

1. ENVIRONMENTAL CODE

COMMITTEE RECOMMENDATION

That Council approve an Environmental Code, and recommend the Environmental Code be forwarded to the Council of the new City of Ottawa for adoption.

DOCUMENTATION

1. Joint Environment and Transportation and Planning and Development Approvals Commissioners' report dated 21 Mar 00 is immediately attached.
2. Extract of Draft Corporate Services and Economic Development Committee Minute, 04 Apr 00, immediately follows the report and includes a record of the vote.

REGION OF OTTAWA-CARLETON
RÉGION D'OTTAWA-CARLETON

REPORT
RAPPORT

Our File/N/Réf. Your File/V/Réf.	50 02-00-0120
DATE	21 March 2000
TO/DEST.	Co-ordinator Corporate Services and Economic Development Committee
FROM/EXP.	Environment and Transportation Commissioner Planning and Development Approvals Commissioner
SUBJECT/OBJET	ENVIRONMENTAL CODE

DEPARTMENTAL RECOMMENDATION

That the Corporate Services and Economic Development Committee and Council approve an Environmental Code, and recommend the Environmental Code be forwarded to the Council of the new City of Ottawa for adoption.

BACKGROUND

In March of 1996, Management Committee established the Green Steering Committee (GSC), within existing resources, to support and promote the use of environmentally-appropriate goods, services and practices throughout the *internal* operations of the Corporation, and to strive to serve as a corporate example in this area. Since that time, the Green Steering Committee has met regularly on a monthly basis to discuss, address and promote environmentally friendly programs within the *internal* operations of the Corporation. In its Annual Report, the true highlights from year to year continued to be the initiatives of the different departments. A summary of these reports has been circulated under separate cover.

Key initiatives of the Committee were the establishment of the Green Rep program in January 1998 and the development of a proposed Environmental Code (Annex A). During 1998, the Green Steering Committee set out to draft a code or policy statement that would articulate the overall direction and establish a set of principles of action for our organization. After discussion and review by senior management, the Code was presented to and endorsed by Management Committee in February 2000.

ENVIRONMENTAL MANAGEMENT IN OTHER MUNICIPALITIES

Several other municipalities, similar in population size to the Region, have implemented policies to integrate the consideration of the environment into their corporate activities. For example, with the amalgamation of the City of Toronto, the new Council took the opportunity to develop a strategic Environmental Plan. The Plan identifies activities and responsibilities for corporate groups and the community in achieving a sustainable environment along with dedication of corporate and Council resources to lead and assist in implementing this initiative. Parts of Toronto's Plan are modelled after sustainable community initiatives within the City of Vancouver. These plans incorporate policies similar to those already reflected in our Regional Official Plan, as well as commitments with respect to operational activities.

Other municipalities that have similar programs underway include the cities of Calgary, Edmonton, Seattle, Denver and Auckland. In each of these organizations, a corporate environmental management policy has been adopted with dedicated staff available to lead and advise corporate groups on its implementation. The City of Calgary is progressing with an Environmental Management System under ISO 14001¹ to be implemented in July 2000. Another community, the City of Portland, has taken a slightly different approach, focusing its attention on Green Building strategies, providing advisory expertise internally and also to the community through its Office of Energy.

In each of the above-mentioned cities, implementation of an environmental policy for municipal operations is seen to contribute towards a clean, liveable city through outcomes such as reduced generation of solid and hazardous waste, and reduced carbon and nitrous oxide emissions, by establishing the municipality as leading by example. Most municipalities close the loop by measuring and reporting to the public on their environmental performance.

The City of Ottawa adopted a Declaration of Environmental Stewardship in 1993, and implemented an Environmental Management Branch to develop an environmental strategy. The staff of eight has included a Climate Change team of three people, one of whom is contracted to the Region of Ottawa Carleton to assist in producing a Regional Corporate Climate Change Action Plan.

The City of Kanata also has a code of Environmental Ethics, and has instituted programs to reflect this commitment.

ENVIRONMENTAL CODE: SHOWING LEADERSHIP

As we enter the new millennium, the environment is again high on the agenda of the public's concern and the media's attention. Corporate commitments with respect to the Federation of Canadian Municipalities' Partners for Climate Protection initiative (formerly the 20% Club) to reduce Green House Gas emissions require guidance and action. The visioning process related to the review of the Official Plan and the Regional Directions document both acknowledge the importance of the environment. From outside the Corporation, the indicators are just as plentiful;

¹ A system of policies and procedures that meets the standards set by the International Organization of Standards for integration of environmental considerations into corporate operations.

for example, the Federal Government continues to look for ways to make progress towards the Kyoto (Climate Change) commitments, and in the recent Federal Budget announced a series of Funds to advance greening initiatives, including: Green Municipal Enabling Fund, Green Municipal Investment Fund, as well as ongoing funding for Sustainable Development Technology Fund and the Climate Change Action Fund. The GLOBE 2000 conference recently held in Vancouver expected to attract 11,000 attendees to look at the business of solving environmental issues.

The growth of programs that have as a major component some impact on the *internal* operations continues to expand, and the Environmental Code articulates some or all of the goals of these programs. The programs include the Transportation Demand Management (Mobility Services, Environment and Transportation Department); Climate Change (Policy Planning, Policy and Development Approvals Department); Green Procurement (Supply Management, Finance Department); workplace recycling (Property, Planning and Development Approvals Department). In addition, instituting an Environmental Code would provide a point of reference and guidance to other programs and projects.

As the new City of Ottawa evolves, senior management will be asked to provide direction in these areas. Attached as Annex B is a memorandum from the Director of the Water Environment Protection Division addressed to the Environment and Transportation Commissioner. The contents and recommendations have been endorsed by the senior management team of the Environment and Transportation Department. Within both the GSC and the departments of the Corporation, there is a rising awareness of environmental issues and their impacts including the links to economic and personal health, well-being and sustainability.

Municipal restructuring introduces many unknowns to the future operations. The new City of Ottawa should have, as one of its founding principles, sustainable development based on efficient and environmentally-responsible use of all resources. The Environmental Code has been drafted to articulate the policy direction that will support that principle with respect to the *internal* operations of the new structure. A consistent and clear statement from the start will be the most effective direction to give to heads of departments, divisions and all staff.

CONCLUSION

The importance of environmental values has emerged over time in the Region of Ottawa-Carleton. First seen in the daily operations with the implementation of such simple steps as energy conservation and related cost savings, the environment now needs to be at the core of values being considered in order to protect and promote the health, safety and sustainability of our community. The Regional Official Plan outlines that commitment in the planning of our community. The Environmental Code articulates those same principles for the Corporation's

internal operations. Environmental principles are in practice in much of what we do; but by endorsing the Code, the Corporation can demonstrate its environmental leadership role, provide guidance to staff on environmental issues, and recommend these values and principles as cornerstones in the establishment of the new City of Ottawa.

*Approved by
M. J. E. Sheflin, P.Eng.*

*Approved by P. Sweet on behalf of
N. Tunnacliffe, MCIP, RPP*

PM/EG/md

Attach. (2)

ANNEX A

(See Overleaf)

SUBJECT	Environmental Code
AUTHORITY	Environment and Transportation Department

SECTION**SUBJECT** Environmental Code**POLICY STATEMENT**

To fully support the principle of sustainable development, based on efficient and environmentally-responsible use of all natural, human and economic resources, and to reflect this in all aspects of our internal operations and activities.

APPLICATION

This policy would apply to all internal operations.

POLICY DESCRIPTION

The Region of Ottawa-Carleton, O-C Transpo and the Ottawa-Carleton Regional Police Service fully support the principle of sustainable development. To reflect this commitment in all aspects of our internal operations and activities, including planning, facilities and real property management, procurement, and waste management, the Region commits:

To integrate environmental concerns with personnel, financial, safety, health, economic development, land-use planning and other relevant operational concerns in decision-making.

To seek cost-effective ways of reducing the input of raw materials, toxic substances, energy, water and other resources, and minimizing potential environmental contaminants associated with day-to-day operations.

To meet and strive to exceed the letter and spirit of federal, provincial and municipal laws, and, where appropriate, be compatible with international standards, continually assessing environmentally-sound alternatives.

To improve the level of awareness, throughout the regional public service, of the environmental and health benefits and risks of operational decisions and to encourage and recognize employee actions.

SUBJECT	Environmental Code
AUTHORITY	Environment and Transportation Department

To ensure that environmental considerations are integrated into Regional Government purchasing policies and practices at the requirement-definition and specification-development stages, and at the disposal of surplus property/assets stages.

To acquire, manage and dispose of lands in a manner that is environmentally sound, including the protection of ecologically significant areas.

To encourage environmentally-sound practices and activities in our work with the community, businesses, suppliers, contractors, and other partners.

To conduct an annual review of our progress, as we continue to improve the implementation of our environmental goals and policies.

REFERENCES

This policy is modeled on the commitment of the Canadian Government to the environment, entitled *Code of Environmental Stewardship*.

REGION OF OTTAWA-CARLETON
RÉGION D'OTTAWA-CARLETON

MEMORANDUM
NOTE DE SERVICE

Our File/N/Réf.
Your File/V/Réf.

DATE 1 December 1999

TO/DEST. Environment and Transportation Commissioner

FROM/EXP. Director Water Environment Protection

SUBJECT/OBJET **HEALTH, SAFETY AND ENVIRONMENT PROTECTION**

WEPD has endorsed loss control management as a key objective of its competitive action plan and has recognized that the management of environmental matters must be part of that plan. Loss Control in its basic form is a program to address safety, environment and process management in a manner that proactively identifies issues, evaluates alternatives to deal with them, develops appropriate policies and tools to manage the issues, implements any changes required and monitors their success in addressing the issues.

Within WEPD the attached project implementation memorandum was developed for the implementation of an environmental management within the Division. It is my understanding that currently OC Transpo and Solid Waste are also planning to implement environmental management systems.

Through the Community Vision, the Official Plan and Corporate Policies and Mission Statement, Regional Council has shown a commitment to public safety, employee health and safety and environmental protection while delivering a suite of quality services. Translating those commitments into concrete programs is the responsibility of the officers and directors of the Regional Corporation.

Coordinated safety programs are currently delivered with the region. Given the trend to development of environmental management systems in several areas, it will be important to consider early in the development of the new city structure how quality programs such as health and safety, environmental protection and quality control are managed. Given the extent of the new City's activities and the risks associated with potential loss, the new city should seriously consider its approach to showing leadership in the area of Health and Safety and Environmental Management. Many organizations have positions identified who are solely responsible for Health and Safety and Environmental Programs. The blending of the Health, Safety, Environment and Quality Systems in an organization is a progressive approach to provide systems, procedures and reporting requirements which fit all areas.

I would recommend consideration of creating a central area within the new “works” department which will advance a common approach across our varied areas of responsibilities for both health and safety and environmental management systems. Doing this at the outset will help to ensure that the new organization embraces this type of approach from the start. Quality program development such as ISO 9000 would also logically fit in this area.

Each operating area of course will ultimately remain responsible for their area of responsibility. This central group would provide the core expertise to conduct audits, monitor legislation, assist and where appropriate develop policies, establish an environmental code, facilitate procedure development, assist in incident investigations, analyze trends and provide advice etc.

Proactive Health, Safety and Environmental Programs have shown themselves to be effective tools to ensure due diligence, establish credibility with environmental groups and improve the bottom line through reductions in losses.

Original signed by Nancy B. Schepers

Attach. (1)

1. ENVIRONMENTAL CODE
- Joint Environment and Transportation and Planning and
Development Approvals Commissioners' report dated 21 Mar 00

Councillor R. van den Ham said it may be appropriate for the Environmental Code to contain a definition of "sustainable development" so it means the same thing to everyone. The Planning and Development Approvals Commissioner, N. Tunnacliffe, responded that the Code makes reference to the standard definition contained in the Regional Official Plan but another reference can be added by way of a footnote. Councillor van den Ham expressed concern about the policy applying to all internal operations, suggesting that some flexibility could be injected into the Code by using the words "where warranted". The Director, Solid Waste Division, P. McNally, pointed out that the Code encourages looking at environmental responsibility as part of the efficient and environmentally-responsible use of corporate resources, be they human, fiscal or natural: it is intended to strike a balance between environmental and economic issues in day-to-day operations. Councillor van den Ham asked whether there is any information about the overall cost of the program. The Environment and Transportation Commissioner, M. Sheflin, pointed out there have been many instances where becoming more aware of the environment has resulted in reduced costs. He assured the Committee that, given that fiscal pressures are unceasing and relentless, costs are always a high consideration. Commissioner Sheflin added that any requirement for a cash infusion would be presented to Committee and Council for approval.

Councillor R. Cantin expressed strong support for the re-use and recycling aspects of the program, but he suggested there needs to be improved communication between regional departments as to the availability of used furniture and supplies.

That the Corporate Services and Economic Development Committee and Council approve an Environmental Code, and recommend the Environmental Code be forwarded to the Council of the new City of Ottawa for adoption.

CARRIED