



**TITLE: THE CITY OF SELKIRK GREENHOUSE GAS
ACCOUNTABILITY BY-LAW**

NUMBER: 5360

**PREAMBLE: TO ESTABLISH A PROGRAM FOR
TRACKING, REPORTING, AND OFFSETTING
CORPORATE GHG EMISSIONS AND
SETTING GHG REDUCTION TARGETS**

DATE PASSED:

OBJECTIVES

The objectives of this By-law are to:

- establish a system for measuring, tracking and reporting the greenhouse gas emissions generated by the municipal corporation and the community at large
- formally set greenhouse gas reduction targets for the municipal corporation and the community at large
- set out a process for offsetting the greenhouse gases generated by the municipal corporation
- establish a reserve fund to support the reduction of corporate and community greenhouse gas emissions
- provide a clear financial framework for funding the achievement of the City's GHG reduction targets

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The Council of the City of Selkirk enacts as follows:

1. BY-LAW TITLE

This By-law shall be known as the City of Selkirk Greenhouse Gas Accountability By-law.

2. DEFINITIONS

“Administration” means all management and staff of all City of Selkirk as outlined within the City of Selkirk Organizational Chart.

“By-Law” means By-Law 3560, the City of Selkirk Greenhouse Gas Accountability By-Law.

“Chief Administrative Officer” means the Chief Administrative Officer for the City of Selkirk as designated by by-law.

“City” means the City of Selkirk.

“Community Emissions” means all In-Scope Greenhouse Gas emissions generated by citizens and organizations within the City of Selkirk.

“Corporate Emissions” means all In-Scope Greenhouse Gas emissions generated by the Municipal Corporation of the City of Selkirk.

“Council” means Council of the City of Selkirk.

“Gold Standard Carbon Offsets” means carbon offsets that meet the standards and criteria set out by the Gold Standard organization.

“Greenhouse Gas(es)” or “GHG” means the various gaseous compounds (such as carbon dioxide or methane) that absorb infrared radiation, trap heat in the atmosphere, and contribute to the greenhouse effect

“GHG Inventory” means a record of all In-Scope Greenhouse Gases measured or estimated to have been produced by an entity.

“In-Scope” means included within the City’s system for measuring and tracking GHG emissions in its GHG inventory.

“Net-Zero” means and overall balance between Greenhouse Gas emissions produced, and Greenhouse Gas emissions taken out of the atmosphere either through action or the purchase of carbon offsets.

"Public" means any person that is not a member of Council.

“Reserve” means the Greenhouse Gas Reduction Reserve established in Section 6.

"Resolution" means a motion that has been formally adopted by a majority of elected members at a Council meeting.

3. CORPORATE GHG INVENTORY

3.1 The City shall establish and maintain a GHG Inventory of its Corporate Emissions.

3.2 The GHG Inventory shall include data and information pertaining to the municipal In-Scope Corporate Emissions generally considered appropriate, or legally required, for the effective tracking and reporting of Greenhouse Gas emissions by a municipal corporation in the Province of Manitoba.

3.4 The CAO shall establish by policy, the system for building and maintaining the City’s Corporate GHG Inventory.

3.5 The CAO shall ensure the system developed under clause 3.4 follows standards set out by the Carbon Disclosure Project or another internationally recognized leading-practice system, and shall ensure alignment with standards for municipal governments that may be established in legislation or regulation by the Province of Manitoba or the Government of Canada.

4. COMMUNITY GHG INVENTORY

4.1 Beginning in 2022, the City shall establish and maintain a GHG Inventory of its Community Emissions.

4.2 The GHG Inventory shall include data and information pertaining to the In-Scope Community Emissions generally considered appropriate, or legally required, for the effective tracking and reporting of Greenhouse Gas emissions by a municipality in the Province of Manitoba.

4.4 The CAO shall establish, by policy, the system for building and maintaining the City's Community GHG Inventory.

4.5 The CAO shall ensure the system developed under clause 4.4 follows standards set out by the Carbon Disclosure Project or another internationally recognized leading-practice system, and shall ensure alignment with standards for municipal governments that may be established in legislation or regulation by the Province of Manitoba or the Government of Canada.

5. GREENHOUSE GAS EMISSION TARGETS

5.1 The City shall reduce its Corporate Emissions as measured in Section 3 to Net-Zero by 2030.

5.2 The City shall reduce its Corporate Emissions as measured in Section 3 to zero by 2045.

5.3 The City shall reduce its Community Emissions as measured in Section 4 to Net-Zero by 2050.

5.4 Council may set additional targets to reduce Corporate and Community Emissions by resolution, provided such targets represent a reduction of emissions to zero in a shorter period than the targets set out in this By-law.

5.5 The CAO shall recommend to Council additional Corporate and Community Emissions reduction targets which support the alignment with provincial and national targets as may be set by the Province of Manitoba and the Government of Canada, where such targets represent a reduction of emissions to zero in a shorter period than the targets set out in this By-law.

6. GREENHOUSE GAS REDUCTION RESERVE FUND

6.1 The City shall establish and maintain a reserve fund, to be identified in the City's financial records as the Greenhouse Gas Reduction Reserve, with the ability to indicate at all times, the state of the Reserve.

6.2 The Greenhouse Gas Reduction Reserve may be used to fund any project, program or activity that intends to reduce the City's Corporate or Community Emissions. Funds from this Reserve may be used for operations or capital.

- 6.3 Contributions to the Reserve may be by resolution of Council, provisions of this or any other City by-law, or as authorized by the CAO.
- 6.4 The Greenhouse Gas Reduction Reserve or any portion of the Reserve may be invested in accordance with The Municipal Act.
- 6.5 Funds from the Reserve and any accumulated interest, may be expended for a purpose other than those specified in clause 6.2, as long as before making the expenditure, public notice is given and a public hearing is held in accordance with The Municipal Act.
- 6.6 No public notice or public hearing is required for an expenditure funded from the Reserve if it is for a purpose specified in clause 6.2.

7. GREENHOUSE GAS OFFSETS

- 7.1 The City shall calculate the cost of offsetting its annual Corporate Emissions. Such calculations shall be based on the current market value for Gold Standard Carbon Offsets.
- 7.2 Beginning in 2022, the City shall calculate the cost of offsetting its annual Community Emissions. Such calculations shall be based on the current market value for Gold Standard Carbon Offsets.
- 7.3 The CAO shall establish by policy, a process for determining the market value of Gold Standard Carbon Offsets that is consistent with leading practice for municipal governments in Canada.
- 7.4 The City shall include in its annual budget a contribution to the Greenhouse Gas Reduction Reserve an amount equivalent to the cost of offsetting its Corporate Emissions calculated for the previous calendar year.
- 7.5 Beginning in 2030, the City shall include in its annual budget a contribution to the Greenhouse Gas Reduction Reserve an amount equivalent to 1% (hereon referred as the Factor) of the cost of offsetting its Community Emissions calculated for the previous calendar year.
- 7.6 In each proceeding year from 2031 to 2040, the Factor shall increase by 1%. In each year following 2040, the Factor shall increase by 10% until it reaches 100%.

8. OFFSETTING CORPORATE EMISSIONS

- 8.1 To achieve its Corporate and Community Emissions targets, the city may purchase carbon offsets.
- 8.2 The CAO shall establish by policy, a process to procure carbon offsets.
- 8.3 The CAO shall ensure that the procurement of carbon offsets is aligned with leading international practice and at minimum comply with any provincial or national standards that may be established for municipal governments.

9. GHG REPORTING

- 9.1 The City shall, on an annual basis, report to the public on the Corporate and Community Emissions it has measured for the previous year.
- 9.2 The City shall include in this annual reporting an accounting of sources of emissions and shall include at least three (3) years of previous measures where this information is available.

- 9.3** The City shall include a comparison of the recent Corporate and Community Emissions with the City's GHG reduction targets.
- 9.4** Where practicable, such reporting of emissions shall be made available to the public each year by October 1st.
- 9.5** The City may report its annual emission results to the Carbon Disclosure Project and other reputable public GHG reporting agencies and systems.
- 9.6** Notwithstanding the foregoing, the City's emissions reporting standards shall comply with any regulations or legislated standards that maybe set for municipal governments by the Province of Manitoba or the Government of Canada.

10. GHG CONSIDERATION IN DECISION MAKING

The CAO shall establish systems to ensure that the City considers the GHG impact of its decision making. This shall include, but is not limited to, including GHG impact assumptions in administrative and briefing reports to Council.

11. CAO DELEGATED AUTHORITY

- 11.1** The Chief Administrative Officer is delegated the authority to, at their discretion, make regulations, policies, procedures, and practices, initiate works, and establish fees and charges that they consider necessary to implement and carry out the purpose and responsibilities of this By-law. Such CAO actions may refine and clarify clauses of this Bylaw to ensure its practical application.
- 11.2** The CAO may use a reasonable interpretation of this By-law to address specific situations where literal application of this By-law may be inconsistent with its intention provided such interpretation is equitably and consistently applied.

12. BY-LAW REVIEW

This By-law shall be reviewed no less than every 5 years from the date it is passed.

13. SEVERABILITY

The invalidity of any provisions of this By-law with an Act or Regulation in force in the Province of Manitoba or a decision of Court, shall not affect the validity or enforceability of any other provisions of this By-law, which shall remain in full force and effect.

14. SUNSET

This By-law shall continue to be in force and effect until repealed.

15. EFFECTIVE DATE

The effective date of this By-law shall be the day after it is passed.

16. AUTHORITY

The Municipal Act provides as follows:

85(1) A council may by by-law delegate any of its powers, duties or functions under a by-law or this or any other Act to the head of council, a council committee, the Chief Administrative Officer or a designated officer, unless the by-law or Act otherwise provides.

168(1)A council may by by-law establish reserve funds for any general or specific purpose.

168(2)A council that establishes a reserve fund for a specific purpose may provide in its operating budget or capital budget for an expenditure from the fund only for that purpose unless, before making the expenditure,

(a) the council gives public notice, and holds a public hearing, in respect of the proposed expenditure; and

(b) in the case of a reserve fund that is supplemented with the approval of The Public Utilities Board, the Board approves the proposed expenditure.

231 The power given to a council under this Division to pass by-laws is stated in general terms

(a) to give broad authority to the council and to respect its right to govern the municipality in whatever way the council considers appropriate, within the jurisdiction given to it under this and other Acts; and

(b) to enhance the ability of the council to respond to present and future issues in the municipality.

READ A FIRST TIME THIS _____ DAY OF _____, 2021.

READ A SECOND TIME THIS _____ DAY OF _____, 2021.

READ A THIRD TIME THIS _____ DAY OF _____, 2021.

DONE AND PASSED by the Council of the City of Selkirk, assembled at Selkirk, Manitoba, this _____ day of _____, 2021.

L. JOHANNSON, MAYOR

D. NICOL, CHIEF ADMINISTRATIVE OFFICER