

City of Colwood

BUILDING RETROFIT STRATEGY

2025 - 2030

July 14 2025



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An aerial photograph of a residential neighborhood on a hillside. The houses are mostly two-story, with grey or brown roofs. A winding road with several cars is visible in the lower left. The background shows a dense forest of evergreen trees and a clear blue ocean under a bright sky.

Land Acknowledgement

The City of Colwood is within the territories of the Teechamista and the **ləkwəŋən** (Lekwungen) speaking peoples: the Xwsepsum (Esquimalt) and Songhees Nations.

Colwood is committed to building formal and collaborative working relationships with First Nations governments, based on learning, openness, humility, and respect. We endeavour to walk softly on these ancestral lands of the Xwsepsum and Songhees families and to work together for a more just and sustainable future.

1. Acknowledgements

The City of Colwood would like to thank and acknowledge all those who contributed to the Building Retrofit Strategy, including community members and stakeholders, City staff across departments, regional partners, the project consulting team, and the Province of BC that provided funding for the project.

- The feedback and participation from community members and stakeholders was appreciated and important for the success of the strategy. Some valuable retrofit experiences from Colwood residents have been included with this strategy.
- City staff across departments supported the project team by providing information and perspectives towards the development of the framework and actions.
- A regional workshop led by the CRD Climate Action Service was very valuable for the strategy development and towards aligning and growing building retrofit efforts in the region. CRD climate staff also provided additional support for this initiative, along with their team's ongoing support that enables greater climate action achievements and collaboration across the region.
- The consulting team who worked closely with staff to deliver this strategy provided their valuable skills, expertise, and time: staff from Introba and MODUS, led by Lisa Westerhoff of Westerhoff Climate Strategies.

Finally, the City would like to acknowledge that this project was made possible through annual provincial funding by the Local Government Climate Action Program (LGCAP).



2. Executive Summary

The City of Colwood has developed this Building Retrofit Strategy in response to the growing urgency of climate change and the need to allocate resources toward actions that are impactful, practical, cost-effective, and rooted in equity. **Homes and buildings play a key role in climate change**, both as the second highest source of greenhouse gas (GHG) emissions in Colwood, as well as the location where we feel many climate impacts. Retrofitting existing buildings is particularly important to achieving Colwood's Climate Action Plan goals: to reduce GHG emissions to net zero by 2050, build climate resilience, and maximize co-benefits of climate action.

This strategy guides staff in prioritizing and implementing measures to scale up retrofits across the community. Ambitious annual retrofit targets for increasing heat pumps (3%) and energy efficiency retrofits (6%) were adopted in the City's Climate Action Plan. To achieve these and other retrofit benefits, addressing barriers is critical, including limited awareness and capacity, affordability concerns, legal and regulatory constraints, and gaps in skilled labour and market availability. While many of these challenges are beginning to be addressed through a growing number of policies, programs, and incentives, Colwood has an important role to play in accelerating progress.

This strategy is founded on a process of research and engagement, which provided a clearer understanding of Colwood's building stock, the current pace of retrofits in the community, and the current roles and actions at different levels of government. In addition to identifying retrofit barriers within BC, engagement with industry stakeholders and community members helped to further define unique retrofit barriers faced in Colwood and to identify community priorities. Engagement of local governments in the region helped to prioritize and ensure feasibility of proposed actions as well as identify opportunities for collaboration and sharing resources across the region.

The Building Retrofit Strategy outlines a targeted set of 21 actions in five key focus areas:

1. Information on Building Performance
2. Outreach and Support
3. Funding and Financing
4. Retrofit Requirements
5. Healthy and Safe Buildings

Alongside each **action**, the strategy identifies a set of details to assist with planning and implementation. The strategy also includes **key performance indicators** and potential data sources to support ongoing tracking of action implementation and progress toward Colwood's goals and targets for scaling up retrofits of existing buildings.

Overall, the strategy will support scaling up retrofits to help improve the health and safety of the community and enable community members to benefit from homes and businesses that are more efficient, comfortable and resilient.

FOCUS AREA	ACTIONS
Information on Building Performance	Understand the Building Stock. Undertake further analysis of Colwood's residential stock to expand understanding of key needs and opportunities for efficiency improvements and emissions reductions
	Disclose Home Performance. Encourage voluntary disclosure of home energy performance
	Heating Systems Data. Gather data for existing buildings via a survey on system or fuel type into existing homeowner touchpoints
	Building Benchmarking & Reporting. Benchmark and disclose performance of municipal buildings, and require large commercial and residential buildings to annually report their energy and emissions performance
Outreach and Support	Community Outreach. Establish a community-wide outreach program to help raise awareness of existing retrofit programs and opportunities, and provide support to Colwood residences and businesses
	Support for Stratas. Promote and expand uptake of the Strata Energy Advisor Program in Colwood
	Support for Commercial Buildings. Join and promote the Greater Victoria 2030 District program for commercial buildings
	Showcase Best Practices. Showcase best practices and opportunities in low-carbon resilient building retrofits
Funding and Financing	Rebates. Identify and offer rebates to help fill current gaps and reduce up-front costs of retrofits
	Tax Incentives. Explore the use of municipal taxes as a means of encouraging low-carbon resilient mechanical systems
	Regional Advocacy for Financing. Partner with neighbour municipalities on an advocacy strategy for the continued improvement of financing and rebate options that support retrofits
	PACE Financing. Explore the use of PACE financing to support retrofits in single family homes
Retrofit Requirements	Support for Oil Tank Removals. Develop a support program and explore potential future requirements for removal of residential oil heating equipment from single family homes
	HEES Adoption. Indicate interest in and support an early adoption of the provincial Highest Efficiency Equipment Standard
	Trades Support. Support increases in retrofit training and certification for trades partners
Healthy and Safe buildings	Resilience Dashboard. Develop a City of Colwood resilience dashboard to raise awareness of climate risks and adaptation measures
	Indoor Temperature Requirements. Explore the establishment of a Maximum Indoor Temperature Bylaw
	Policy Barriers to Thermal Safety. Remove any policies or covenants that prohibit cooling measures
	Regional Advocacy for Thermal Safety. Collaborate on an advocacy strategy with neighbour municipalities for provincial-level changes to support the safety and health of building occupants
	Expand Tree Canopy. Retain existing trees and expand the tree canopy across the community

3. Key Definitions and Acronyms

Key Definitions

Adaptation	Any initiative or action in response to actual or projected climate change impacts that reduces the effects of climate change on built, natural, and social systems.
Building stock	The total number of all types of buildings (e.g. residential, commercial, institutional) within a specific area, such as a country, region, or city.
Climate mitigation	Efforts to reduce or prevent emission of greenhouse gases.
Fossil fuel	Non-renewable energy sources such as coal, natural gas, crude oil and petroleum products that originated from plants and animals that existed in the geological past. Fossil fuels are carbon-based and their combustion results in the release of carbon into the Earth's atmosphere.
Greenhouse gas	A gas that contributes to the greenhouse effect by absorbing infrared radiation. The main GHG's include water vapour, carbon dioxide, methane, and nitrous oxide. GHGs are released into the atmosphere both naturally and from human activity and amplify Earth's warming.
Low carbon resilience	A step change in climate action that coordinates and mainstreams adaptation, mitigation, and co-benefits in municipal planning and decision-making processes.
Part 3 Buildings	Larger and more complex buildings that are larger than 600 square meters in building area or three storeys in building height, and that typically contain a residence or business
Part 9 Buildings	Smaller and less complex buildings that are less than 600 square meters in building area or are equal to/less than three storeys in building height, and that contain any of the major occupancy types (e.g. residential, commercial, care, assembly, etc.)
Thermal safety	A set of conditions under which building occupants are protected from the adverse health effects of high or low indoor temperatures
Resilience	The capacity of a system, community or society exposed to climate hazards to adapt by resisting or changing in order to reach and maintain an acceptable level of functioning and structure.

Key Acronyms

BC	British Columbia
BOMA	Building Owners and Managers Association
BCBC	Building Benchmark BC
CAP	Climate Action Plan
CHBA	CHBA – Canadian Home Builders Association
CENiC	CENiC – Citizen’s Environment Network in Colwood
CRD	Capital Regional District
CSA	Canadian Standards Association
DHW	Domestic hot water
FCM	Federation of Canadian Municipalities
GHG	Greenhouse gas emissions
HEES	Highest Efficiency Equipment Standard
HPSC	Home Performance Stakeholder Council
LLBC	Landlord BC
MURB	Multi-unit residential building
MLS	Multiple Listing Service
PACE	Property Assessed Clean Energy financing
SEA	Strata Energy Advisor
TRAC	Tenant Resource and Advisory Centre
TSBC	Technical Safety BC
VIREB	Vancouver Island Real Estate Board
VISOA	Vancouver Island Strata Owner Association

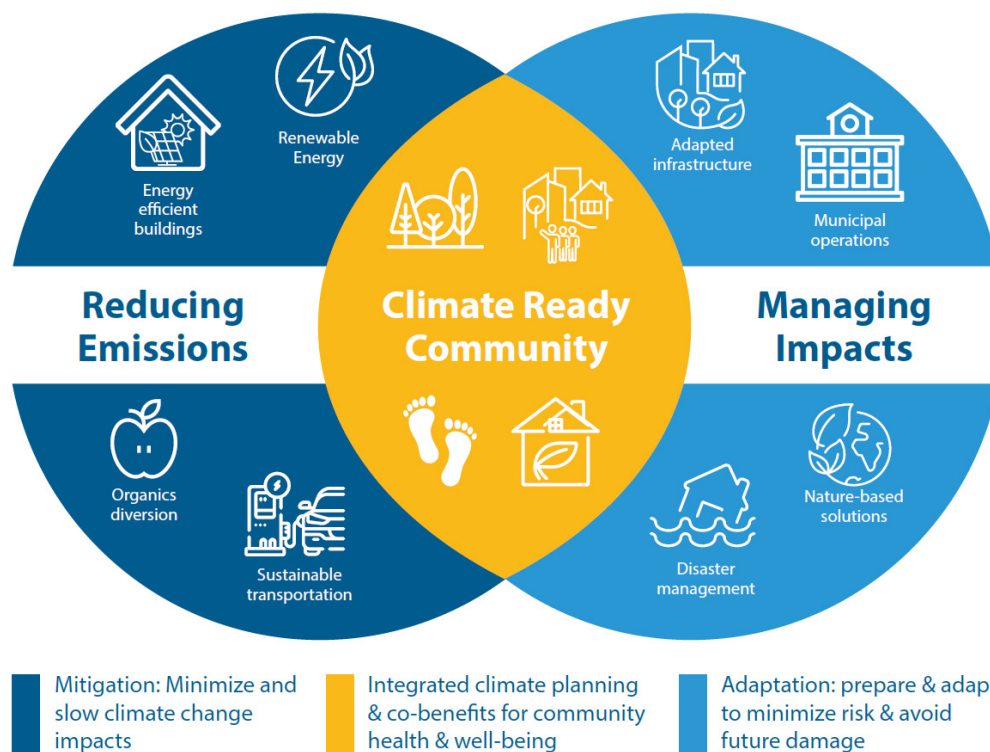
4. Introduction

4.1 Climate Change in the Building Sector

Climate change is one of the most urgent challenges facing humanity, with its impacts felt across British Columbia (BC). The City of Colwood is not immune to these impacts and has already begun to experience the effects of a changing climate, including more intense and prolonged heat waves, water shortages, and winter storms, emphasizing the need for adaptation and resilience measures to protect residents, infrastructure, and ecosystems alongside proactive emissions reductions¹.

In recognizing the urgent need to address climate change, in 2019, the City of Colwood joined many other municipal governments in the capital region in declaring a Climate

Emergency. In 2023, Council adopted a Climate Action Plan (CAP), aimed at reducing greenhouse gas (GHG) emissions to net-zero by 2050, building climate resilience for a changing climate, and maximizing the co-benefits of integrated climate action. The CAP outlines 17 strategies and 80 actions that leverage existing progress and take a low-carbon resilience approach across distinct pathways: Municipal Leadership, Transportation and Complete Communities, Buildings and Infrastructure, Biodiversity and Nature-Based Solutions, Food and Zero Waste, and Community Well-being and Eco-Innovation.



Within the Buildings and Infrastructure pathway of the Climate Action Plan, increasing low-carbon and resilient building retrofits of existing buildings has been identified as an important priority. Colwood's homes and buildings play a key role in addressing climate change – both as a major source of GHG emissions and as a place where the impacts are often felt the most. In 2022, the building sector accounted for 28% of GHG emissions in Colwood, over half of which came from residential buildings. Of these, 66% can be attributed to the burning of natural gas for heating and hot water production². This means that shifting away from using natural gas and other fossil fuels (e.g. heating oil) to low carbon alternatives (such as hydroelectricity and/or solar) is crucial for reducing emissions from homes and buildings. Retrofits that help reduce emissions can also provide other benefits, including enhanced comfort and thermal safety, improved indoor air quality, potential cost savings to residents, and future-proofing from climate hazards.



28%

*of building emissions
came from residential
buildings in 2022.*

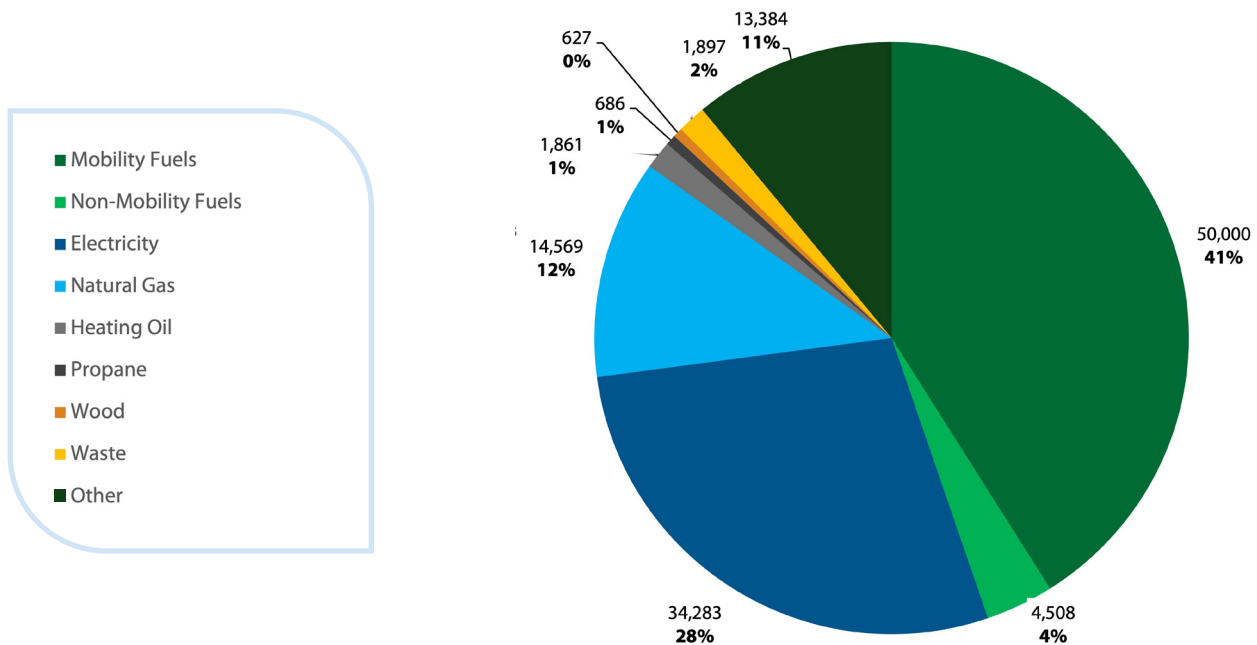
66%

*of emissions from
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production*

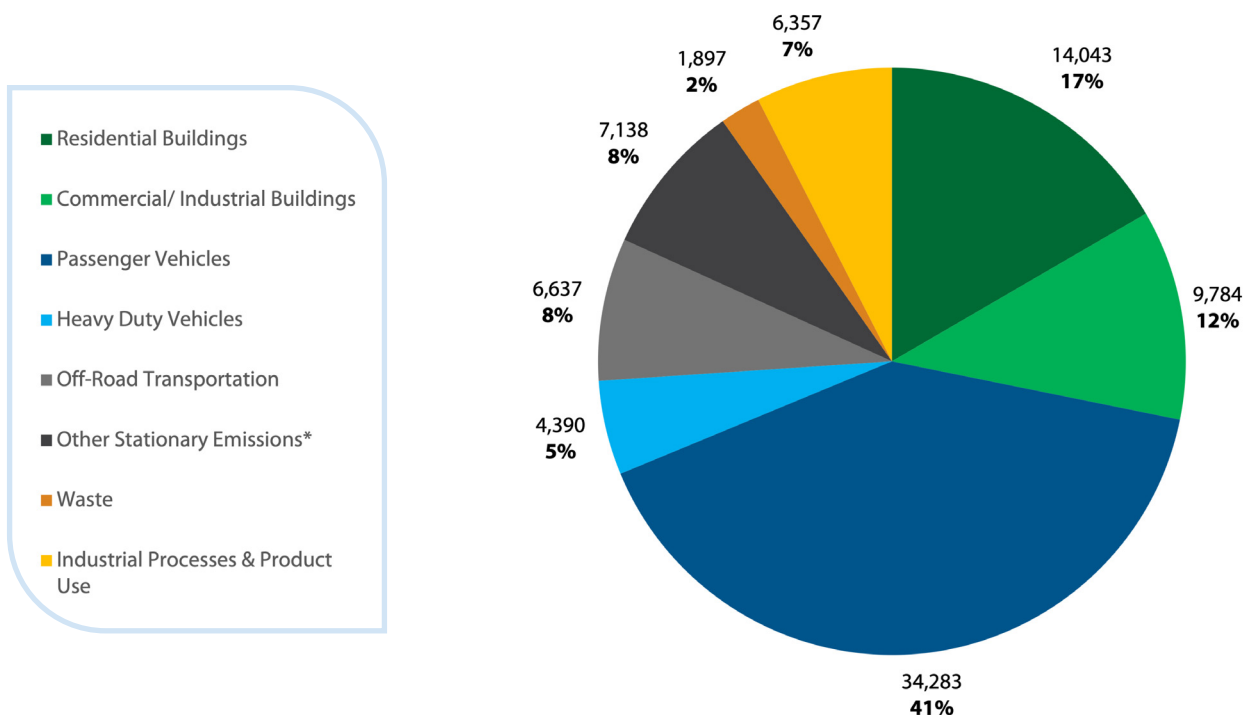
***...shifting away from using
natural gas and other
fossil fuels to low carbon
alternatives is crucial for
reducing emissions from
homes and buildings.***

² Capital Regional District Municipalities and Electoral Areas
2022 Reporting Year Energy and GHG Emissions Inventory

Colwood's 2022 Community GHG Emissions by Sources (tCO₂e and percentage)



Colwood's 2022 Emission Sources by Sector (tCO₂e and percentage)



4.2 Accelerating Building Retrofits

This Building Retrofit Strategy will support the City of Colwood in accelerating building retrofits for reducing emissions and increasing energy efficiency and climate resilience. While the City has demonstrated leadership in the new construction sector by proactively adopting the [BC Energy Step Code and Zero Carbon Step Code](#) ahead of the required provincial timelines, this Building Retrofit Strategy focuses its efforts on the existing buildings in Colwood's community. It includes actions for the City to accelerate low-carbon resilience across the existing building sector while ensuring the costs and benefits of retrofitting buildings, especially homes, are distributed in an equitable manner. The strategy leverages the current policies and programs at various levels of government, and harnesses opportunities to streamline efforts with other municipalities already planned or underway in the CRD.

Simply accelerating the rate of retrofit uptake is not an easy task. Home and building owners often encounter several challenges when undertaking or even planning a retrofit project. Some of the key challenges faced in BC are outlined on the next page.

The Building Retrofit Strategy will support accelerating retrofits for:

- ***Reducing emissions***
- ***Increasing energy efficiency***
- ***Increasing climate resilience***



Photo from Solar Colwood

Barriers to Building Retrofits

Category	Details
Home & Building Owner Awareness and Capacity	• Inadequate information. Many home and building owners are unaware of available technologies, associated rebates, and the overall benefits of retrofits. • Time and experience. Owners and property managers often lack the knowledge, experience, and time needed to get complex retrofit projects off the ground. • Decision-making structures. In strata buildings, upgrades require the consensus from a majority of owners, making it hard to obtain the necessary votes to move forward.
Equity and Affordability	• Additive retrofit costs. Many owners experience unexpected costs and upgrades once a retrofit is underway due to issues such as asbestos or the need for electrical capacity upgrades. • Higher utility bills. While many retrofits can result in lower energy bills, they can sometimes increase due to issues such as improperly installed or sized systems, or inefficient building envelopes. Retrofits can also result in new or additional costs to tenants. • Limited opportunities for tenant influence. Tenants are often restricted in their ability to make energy efficient upgrades or advocate for a safe and comfortable home. • Impacts to occupants. Retrofits can be highly disruptive, which can be particularly challenging for some occupants, especially where they have to leave their home for a period of time. Rents can also sometimes increase after a renovation.
Legal and Regulatory Structures	• Limited data. Municipal authorities lack access to detailed data on the building stock and its characteristics, making it challenging to track retrofit progress, evaluate the impact of initiatives, and identify who and how best to support in accelerating retrofit rates. • Low cost of natural gas. Natural gas rates are still low compared to electricity, in part the result of continued subsidization by the Provincial government. • Split incentives. Rental building owners are faced with a split incentive problem, in that they incur the retrofit costs but do not directly reap any benefits, lowering the incentive to invest. The Residential Tenancy Act (RTA) furthermore makes it challenging for owners to recoup their costs of investment.
Industry and Technology	• Access to qualified installers. A lack of qualified heat pump installers and designers with experience working on retrofit projects can lead to low availability of contractors, poorly designed systems, and increasing operating costs. • Market availability. There are gaps in the availability of certain high efficiency products (such as small in-suite heat pumps sized for apartments) given BC's market size, costs, and complexity of bringing a new technology into the market. Certain systems are seeing high mark-ups as incentives programs are expanded.

Existing Policies, Programs and Initiatives

Fortunately, many of these barriers are beginning to be addressed by a range of requirements and support programs either underway or in the works. This Building Retrofit Strategy leverages and builds on the landscape of existing and planned policies, programs, and initiatives that support low-carbon resilient retrofits, some of which are summarized below:

- The [Canada Greener Homes Affordability Program \(CGHAP\)](#), a federal \$800M retrofit program designed to support low-to median-income Canadians (including tenants) to reduce their monthly heating bills by enabling energy efficiency and climate resilience upgrades.
- As outlined in the CleanBC Roadmap to 2030, the Province of BC's [Highest Efficiency Equipment Standard](#) will require all new space and water heating equipment sold and installed in BC to be at least 100% efficient from 2030. Requirements will be implemented via either a Point of Sale standard for simple/package equipment, or a Point of Installation standard for more complex/field-integrated systems.
- The [BC Home Energy Planner](#) is a virtual home energy rating system and labelling program that is intended to provide a user-friendly, web-based home energy rating tool to allow owners of single-family homes to understand their home's energy efficiency, identify areas of improvement, and connect to local energy advisors and contractors. Local governments can sign up to help pilot the program in 2025.
- Multiple [CleanBC Better Homes and Better Buildings](#) incentive programs provide rebates and support for homeowners and businesses to reduce energy use and greenhouse gas emissions in new and existing buildings. Tax exemptions and credits, as well as a low-interest financing program, are also offered to encourage fuel switching and retrofits.
- The proposed [CleanBC and BC Hydro Apartment Energy Solution](#) offers a one-stop online platform where condos and market rentals can access several opportunities to investigate and implement energy efficiency solutions. It includes enabling activities such as energy coaching, opportunities identification, feasibility studies, and a comprehensive new set of efficiency incentives.
- A [Strata Energy Advisor \(SEA\) Program](#) is currently available across BC, which seeks to provide strata boards and owners with energy advisory/retrofit concierge services to help them understand and implement opportunities to improve their low-carbon resilience. Stratas are paired with an advisor to help them complete an opportunity assessment to identify upgrading opportunities while balancing comfort, costs, and climate considerations.
- The CRD's [Home Energy Navigator \(HEN\) Program](#) connects single family homeowners with an energy concierge to support them in undertaking low-carbon home energy retrofits and taking advantage of government and utility incentives.

Colwood's Strategy Development

Retrofit Success Story: Getting a Heat Pump

“When we moved in during the spring a couple of years ago, we had no idea how hot it would get that summer. It was terrible... We had inquired about getting a heat pump in the spring, but our strata had said we were not allowed to have one. However, after that summer, enough residents got together and convinced/voted to allow heat pumps for those that wanted them... We had someone come out and do an energy test on home for the grant, and then, soon after, everything was installed.

The installation was really easy, and we now have a completely comfortable home to be in year round. We received about 5k back from the grant to help with the costs. Additionally, we opted to continue to do what is right for the environment and our health by getting the gas oven out and replacing it with electric. Our gas bill is now an average just \$20 a month. We are definitely happy with the changes we made.”

Community member, on Let's Talk Colwood Platform



4.3 Colwood's Strategy Development

This Strategy was developed by first exploring best practices in building retrofit policy and programs, and conducting an analysis of Colwood's building stock. While limited, available data on Colwood's building sector showed that:

- Residential buildings, and single-family homes specifically, make up 76% of the building stock in Colwood. The remaining 24% is a combination of institutional, commercial, and industrial buildings.
- Residential buildings produce the most GHG emissions, at 14,043 tonnes of CO₂e, compared to commercial and industrial buildings combined at 9,784 tonnes of CO₂e.³
- The first single-family homes in Colwood were built in the 1950s, but the majority of those standing today were built in the 1980s. While the vast majority of these were built to lower standards of energy efficiency, many have since been upgraded from baseboard heaters or gas furnaces to high efficiency heat pumps.

- Most of Colwood's multi-family, commercial, and industrial buildings were constructed in the past decade, meaning they generally perform better from an efficiency standpoint, but may still use carbon intense fuels for heating and hot water.

This research was also used to create a picture of the key barriers and opportunities facing the uptake of low-carbon resilient retrofits in Colwood, which was then refined through a first phase of engagement conducted in the summer of 2024. This first phase of engagement focused on identifying Colwood-specific barriers in retrofitting buildings and homes, as well as the kinds of opportunities that the City of Colwood could harness. A second round of engagement took place in the fall of 2024 and focused on sharing information and collecting feedback about the draft goals, priorities, strategies, and example actions for the Strategy. City of Colwood staff and regional partners (i.e. CRD and Colwood's neighbouring municipalities) were also engaged to help ensure the feasibility of proposed actions, as well as identify opportunities to collaborate and share resources across the region.

Summary of Engagement Activities

2 PUBLIC SURVEYS with a combined 46 responses

2 FOCUS GROUPS with community members and partners with a combined 18 attendees

1 PUBLIC OPEN HOUSE & 1 POP-UP EVENT with a combined 30 interactions

1 COLWOOD STAFF WORKSHOP and multiple follow-up interviews/meetings

1 CRD INTER-MUNICIPAL WORKSHOP



1 <https://www.crd.ca/media/file/2022-regional-ghg-inventory-study>



What We Heard

PHASE 1

Key Barriers and Opportunities

- **Different Experiences.** Not everyone experiences the costs and benefits of retrofits in the same way.
- **Barriers to Retrofits.** People face barriers to pursuing retrofits at every step, including:
 - Lack of information
 - Not knowing where to start
 - Concern about upfront costs
- **Opportunities for Action.** Some of the top opportunities for action that we heard include:
 - Regional collaboration
 - Supporting stratas
 - Advocating for policy change to senior levels of government
 - Providing incentives and financial support
 - Public education
 - Focusing on equity and accessibility.



PHASE 2

Key Considerations for the Strategy

- **Leveraging Champions.** Connect with and learn from residents who have successfully undergone retrofits and leverage these learnings for outreach, awareness, and program refinement.
- **Collaboration with Senior Government.** Increase financial and other support to help residents access existing programs (offered by senior levels of government). Advocate for increased provincial involvement in supporting building owners in planning and executing retrofit projects.
- **Health and Resilience.** Examine retrofits through an emergency preparedness lens to ensure resilience during power outages and other weather events. Provide advice for cooling opportunities.
- **Equitable Financing.** Make sure that municipal grant programs are administered in an equitable way, to help those who need with accessing supports.
- **Requirements and Costs.** Some concerns about policy requirements and possible tax burden



5. Colwood's Goals, Targets and Action Areas

The result of this process of research and engagement is a guiding framework for Colwood's Building Retrofit Strategy. Its **overarching goal** is to outline the set of policies, programs, and supports needed to accelerate the rate at which home and building owners implement building retrofits.

It has been designed to support the following two retrofit **uptake targets** in the Buildings and Infrastructure pathway of the City's Climate Action Plan:

1. Retrofitting 3% of homes per year to replace current heating systems with heat pumps
2. Retrofitting 6% of residences per year for energy efficiency



Given most building emissions originate from residential buildings, this serves as a key point of departure for reaching the City's goal of reaching net zero emissions by 2050 or sooner. To meet these targets, the Building Retrofit Strategy outlines 21 actions in **five key areas**:

1. **Information on Building Performance:** Increase both owner and City understanding of home and building performance in Colwood, including opportunities to improve it.
2. **Outreach and Support:** Raise awareness via targeted outreach and enhance building retrofit support to home and building owners.
3. **Funding and Financing:** Help reduce the cost barriers to implementing retrofits, such as rebates, financing, and other mechanisms.
4. **Retrofit Requirements:** Advocate for or enact requirements for existing homes and buildings to improve their energy efficiency and reduce emissions.
5. **Healthy and Safe Buildings:** Help safeguard the health and safety of building occupants under a warmer climate.

The kind of actions that Colwood can take is directly related to the sphere of authority that municipalities in BC have with respect to the existing building sector. While Colwood has direct control over its own buildings and facilities, the actions it can take to support retrofits in community buildings tend to fall more under the categories of indirect control, direct influence, and indirect influence (see figure). That means that the City needs to focus on supportive mechanisms, such providing financial incentives, enhancing communication and education around retrofitting, or advocating

for policy at the provincial level. However, there are also several “grey areas” of authority that other BC municipalities have begun to explore by seeking legal counsel on the interpretation of the Local Government Act and the Community Charter. As a result, Colwood’s level of influence or control could evolve over time to address barriers related to its level of authority, allowing the City to fully leverage opportunities to support existing building retrofits.



6. Strategies and Actions

6.1 Information on Building Performance

Increase both owner and City understanding of home and building performance in Colwood, including opportunities to improve it

A significant barrier for municipalities in BC to either understanding or improving building performance is insufficient access to high-quality data on the building stock. Without a clear sense of the age, construction type, or mechanical system configuration of the buildings within its boundaries, it is difficult for the City of Colwood to know which buildings could benefit from low-carbon resilience retrofits, where support is most needed, and to monitor changes in retrofit uptake over time. This lack of data also affects owners and property managers, who often lack the information they need to understand their home or building's current performance, as well as the actions they can take to improve it. Tenants can also benefit from better information, as it allows them to make more informed choices about where to rent or lease.

This section outlines actions for the City to help remove this barrier and increase the breadth and depth of existing information on building sector performance. A key first step will be for the City to continue to identify, access and even advocate for additional sources of data on the building stock. Other steps include voluntary measures to encourage homeowners to share basic characteristics about their homes with the City, as well as new requirements for large commercial and multi-family building owners to report their annual energy and emissions performance.

The City can work to increase the breadth and depth of existing information on building sector performance.



1. Understand the Building Stock

Undertake further analysis of Colwood's residential stock to expand understanding of key needs and opportunities for efficiency improvements and emissions reductions

Priority

Primary

Potential Partners & Collaborators:

CRD, Province of BC

Build on the analysis conducted for the creation of this strategy:

- Collect and compile data on building systems into Tempest at time of building permit to ensure all new (and renovation) building systems are identified and catalogued.
- Continue to use BC Assessment data (requesting updated data annually) to provide updated information on the distribution of building types by vintage and age.
- Commission a study that leverages all available data and collects new data as needed to improve understanding of the breakdown at a more granular level. Explore a means of collecting information on heating system information, focusing on understanding the distribution of oil-heated, gas-heated, and electric baseboard and heat pump-heated homes.
- Implement the additional methods of data collection proposed in the actions listed below (i.e. encouraging voluntary disclosure of home performance, deploying a survey on home systems type, implementing a benchmarking and reporting requirement for large buildings).
- Use this information to guide key actions and provide targeted resources, guidance, and support to home and building owners.

2. Disclose Home Performance

Encourage voluntary disclosure of home energy performance

Priority

Primary

Potential Partners & Collaborators:

CRD, other municipalities, Province of BC

- Coordinate with other CRD municipalities (e.g. District of Saanich) to advocate for the continued roll-out and expansion of the BC Energy Planner, an online platform that will eventually have estimated performance ratings for all Part 9 homes in BC.
- Encourage homeowners to update their information on the platform to receive a more accurate rating and "personalized home energy plan".
- In the meantime, advocate to the Province of BC to:
 - Require homeowners to update the information in the BC Energy Planner platform at time of sale, and
 - For this information to be shared with municipalities via a municipal data portal at the address level.
- Incentivize voluntary public disclosure of home energy performance by providing a rebate for EnerGuide audits and coupling the receipt of the rebate with a requirement to share the results with the City (see Action 10).

3. Heating Systems Data

Gather data for existing buildings via a survey on system or fuel type into existing homeowner touchpoints

Priority

Primary

Request voluntary disclosure from single family homeowners via a simple (i.e. two-question) survey to identify their mechanical system or fuel type via one or more methods:

Potential Partners & Collaborators:

Saanich, CRD, and other regional partners for approaches and related initiatives

- Standalone survey (e.g. deployed as part of retrofit information and support mailouts)
- Integrated into the Citizen satisfaction survey
- Integrated into the Spring Colwood Connection (sent out with the tax letter).

Consider a transition to mandatory disclosure via the use of a bylaw. Work with regional jurisdictions within the region that are undertaking similar actions (e.g. District of Saanich).

4. Building Benchmarking & Reporting

Benchmark and disclose performance of municipal buildings and require large commercial and residential buildings to annually report their energy and emissions performance

Priority

Primary

Potential Partners & Collaborators:

Saanich, Victoria, and CRD

- Lead by example by benchmarking and publicly disclosing the energy and emissions performance of City of Colwood buildings and facilities. As part of this effort, join Building Benchmark BC to support a broader movement of benchmarking and reporting across the province.
- Build on the work of the CRD, District of Saanich and City of Victoria in developing a consistent bylaw to require Part 3 buildings to report their annual energy and emissions performance. Where possible, align with the thresholds used in Saanich and Victoria (reporting deadlines established for buildings over 30,000 ft₂ by June 2026 and buildings over 10,000 ft₂ by June 2027).
- Refer to the forthcoming Canadian Standards Association (CSA) GHG Emissions, Energy, and Water Efficiency Reporting for Existing Buildings Standard to establish appropriate building size and type thresholds, beginning with largest buildings first.
- Work with the CRD, other municipalities, Building Owner's and Management Association (BOMA BC) and the Greater Victoria 2030 District in the development of a regionwide program and centralized platform to support data collection and analysis, as well as support for commercial and multifamily building owners and managers in compliance.

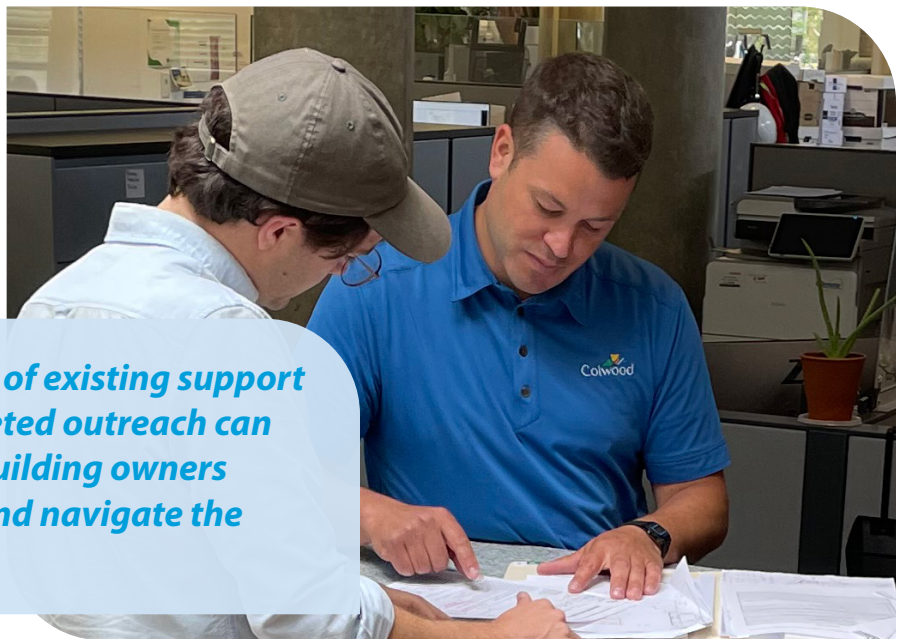
6.2 Outreach and Support

Raise awareness via targeted outreach and enhance building retrofit support to home and building owners

The lack of awareness around building retrofitting makes it difficult for home and building owners to take action, limiting widespread adoption. Many homeowners may not understand the types of technologies that are available or the rebates that could help reduce their overall costs. Others may be unaware of the benefits that certain retrofits offer (such as improved health or utility cost savings), while some simply don't know where to start. Without having clear and accessible information, beginning a retrofit process can become daunting and expensive. Addressing this knowledge gap by increasing awareness of existing support systems through targeted outreach can empower home and building owners to confidently begin and navigate the retrofit process.

This section focuses on how the City can equip and support home and building owners with the knowledge and resources they need to understand and implement retrofit options. This primarily involves establishing an outreach program to highlight the benefits and support systems available for retrofits, while tailoring information to specific building types and sectors to better connect people to the programs that are designed to support them. It also involves working with community and regional partners to broaden the reach of available programs, showcase best practices in retrofit design, and increasing supporting the growth of the local retrofit industry

Increasing awareness of existing support systems through targeted outreach can empower home and building owners to confidently begin and navigate the retrofit process.



5. Community Outreach

Establish a community-wide outreach program to help raise awareness of existing retrofit programs and opportunities, and provide support to Colwood residences and businesses

Priority

Primary

Potential Partners & Collaborators:

CRD, City Green, Home Energy Navigator, other municipalities, CENiC, ReImagine Westshore.

- Design and implement an outreach program to help raise awareness and provide support for the community towards increasing building retrofits. Elements to prioritize for outreach include:
 - Current rebate and support programs on offer (e.g. BC Hydro's MURB rebate and support program, CleanBC rebates, Home Energy Navigator program) and any upcoming application deadlines
 - Upcoming provincial requirements (e.g. the Highest Efficiency Equipment Standard and Retrofit Code) and the potential cost/requirement of future action
 - Home Energy Navigator Program
 - Rental Apartment Retrofit Accelerator Program (RARA)
 - Strata Energy Advisor (SEA) program opportunities
 - Colwood Disaster Risk Reduction-Climate Adaptation outcomes
 - Broad retrofit planning and implementation (e.g. myth busting commonly held beliefs based in misinformation, success stories from Colwood residents, avoiding panel upgrades).
- Potential communication channels include Let's Talk Colwood, permitting applications, tax mailouts, business licence renewals, community organizations and their respective channels (e.g. ReImagine West Shore, CENiC).
- Where possible/available, leverage relevant communications materials developed at the regional level to reduce effort and enhance consistency.

6. Support for Stratas

Promote and expand uptake of the Strata Energy Advisor Program in Colwood

Priority

Primary

Potential Partners & Collaborators:

CRD, City Green, Home Energy Navigator, other municipalities, CENiC, ReImagine Westshore.

- Work with the Strata Energy Advisor (SEA) Program to ensure availability of services in Colwood. Actively promote the program to existing MURB/strata buildings in Colwood and use the outcomes and lessons learned of any program uptake as a "pilot/case study" to educate and garner additional interest in retrofits in other Colwood multifamily buildings.
- Over time, consider funding additional spaces reserved for Colwood stratas and ensure their eligibility based on typical number of strata units.
- Concurrently, consider working with VISOA to:
 - Identify a means of supporting stratas with upcoming Electrical Planning Report (EPR) deadlines (e.g. providing information and resources to strata who are required to complete an EPR)
 - Educate strata owners on how to obtain strata council approval for implementing upgrades.

7. Support for Commercial Buildings

Join and promote the Greater Victoria 2030 District program for commercial buildings

Priority

Primary

Potential Partners & Collaborators:

Greater Victoria 2030 District, BOMA BC

- Participate in the Greater Victoria 2030 District alongside BOMA BC, Saanich, and Victoria to identify and engage commercial building owners and connect them to resources on retrofit and energy-saving opportunities.
- Use this network as a means of preparing commercial building owners for future energy benchmarking and reporting requirements, as well as any upcoming provincial requirements.

8. Showcase Best Practices

Showcase best practices and opportunities for low-carbon resilient building retrofits

Priority

Secondary

Potential Partners & Collaborators:

CRD, other municipalities, CHBA, HPSC

- Increase understanding of retrofits challenges and opportunities by retrofitting municipal buildings and sharing the results across the community.
- Work with regional partners to showcase best practices, including organizing demonstrations and info sharing sessions that enhance public awareness and address any inquiries from the public.
- Build awareness and excitement through events, such as a “Retrofit Trade Fair” and/or inviting people to view successful projects, e.g. Climate Friendly Homes tour.

9. Realtor Education

Support a regional realtor education campaign

Priority

Secondary

Potential Partners & Collaborators:

CRD, other municipalities, VIREB

- Work with regional partners and VIREB to educate local realtors on energy efficiency and heat pumps and their benefits for health, safety, emissions reductions and resilience. Focus on upcoming programs (e.g. Royal Roads’ new real estate professional program).
- Consider advocating to MLS to add information and search fields on energy efficiency, emissions, and cooling, as well as relevant material included under “Tips for Buyers”.

Retrofit Success Story: A Small Strata Win

"We are a 5 unit strata...Our retrofit involved a lot of open communication among neighbors.

To kick off the process all our unit holders independently applied for the Canada Greener Homes grant so we had the option to do any retrofits.

Next we agreed that the strata would pay for the Energuide audit for each unit. Then the Strata President researched several providers of Heat Pumps and Solar Panel companies to assess the up front costs and long-term savings.

...In the end, 2 of the 5 unit holders decided to install heat pumps while the remaining decided it was not the right time.

...While this summer was not too hot compared to the last few years, the cooling of the heat pumps was so pleasant in the warmest, most humid days and nights. Also, the initial concerns about noise from some of the members were proven a non-issue with the modern heat pumps that were selected.

...One final note, we used the knowledge of the CRD's Home Energy Navigator program which was very helpful especially with verifying some information about heat pump installation specifications.

Community member, on Let's Talk Colwood Platform
(edited for length and clarity)



6.3 Funding and Financing

Help reduce the cost barriers to implementing retrofits, such as rebates, financing and other mechanisms

The upfront cost of retrofitting is a well-known barrier, not just in Colwood but across the province. Besides the costs of the upgrades themselves, many building owners run the risk of encountering unexpected expenses during the retrofitting process, which add to the final tally. While several rebate and financing programs exist to cover retrofitting costs, fluctuations in their availability can make recouping retrofit costs uncertain. Retrofits can also pose new or additional costs to tenants, which can pose challenges for those living on limited budgets. Funding opportunities designed to meet the needs of home and building owners can help fill

current gaps, reduce the overall financial burden, and ultimately encourage more retrofits across the community.

This section focuses on the ways the City of Colwood can reduce some of the cost-related barriers to retrofits. The City will explore where and how rebates may be able to fill certain gaps in the existing provincial and federal landscape of financial support, while exploring new tax incentive or financing opportunities for larger buildings. The City will also work with key partners across the Capital Regional District to advocate for improvements to existing financing opportunities at the provincial scale.

10. Rebates	
Identify and offer rebates to help fill current gaps and reduce up-front costs of retrofits	
Priority Primary	Identify one or more rebate opportunities for Colwood to provide that would fill a gap and have strong potential outcomes. Ensure any rebates help move the needle on Colwood goals (both information gathering and emissions reductions). Opportunities include: • Home energy evaluations for single-family homes, coupled with requirement to share the information with the City • Top-ups to electrical system upgrades (for homes switching from oil/gas to heat pumps) • Switching from gas to induction cooktops • Remediation or removal of hazardous materials (mould, asbestos) • Strata-wide upgrade incentives (to encourage upgrades across all units simultaneously). Ensure rebate offerings are tied to monitoring and evaluation to determine success rate in incentivizing action.
Potential Partners & Collaborators: City Green, CRD	

11. Tax Incentives

Explore the use of municipal taxes as a means of encouraging low-carbon resilient mechanical systems

Priority

Primary

Potential Partners & Collaborators:

Saanich

- Explore the implementation of a revitalization tax to help foster the uptake of low-carbon resilient retrofits in larger commercial, multi-family and/or mixed use buildings, drawing on the District of Saanich's model.
- Identify the initial success rate and any other lessons learned from Saanich, including the likely level of administrative and financial support needed to implement the program.
- Consider an initial pilot program and/or focusing on multi-unit residential only, and Integrating with the installation of active cooling.

12. Regional Advocacy for Financing

Partner with neighbour municipalities on an advocacy strategy for the continued improvement of existing financing and rebate options to support retrofits

Priority

Secondary

Potential Partners & Collaborators:

CRD, other municipalities

Advocate to the Province of BC and BC Hydro to implement supportive measures for retrofits, including:

- BC Hydro on-bill financing for heat pump installation
- Reliable continuation and expansion of CleanBC rebate and incentive programs to cover existing gaps.

13. PACE Financing

Explore the use of PACE financing to support retrofits in single family homes

Priority

Secondary

Potential Partners & Collaborators:

Saanich, Central Saanich

- Explore a potential program supporting installation of heat pumps by providing 0% financing via property tax levy. Begin by:
- Learning more from the implementation successes and lessons learned from District of Saanich and Central Saanich programs, including the likely level of administrative and financial support needed for a viable program in Colwood
 - Investigate the availability of funding sources to support implementation (e.g. Federation of Canadian Municipalities)
 - Monitor the potential release of a provincial framework to guide implementation.

6.4 Retrofit Requirements

Advocate for or enact requirements for existing homes and buildings to improve their energy efficiency and reduce emissions

Like most other municipalities in BC, Colwood has limited direct control over the buildings within its borders. This authority broadly sits with the provincial government, as enacted through the BC Building Code. However, Colwood can still explore requirements for improving the safety and performance of existing homes and buildings that do fall within the City's control to help proactively drive change to meet climate action and other goals. Doing so can significantly help to achieve emissions reductions, support industry growth, and improve the quality and performance of the local building stock.

This section highlights the kinds of regulatory actions the City will implement or explore to help improve energy efficiency and emissions reductions in Colwood's existing buildings. This includes the possible development of an oil tanks removal bylaw, as well as early adoption of incoming provincial standards for energy efficiency. To help prepare the industry for these and other incoming changes, the City will also work with local educational institutions and regional partners to help connect trades professionals with relevant training programs.

Colwood can explore requirements for improving the safety and performance of existing homes and buildings.

14. Support for Oil Tank Removals

Develop a support program and explore potential future requirements for removal of residential oil heating equipment from single family homes

Priority

Primary

Potential Partners & Collaborators:

CRD, other municipalities, City Green

- Explore ways the City can support the removal of oil tanks from existing Colwood homes. Begin with efforts to identify where oil tanks are located, then move to a supportive approach to help owners identify opportunities and incentives for oil tank removal.
- Draw on the actions in Section 5.1 to begin to identify which homes have oil tanks in Colwood.
- Develop a program to support and encourage the removal of oil tanks from residential homes/ properties. Work closely with neighbouring jurisdictions working on similar efforts to maximize efficiency and success. Collaborate regionally on any public engagement, public support programs, and implementation planning.
- Explore the potential for future removal requirements, collaborating with regional partners where appropriate. Specifically:
 - Leverage work underway by Saanich on an Oil Tank Removal Bylaw under the joint provincial and municipal authority of environmental protection (i.e. oil spills/ contamination)
 - Assess the internal and external legal reviews conducted by the District of Saanich and identify any additional information Colwood may need to understand the potential for a new bylaw
 - Identify the potential impact of this proposed measure on Colwood emissions
 - Provide Council with a report on the opportunities and challenges related to the development of a new bylaw and seek direction on the possibility of participating in a regional working group to participate in the development of a model bylaw.

15. HEES Adoption

Indicate interest in and support an early adoption of the provincial Highest Efficiency Equipment Standard

Priority

Primary

Potential Partners & Collaborators:

Province of BC, TSBC

- Bring a report to Council for options and decision-making if/when the opportunity for HEES and early municipal adoption is offered by the Province. Consider limitations of early adoption re: capacity of TSBC inspectors to verify installations, plus relationship with Colwood to collect data.
- Monitor provincial communications about HEES and ensure Colwood staff are aware of the implications for municipal buildings (both new builds and retrofits).

16. Trades Support

Support increases in retrofit training and certification for trades partners

Priority

Secondary

Potential Partners & Collaborators:

CHBA

- Work with the CRD and municipal partners to help connect contractors with local institutions to obtain required certification to support retrofit work, including becoming a part of the Home Performance Stakeholder Network.
- Explore potential partnerships (such as with Camosun College) to help increase integration of retrofit training in trades education and to inform and encourage trades students.
- Work with partners to promote and create training opportunities for designers and installers, e.g. "Builders Breakfasts" hosted by City of Victoria.

6.5 Healthy and Safe Buildings

Help safeguard the health and safety of building occupants under a warmer climate

Buildings are key players in climate action – both in reducing emissions and in fostering climate resilience in the spaces where people live, work, and play. Our homes are especially where the impacts of climate change are most acutely experienced and can become dangerous if not constructed to withstand the changes in climate we are starting to see. Extreme heat events in particular have become an increasingly pressing issue in BC, as warmer summer temperatures and stronger heat waves can create unsafe conditions for many people, including elderly people, children, people suffering from chronic illness or a medical condition that makes them especially vulnerable, and even those who

can’t afford to use their active cooling (i.e. air conditioning) when it gets too hot.

The City of Colwood aims to help protect the health and safety of its residents as the climate continues to warm. Actions to support this will include helping building occupants better understand the risks of extreme heat and equip them with the necessary tools to plan for their safety, as well as efforts to set new requirements and remove barriers to improved thermal safety. Colwood recognizes the environmental benefits of its urban forests and the value of expanding the existing tree canopy to provide shading for both indoor and outdoor environments, and will work alongside other municipalities and industry partners to advocate for action to safeguard building occupants at the provincial level.

17. Resilience Dashboard

Develop a City of Colwood resilience dashboard to raise awareness of climate risks and adaptation measures

Priority
Primary

Potential Partners & Collaborators:
CRD

- Develop a publicly accessible dashboard or interactive map to provide building-specific data on climate risks and available adaptation measures, leveraging or integrating with existing platforms where possible.
- Use data from the findings of Colwood’s Disaster Risk Reduction & Climate Adaptation work (Disaster Resilience Initiative).
- Work with the IT and GIS departments to layer into Colwood’s Sustainability & Climate Action webpage.
- Link to Climate Action Plan annual reporting.
- Include/showcase information on how to safeguard/plan for thermal safety under extreme heat.

18. Indoor Temperature Requirements

Explore the establishment of a Maximum Indoor Temperature Bylaw

Priority

Primary

Potential Partners & Collaborators:

CRD, other municipalities, VISOA, LLBC, BOMA BC, TRAC

Explore the establishment of requirements for rental building owners to implement measures to safeguard the thermal safety of occupants, drawing on the efforts of neighbouring and other municipalities. As a part of this exploration:

- Focus initial efforts on supporting priority buildings, e.g. older multi-family buildings that lack cooling, especially top floor units. Connect owners to information and education, as well as consider financial supports/programs to help cover the cost of equipment upgrades. Explore where/how to support owners in identifying how to avoid panel upgrades (where possible) or liaising with BC Hydro to facilitate electrical capacity upgrades
- Facilitate connections between residents and the BC Residential Tenancy Branch for support in advocating for cooling measures in summer
- Report to Council on a potential Standards of Maintenance bylaw to include requirements for maximum indoor temperatures, leveraging Section 53(2) (d), Section 63(f), and/or Section 8(3) (g), (i) or (l) [Fundamental Powers] in the Community Charter. Consider whether requiring proper maintenance and function of any existing air conditioning units and/or operable windows could be used as a baseline for compliance. Explore whether requirements should be tied to the maintenance of indoor temperatures below 26°C in at least one room per unit, to align with current BCBC requirements for new construction.

19. Policy Barriers to Thermal Safety

Remove any policies or covenants that prohibit cooling measures

Priority

Secondary

Potential Partners & Collaborators:

LLBC, VISOA

- Work with municipal staff and industry partners to identify any guidelines, bylaws, design covenants, and/or other policies or agreements that conflict with any form of overheating mitigation, such as external shades, heat pumps, and AC units. Once identified, explore means and opportunities to remove them in order to allow their installation.
- Refer to and leverage the BC Building Code's requirements for indoor design temperatures and associated requirements for overheating protection.

20. Regional Advocacy for Thermal Safety

Collaborate on an advocacy strategy with neighbour municipalities for provincial-level changes to support the safety and health of building occupants

Priority

Secondary

Potential Partners & Collaborators:

CRD, other municipalities

Work with the CRD and other municipalities on a coordinated advocacy effort to the Province to create or amend legislation that upholds the rights of renters and strata owners, including but not limited to:

- “Right to Cooling” legislation, preventing strata associations or landlords from prohibiting or unreasonably restricting residents from installing passive or mechanical cooling or ventilation measures
- The establishment of a maximum indoor air temperature or requirement for cooling within the Residential Tenancy Act
- Changes to the Residential Tenancy Act to allow for cooling/AC Units. Could include a request for a moratorium on further rent increases following an upgrade (where an associated rent increase was incurred) and/or reduction in rents following cost recuperation for upgrades
- Advocate for the forthcoming Alterations Code to impose clear indoor temperature standards based on future cooling needs and consider opportunities for incremental cooling and air filtration improvements for smaller alterations (e.g. an air-conditioned common room).

21. Expand Tree Canopy

Retain existing trees and expand the tree canopy across the community

Priority

Secondary

Potential Partners & Collaborators:

N/A

- Leverage work ongoing as part of Urban Forest Strategy and Biodiversity Conservation Strategy to expand Colwood’s tree canopy, which contributes to extreme temperature mitigation in buildings.
- Explore the development of guidelines or requirements for building site vegetation to be drought tolerant, prioritize native species, and be designed to provide shading in the summer.

7. Implementing the Strategy

7.1 Tracking and Reporting Progress

The specific design and implementation of each of the actions described above will be led by Colwood's Administration Department, in collaboration with other key City departments and sections, including Building and Bylaw Enforcement, Planning, Communications, and IT. The actions in this strategy include elements that can be achieved within the City's current capacity, as well as others to be considered for future planning and potential changes in staff capacity.

Progress towards the completion of each action, as well as towards the goals and targets

of the strategy as a whole, will be evaluated and reported on an annual basis through the City's planned Climate Action Plan reporting. A more fulsome update to the goal, targets, and strategies planned for 2030 and could be aligned with a Climate Action Plan update.

As described earlier in this strategy, data on the kinds of retrofits that have been completed in Colwood is difficult to obtain. However, the City will continue its efforts to collect data to help evaluate progress made towards its goals and targets using the data points and key performance indicators noted below⁴:

Ongoing Evaluation of the Building Stock	
Key Data Points	Potential Data Sources
Distribution of buildings by vintage and type	Annual BC Assessment Data
Space heating and domestic hot water systems in buildings	See Actions identified under Section 5.1 (<i>Information on Building Performance</i>)
GHG emissions and energy use	- CRD Community GHG Inventories - Community Energy and Emissions Inventory (CEEI) Data - Utility Data (i.e. BC Hydro and FortisBC data)⁵ - Benchmarking data
Climate risks and available adaptation measures	See Action 17 under Section 5.5 (<i>Healthy and Safe Buildings</i>)

⁴ More information on these methods of data collection is included in the companion Technical Report.

⁵ Note that at the time of this strategy, these data sources are difficult to access and/or use for these purposes

Tracking Our Progress

Key Performance Indicators	Potential Data Sources
Action implementation/status	Colwood's Administration Department
GHG emission reduction in the building sector	- Community Energy and Emissions Inventory (CEEI) Data - Utility Data (i.e. BC Hydro and FortisBC data)
Fuel switching rates	Program participation numbers (i.e. CleanBC, Strata Energy Advisor, Rental Apartment Retrofit Accelerator, Home Energy Navigator)
Number of oil tank removals	- Permit data (i.e. Mechanical, plumbing and building permit data) - Standard compliance (i.e. Alteration Codes and Highest Efficiency Equipment Standard compliance mechanisms once in place) - TSBC permit data - FortisBC connection data
Number of energy efficiency improvements ⁶	BC Energy Planner data
Uptake of City financial support programs (e.g. rebates)	Participation numbers and outcomes
Number of outreach campaigns (including workshops, demonstrations, program promotions)	Colwood's Administration Department, other key City departments, and partners.

7.2 Supporting Implementation

Implementing the actions listed in this Strategy and tracking their impact on retrofit rates in Colwood will require a continuous effort to maintain and improve a database of information on each metric described above. All data could be entered into Colwood's Tempest platform and reviewed for trends as part of annual reporting. As noted above, the implementation of all actions in this strategy would require additional staff capacity.

⁶ This is currently difficult to measure/track, but will be considered if it becomes easier in the future.

8. Summary of Actions

No.	Action	Priority	Departments Involved	Magnitude of Costs	Potential Partners & Collaborators
Information on Building Performance					
1	Understand the Building Stock Undertake further analysis of Colwood's residential stock to expand understanding of key needs and opportunities for efficiency improvements and emissions reductions	Primary	Administration (Buildings, Climate), Finance (IT, GIS)	\$\$ (\$50,000 - \$100,000)	CRD, Province of BC
2	Disclose Home Performance Encourage voluntary disclosure of home energy performance	Primary	Administration (Buildings, Climate), Finance (IT, GIS)	\$ (less than \$50,000)	CRD, other municipalities, Province of BC
3	Heating Systems Data Gather data for existing buildings via a survey on system or fuel type into existing homeowner touchpoints	Primary	Administration (Buildings, Climate, Communications), Finance (IT, GIS)	\$ (less than \$50,000)	Saanich, CRD, and other regional partners for approaches and related initiatives
4	Building Benchmarking & Reporting Benchmark and disclose performance of municipal buildings and require large commercial and residential buildings to annually report their energy and emissions performance	Primary	Administration (Climate, Buildings), Engineering & Public Works (Operations)	\$\$ (\$50,000 - \$100,000)	Saanich, Victoria, and CRD
Outreach and Support					
5	Community Outreach Establish a community-wide outreach program to help raise awareness of existing retrofit programs and opportunities, and provide support to Colwood residences and businesses	Primary	Administration (Climate, Communications, Buildings)	\$ (less than \$50,000)	CRD, City Green, Home Energy Navigator, other municipalities, CENiC, Relmagine Westshore

No.	Action	Priority	Departments Involved	Magnitude of Costs	Potential Partners & Collaborators
6	Support for Stratas Promote and expand uptake of the Strata Energy Advisor Program in Colwood	Primary	Administration (Climate, Communications, Buildings)	\$ (\$50,000 - \$100,000)	CRD, City Green, Home Energy Navigator, other municipalities, CENiC, ReImagine Westshore.
7	Support for Commercial Buildings Join and promote the Greater Victoria 2030 District program for commercial buildings	Primary	Administration (Climate, Communications), Planning	\$ (less than \$50,000)	Greater Victoria 2030 District, BOMA BC
8	Showcase Best Practices Showcase best practices and opportunities in low-carbon resilient building retrofits	Secondary	Administration (Climate, Buildings, Communications), Engineering & Public Works (Operations)	\$ (less than \$50,000)	CRD, other municipalities, CHBA, HPSC
9	Realtor Education Support a regional realtor education campaign	Secondary	Administration (Climate, Buildings, Communications)	\$ (less than \$50,000)	CRD, other municipalities, VIREB
Funding and Financing					
10	Rebates Identify and offer rebates to help fill current gaps and reduce up-front costs of retrofits	Primary	Administration (Climate), Finance	\$\$\$\$ (greater than \$200,000)	City Green, CRD
11	Tax Incentives Explore the use of municipal taxes as a means of encouraging low-carbon resilient mechanical systems	Primary	Finance, Administration (Climate, Buildings)	\$\$\$\$ (greater than \$200,000)	Saanich for approaches and related initiatives

No.	Action	Priority	Departments Involved	Magnitude of Costs	Potential Partners & Collaborators
12	Regional Advocacy for Financing Partner with neighbour municipalities on an advocacy strategy for the continued improvement of existing financing and rebate options to support retrofits	Secondary	Administration (Climate)	\$ (less than \$50,000)	CRD, other municipalities
13	PACE Explore the use of PACE financing to support retrofits in single family homes	Secondary	Finance, Administration (Climate, Buildings)	\$\$\$\$ (greater than \$200,000)	Saanich, Central Saanich for support while implementing

Retrofit Requirements

14	Support for Oil Tank Removals Develop a support program and explore potential future requirements for removal of residential oil heating equipment from single family homes	Primary	Administration (Climate, Buildings)	\$ (less than \$50,000)	CRD, other municipalities, City Green
15	HEES Adoption Indicate interest in and support an early adoption of the provincial Highest Efficiency Equipment Standard	Primary	Administration (Climate, Buildings)	\$ (less than \$50,000)	Province of BC, TSBC
16	Trades Support Support increases in retrofit training and certification for trades partners	Secondary	Administration (Climate, Buildings, Communications)	\$ (less than \$50,000)	CHBA

No.	Action	Priority	Departments Involved	Magnitude of Costs	Potential Partners & Collaborators
Healthy and Safe Buildings					
17	Resilience Dashboard Develop a City of Colwood resilience dashboard to raise awareness of climate risks and adaptation measures	Primary	Administration (Climate), Finance (IT, GIS)	\$\$ (\$50,000 - \$100,000)	CRD
18	Indoor Temperature Requirements Explore the establishment of a Maximum Indoor Temperature Bylaw	Primary	Administration (Buildings, Climate)	\$ (less than \$50,000)	CRD, other municipalities, VISOA, LLBC, BOMA BC, TRAC
19	Policy Barriers to Thermal Safety Remove any policies or covenants that prohibit cooling measures	Secondary	Administration (Climate, Buildings), Planning	\$ (less than \$50,000)	LLBC, VISOA
20	Regional Advocacy for Thermal Safety Collaborate on an advocacy strategy with neighbour municipalities for provincial-level changes to support the safety and health of building occupants	Secondary	Administration (Climate, Buildings), Planning	\$ (less than \$50,000)	CRD, other municipalities
21	Expand Tree Canopy Retain existing trees and expand the tree canopy across the community	Secondary	Engineering & Public Works (Parks), Administration (Climate)	\$\$\$\$ (greater than \$200,000)	N/A