

## Request for Decision

File No: P 101 005

**Date** May 8, 2025  
**Author** Michele Bates, General Manager of Development and Protective Services  
**Subject** Allocation of Local Government Climate Action Program (LGCAP) Funds

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### REQUEST

To allocate the remaining 2022 and 2023 Local Government Climate Action Program (LGCAP) funds to the Building Energy Retrofit Program – Year 2.

### OPTIONS

1. THAT an allocation of \$90,000 from the Local Government Climate Action Plan reserve fund be used to fund the delivery of the Building Energy Retrofit Program – Year 2; and further, that an amendment to the 2025-2029 Five Year Financial Plan be prepared.
2. THAT the requested allocation of Local Government Climate Action Plan reserve funds for the Building Energy Retrofit Program – Year 2 not be allocated.

### RECOMMENDATION

Option 1

### BACKGROUND/ANALYSIS

The Local Government Climate Action Program (LGCAP) provides local governments with predictable and stable funding on a yearly basis. This funding supports timely local climate action that reduces greenhouse gas (GHG) emissions, prepares communities for the impacts of a changing climate and creates new opportunities for people in the clean economy.

In 2022 and 2023 the RDEK received \$109,082 per year for a total of \$218,164. To date, the RDEK has spent \$126,509. If the requested \$90,000 was approved, the remaining funds would be \$1,655.

25% EV Charging Station at CV Office	\$10,000
Climate Action Plan	\$26,509
Building Energy Retrofit Program - Year 1	\$90,000
<b>Total allocations</b>	<b>\$126,509</b>

The Building Energy Retrofit Assist program will work with stakeholders (builders, homeowners, governments, nonprofit associations, etc.) to promote capacity, increase awareness, and increase uptake of home energy retrofits in the RDEK. The program is administered by the Community Energy Association in partnership with the RDEK.

Proposed Year 2 Budget and Deliverables:

Element	Details	RDEK Contribution	Match Contribution	Expected Impact
			Various Funders Secured and Planned	
Communications, marketing and engagement	Implement regional marketing, communications and engagement strategy to grow program awareness and involvement with specific focus on under-represented communities - includes quarterly marketing reports with reach and impact, and 3 local case studies.	\$6,000	\$12,000	
Participant Support	Assist participants throughout the entire lifecycle of their project, including initial inquiry, application, onboarding, scheduling an EA visit, quote comparisons, and rebate support. Oversight and provision of dedicated Energy Advisor and technical support services.	\$60,000	\$90,000	Continued support for additional 150 applicants into the program.
Participant Subsidies	Assuming 100 residents that are onboarded move forward with EnerGuide Evaluations. \$150 municipal top-ups	\$15,000	\$55,000	100 residents incl. 10 LMI subsidies
Subsidy Administration	Municipal Subsidy Administration	\$2,250	\$2,250	
Contractor outreach and training	Continue to recruit, onboard, train, participating contractors, including planning and hosting at least 1 (and up to 3) local training sessions. Provide contractors with program and technical support as required.	\$3,000	\$22,000	Additional 5 contractors engaged to support program
Monitoring, Evaluation and Reporting	Oversee implementation of evaluation and monitoring program, including evaluation of participant and stakeholder experiences, quality assurance checks, program reporting, and implementing continuous improvement initiatives aligned with Evaluation and Monitoring Framework; Sustainable business model developed for continued service in RDEK	\$3,750	\$9,500	Report provided to funders and partners.
		\$90,000	\$190,750	

## SPECIFIC CONSIDERATIONS

### Financial

The LGCAP program is a five-year funding program to support local climate initiative by local governments that align with the Provincial CleanBC Roadmap and the Climate Preparedness and Adaptation Strategy. Funding is contingent on local governments completing annual reporting on

actions to reduce emissions and prepare for climate impacts. The mandatory reporting for 2024 has been completed.

The 2022 and 2023 funding deadline for expenditures was March 2025. An extension from the Province was granted with the Provincial expectation that the funds would be spent expeditiously.

The LGCAP funds received for 2024-2026 is \$319,618.

### **Previous Board Action**

In September 2024, Resolution 51927 was passed:

THAT an allocation of \$90,000 from the Local Government Climate Action Plan reserve fund be used to fund the design and delivery of the Building Energy Retrofit Program for one year, with an option to extend for a second year upon receipt of impact reporting to the RDEK Board;

and further, that an amendment to the 2025-2029 Five Year Financial Plan be prepared.

Attachment  
East Kootenay Retrofit Assist – Program Overview & Funding