



Town of Perth Climate Change Advisory Panel
2024 *DRAFT* Workplan

Town of Perth Climate Change Advisory Panel – Terms of Reference

Authority

Authority transfer is restricted to the scope described herein, unless an amendment is explicitly authorized by Council. The Climate Change Advisory Panel (CCAP):

1. Shall provide climate change mitigation and adaptation best practices recommendations to Council as required;
2. Shall have the authority to assign special projects, research or matters that arise from time to time to its members that are within the scope of these Terms of Reference.
3. Shall not communicate externally on behalf of Council except as related to the scope;
4. Shall not authorize any expenditures outside of the approved panel budget;

Scope

The CCAP shall review and make recommendations to Council on local climate change mitigation and adaptation measures.

Draft Workplan

The proposed workplan will outline activities that support greening of town operations, community improvement, and or raising public awareness, about the risk and potential impacts association with climate change. The items list below are not necessarily in order of priority. Approximate time frame refers to whether this is something that can be achieved in the short term (less than 1 year), medium term (within 4-year Council term), long term (greater than 4 years) or as part of an ongoing initiative. Resources refers to whether the action item can be achieved within existing staff resources or the CCAP's allocated \$10,000 budget.

No.	OBJECTIVE	TITLE	DESCRIPTION	LEAD	BUDGET IMPLICATIONS	STATUS
1	Building Green Partnerships	Establish and Cultivate Community Networks	<ol style="list-style-type: none"> 1. Establish connection with Lanark County re: effective linkages and reporting in support of Lanark Climate Action Plan. 2. Establish network with other lower-tier municipalities within Lanark County to share information and best practices (e.g., Carleton Place Environment Advisory Committee's planned workshop regarding home retrofits for residents February 2024). 	Judy Brodie	N/A	<p>Current status: Initial contact has been established with Carleton Place Environment Advisory Committee and Climate Network Lanark.</p> <p>Next steps: Liaison with Lanark County on Lanark County Climate Action Plan. Identify whether Lanark emissions inventory and forecast will include Perth-specific data and advise on potential next steps re: reporting.</p>

			3. Leverage other networks and partners to support joint climate projects			
2	Greening Operations	Identification of Grant Opportunities	Ongoing exploration of potential grant opportunities from various sources to support climate change objectives	Andy Sadie	Potential requirement to match grant funding once identified (TBD)	<p>Current status: The following grant applications are being explored:</p> <ol style="list-style-type: none"> 1. Enbridge Municipal Climate Action Incentive 2. Infrastructure Canada Rural Transit Solutions Fund 3. Explore Ontario version of Rural Economic Development and Infrastructure (REDIP) <p>Next steps: Ongoing scanning</p>
3	Greening Operations	Climate Change Adaptation Plan	Provincial requirement (Ontario Regulation 588/17) to develop a Climate Change Adaptation Plan including actions that may be required to address vulnerabilities (operations, level of service, assets) caused by climate change	Brodie	N/A	<p>Current status: Presentation from staff on climate risk assessment May 18th, 2023.</p> <p>Next steps: Continued development of Adaptation Plan. Seek buy-in from Council and building it into our long-term asset management plan and capital budgets.</p>
4	Greening Operations	Perth Asset Emissions Inventory Assessment	<p>CCAP-23-010-1: That the Climate Change Advisory Panel request approval from the Council of the Town of Perth, through the Committee of the Whole, to create a new baseline emission inventory and forecast starting with an assessment of facility emissions in 2022.</p> <p>Alignment with Lanark County Climate Action Plan commitment to create a</p>	John Andy	Potential matching funds (or supplementary funds) to Enbridge Municipal Climate Action Incentive	<p>Current status: Pending approval of Municipal Climate Action Incentive Offer from Enbridge Gas Inc.</p> <p>Next steps:</p> <ol style="list-style-type: none"> 1. Identify consultant 2. Draft SOW 3. Launch RFP 4. Undertake assessment

			greenhouse gas emissions inventory and forecast as well as setting an emissions reduction target.			
5	Greening Operations	Climate Change Lens Pt. II (quantitative)	<p>Work with partners to explore the development or adaptation of existing quantitative GHG emissions assessment tools to supplement current Climate Lens.</p> <p>This lens, including the already developed Climate Change Lens Pt I (qualitative), could be applied in the assessment of new development approval and planning</p>	Brodie		<p>Current status:</p> <p>Next steps: reach out to Bob Argue and Sue Brandum to explore recent work in this area.</p>
6	Greening Operations	Improve Active Transportation	Work with Town Staff to undertake a Town of Perth Active Transportation feasibility/scoping study (building on work outlined 2017 Town of Perth Municipal Transportation Master Plan)	Jim		<p>Current status: Included in the 2023 Perth budget, but not expected to start until late-2023 / early-2024 due to staffing changes.</p> <p>Next steps: CCAP to assist in developing SOW / tender prep and consultation with staff.</p>
6	Greening Operations	Improve Public Transportation	Offer support and assistance to Lanark County Rural Transportation Working Group and explore other options to improve public transportation options for Perth residents.	Hilary	Infrastructure Canada Rural Transit Solutions Fund requires 20% municipal project funding	<p>Current status: Exploring potential grant funding opportunity through Infrastructure Canada Rural Transit Solutions Fund</p> <p>Next steps: Return to CCAP with more details at 11-30 meeting</p>
7	Community Improvement	Reuse Centre	Ongoing support for Re-Use Centre at the Perth Landfill	Barry	Ongoing	<p>Current status: Ongoing volunteer support for Re-Use Centre</p> <p>Next steps: Solicit active and regular participation of CCAP members</p>

8	Community Improvement	Trashure Hunt	Ongoing support for annual Trashure Hunt	Sadie	\$1500	<p>Current status:</p> <p>Next steps: date selection and initiate planning for 2024 Trashure Hunt</p>
9	Community Improvement	Tree Planting	<p>Explore two new potential Municipal Tree Programs:</p> <ol style="list-style-type: none"> Residents with street frontage (the space between the property line and the roadway) can request a free tree from the Town of Perth. Town of Perth schools can submit applications for tree planting projects on school property. 	Hilary John	TBD	<p>Current status:</p> <p>Next steps: Get more details on similar programs in other municipalities (e.g., Lanark, Ottawa, etc.) Explore feasibility with the Town of Perth staff as well as potential funding opportunities.</p>
10	Raise Public Awareness	Green Scene	Ongoing development of content to support Green Scene and municipal climate communications including promotion of key upcoming events:	Sadie		<p>Current status:</p> <p>Next steps: Department of Community Services to appear at CCAP 11-30 to discuss process around generating climate content from CCAP.</p>
11	Raise Public Awareness	Emergency Preparedness Kit	<p>In partnership with Department of Community Services develop a promotional campaign around the importance of residents having a 72hr emergency kit. Basic Emergency Kit (getprepared.gc.ca)</p> <p>Target campaign release during 2024 Emergency Preparedness Week. Purchase of 10 Emergency Preparedness Kits to be given away as prizes as part of promotional campaign</p>	Judy	<p>Approx. \$150/each = \$1500</p> <p>72 Hour Emergency Preparedness Kit Canadian Safety Supplies</p>	<p>Current status:</p> <p>Next steps: Discussion with Department of Community Services on plans for emergency preparedness week, including communications material (note that need to make clear linkage with climate change)</p>