



RCRS Secondary:	GOV-02	Effective Date:	2009-OCT-19 COUNCIL
Policy Number:	COU-183	Amendment Date/s:	2015-OCT-26 COW
Title:	Energy Conservation and Management Policy	Repeal Date:	
Department:	Engineering	Approval Date:	2009-OCT-19 COUNCIL

PURPOSE:

The reasons for this policy are to:

- become more efficient with energy use;
- reduce waste and greenhouse gas emissions;
- use more environmentally benign sources of heating, cooling, and energy; and,
- reduce pollution.

To reduce energy consumption and lower greenhouse gas emissions, in a manner that is consistent with the:

- City of Nanaimo Corporate Climate Change Plan
- BC Hydro PowerSmart Partner Program Agreement

DEFINITIONS

N/A

SCOPE

N/A

POLICY

1. The City will conserve energy by identifying and adopting, specific, quantifiable targets. The City has set a target of 1% reduction in the City’s overall energy consumption per year for existing buildings (as of October 2009). Where growth/expansion of a building area is required, the energy intensity (e.g. kwh/square foot) should not be greater than the energy intensity of existing facilities of similar use.
2. The City’s Infrastructure Planning & Energy Manager, in addition to other building, fleet and department managers will be tasked with contributing toward meeting these reduction targets. Energy usage in their respective buildings, facilities, vehicles and operations shall be considered. Opportunities to reduce energy consumption shall be identified.
3. The City will adopt a Fleet Anti-Idling Policy as an air quality and energy conservation measure. The City’s Fleet Manager will be responsible for all Anti-Idling training and awareness programs.
4. All non-essential lighting and other electrical loads shall be minimized during non-business hours. Departments are expected to make a reasonable determination as to what critical functions must continue and inform the Building and Department Managers.
5. The City will commit to work with staff to help them better understand energy consumption and the means by which individuals can influence reductions through prudent use of resources. To

help accomplish this, the City may introduce incentives, both fiscal and behavioral, intended to compel staff to use the least amount of energy necessary to achieve personal, professional and operational tasks.

6. The responsibility for “energy efficiency and conservation” will be added to all job descriptions over time.
7. Upgrade existing energy use, mechanical systems, lighting, appliances and other related systems to higher efficiency standards (i.e. Energuide, Energy Star) where the change offers a simple payback of 8 years or less. For buildings, where simple payback is greater than 8 years, a lifecycle cost analysis will be done to determine the advantage of switching to more higher efficient building wide systems.
8. The finance department will report on the corporation’s energy consumption and greenhouse gas emissions for each year. All staff will be made aware of their departments energy consumption so that energy efficiency and performance can be assessed and action taken.
9. Building and Department managers shall review, through the budget process, all new energy consuming initiatives – these initiatives will include building and construction projects; as well as programs and/or services provided to the community. Initiatives that ensure that efficient energy use remains a priority will be given preference for adoption.

PROCESS

Delegated to Staff.

RELATED DOCUMENTS

- City of Nanaimo Corporate Climate Change Plan,
- BC Hydro PowerSmart Partner Program Agreement
- Anti-Idling Policy

REPEAL/AMENDS

N/A