a. **Briefly (four to five sentences) indicate who was involved in developing this Plan, and their affiliations. Include both municipal staff and officials who managed the preparation of the Plan, and any consultants who worked on the Plan.**

This Plan was written by Sean Campbell of the consultancy Scaled Purpose. Technical expertise was provided by Bob Argue of the consultancy REIC Perth. Corporate knowledge and oversight was provided by John deRosenroll, CAO of Perth. Leadership was provided by the Mayor's Taskforce for Climate Change, which is chaired by Mayor John Fenik.

- b. **Was there a Project champion who was instrumental to the completion of the Plan? If so, please include his or her name, title and contact information, and describe his or her role in the preparation of the Plan.**

The Project champions for the completion of this Plan were Mayor John Fenik and members of the Mayor's Task Force on Local Climate Change.

Mayor Fenik and the Mayor's Task Force on Local Climate Change can be contacted via John deRosenroll, CAO.

4. Environmental, Economic and Social Benefits of the Initiative

For the questions in this section: If the answer to the question is clearly outlined in the Plan itself, it is sufficient to indicate the section and page number(s) of the Plan on which the information can be found.

- a. **What environmental goals/objectives and targets were established in the Plan?**
- Overarching goals set on page 8
 - Target set on page 16
 - Actions on pages 18-31
- b. **What social goals/objectives and targets were established in the Plan?**
- Overarching goals set on page 8
 - Actions on pages 18-31 (community reductions have direct impact, corporate have indirect impact)
- c. **What economic goals/objectives and targets were established in the Plan? Please include any anticipated financial savings resulting from operational efficiencies included in the Plan.**
- Overarching goals set on page 8
 - Actions on pages 18-31

5. Outcomes and Next Steps

- a. **How will your community be using the Plan (i.e., what happens now that the Plan is finished)?**

Climate action plans are living documents that evolve with new technology and best practices, and lead to cross-sectoral collaborations that unlock new opportunities. The following principles should guide the actions of Perth's climate change mitigation work:

- Seek continued improvement: This plan is not an end to the process, nor is it a fixed path. As we dedicate ourselves to lowering our climatic impacts we will identify new opportunities for pushing even further, reducing emissions even deeper, and building a stronger Perth.
- Make sustainability a way of life: Sustainability must be brought out of the domain of specialized environmental departments and integrated into existing processes and policies, including budgeting, capital replacement, and economic development. As individuals, our daily choices—to walk or cycle, recycle or compost, purchase low impact products, and retrofit our homes—are important, impactful, and build a lasting culture of sustainability.
- Collaborate across sectors: Change often occurs when “unusual” voices are given a seat at the table. Climate change does not stop at the edges of towns, corporations, or class distinctions. By working together, we can leverage our collective strengths to develop innovative solutions.
- It can be done: The challenge of overcoming climate change is big and at times daunting, but it can be done. We only have to look around the world to find countless examples of local climate leadership.

See pages 32 and 33 of the Climate Action Plan for more details.

b. How will the Plan be implemented?

See pages 32 and 33 of the Climate Action Plan.

c. Do you anticipate any changes to municipal operations, policies or programmes as a result of having prepared this Plan? If so, please describe these changes.

See pages 32 and 33 of the Climate Action Plan for more details.

6. Lessons Learned and Knowledge Sharing

In answering the questions in this section, please consider all aspects of the preparation of the Plan—from the initial planning through each of the essential tasks until the Plan was completed.

a. If your municipality was planning to undertake the preparation of this kind of plan again, what (if anything) would you do *differently* (based on your experience with the preparation of this Plan), and why?

Increase the involvement of department directors in planning meetings, and seek community organizations and businesses to partner in the creation of the Action Plan to ensure partnership in implementation.

b. If your municipality was planning to undertake the preparation of this kind of plan again, what (if anything) would you want to do *in the same way* (based on your experience with the preparation of this Plan), and why?

The use of a Task Force or governing body was important for grounding the work, providing credibility, and supplying local knowledge.

c. What barriers/challenges (if any) did your municipality encounter in undertaking the preparation of this Plan, and how were they overcome?

Members of the governing Mayor’s Task Force come from different backgrounds and had different opinions on the depth of reductions that should be sought by the Action Plan. In practice this may have been a strength as it more closely reflected the broader population, with some members advocating for a deep reduction targets while others sought a more conservative target.

- d. **Aside from the Final Plan, has your work resulted in anything else that could be of use to another municipality (for example, a new policy for sustainable community development, a series of model by-laws, the design of a new operating practice, a public consultation manual, check-lists, a measurement tool to assess progress in moving towards greater sustainability, etc.)? If so, please describe the item(s) briefly here, and include a copy of the item(s) when submitting this report, so that it can be shared with other communities.**

No.

- e. **Would you like to showcase your Plan through an FCM webinar or workshop?**

_____ Yes.

7. **Publicity and Outreach**

- a. **Has the Initiative received any recognition, media coverage, or notable public support? If so, please describe briefly (three to four sentences).**

The Town of Perth's Climate Action Plan has been featured on local radio and in the local newspaper. The stories discussed the Town's motivation for developing the plan, and announced opportunities for community members to get involved.

- b. **Is there a website where more information about the Initiative can be found? If so, please provide the web address with links to the relevant section.**

<http://www.perth.ca/en/live-and-play/Environment-and-Sustainability.aspx>

8. **Contacts**

- a. **Please provide the name and coordinates (title, full address, phone, fax and email) of someone who can be contacted for more information about the Plan.**

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- b. **In the event the contact is no longer available, please provide general contact information for the lead applicant, such as the administrative office of the municipal department that coordinated the Project or some other general contact for the Recipient/lead applicant.**

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