

District of West Vancouver

POLICY

Title: Energy Efficiency
Division: Finance and Corporate Services
Policy Number: 0037
File Number: 0282-20-0037

1. Purpose

- 1.1. Reduce the consumption of energy through strategic energy management.
- 1.2. Introduce appropriate energy conservation technology without compromising health and safety.
- 1.3. Demonstrate support for the responsible use of renewable and non-renewable resources.

2. Scope

- 2.1. This policy applies to District owned facilities.

3. Definitions

- 3.1. “**District**” means The Corporation of the District of West Vancouver.
- 3.2. “**GHG**” means greenhouse gas.
- 3.3. “**LED**” or “light emitting diode” means a type of lighting technology using semiconductor diodes to produce light.

4. Policy Statement

- 4.1. The District is committed to adopting energy efficient buildings, equipment, and controls for the efficient use of electrical energy and natural gas in the facilities and infrastructure operated by the District.

Facilities and Assets in collaboration with departmental managers contribute to the energy efficient operation of District assets.

To carry out this policy the District will incorporate consideration of the following during new construction, retrofits, and replacement of equipment:

- a) for new buildings and significant retrofits use the energy-performance based design approach of the BC Energy Step Code and Zero Carbon Step Code to support achieving energy and GHG emission reduction targets;
- b) include analysis of life cycle costs and return on investment when purchasing new equipment and when undertaking building and equipment retrofits;

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- c) monitor electrical consumption so that energy efficiency goals can be established and performance tracked;
- d) for planning and budgeting purposes maintain an energy saving project list for equipment and system upgrades. Include projects that have a simple payback of eight years or less. Where possible, include an analysis using the District's GHG calculator tool to determine savings or impacts of projects;
- e) continue to progress on energy saving initiatives; ensure that building equipment and systems are operated efficiently through a preventative maintenance program;
- f) engage Facilities and Assets staff in facilitating energy efficient building operation through engagement and training in energy management procedures and practices; and
- g) ensure that employees are aware of energy conservation policies and practices.

4.2. Energy Efficiency Performance Standards

To carry out performance standards the District will make its best efforts to:

- a) where possible utilize programs and financial assistance from utility companies and other levels of government;
- b) where possible consider other renewable sources of energy such as solar energy to decrease the electrical load of a building;
- c) ensure equipment and systems in retrofits and new buildings have the ability to integrate into a building control system for the purpose of monitoring and control;
- d) reduce GHG emissions and to manage costs, where feasible fuel switching from natural gas to electricity and use of heat pumps should be considered when retrofitting equipment for space and water heating. New buildings and major retrofits should install low GHG emitting equipment, such as heat pumps, as the primary source for space and water heating;
- e) adopt LED technology lighting for new buildings and lighting replacement;
- f) ensure lighting level matches recommended standards for the activities to be performed;
- g) ensure all newly installed and retrofitted lighting systems and controls have dimming capability to ensure that lighting is not on when areas are unoccupied and controlled by a lighting control system and/or sensors. Spaces such as enclosed office areas, meeting rooms, and so on should have vacancy sensors and the ability for occupants to turn off the light; and
- h) plan for installation of electric vehicle charging stations in buildings.

5. Approval

Approved by	☐ Municipal Manager	☒ Mayor and Council
Approval date	2026/07/06	
Council minutes eDocs # (Council Policies only)	LGDM-711734498-25516	
Council report eDocs # (Council Policies only)	LGDM-711734498-25537	
Signature	<u>[Original signed by Mayor]</u> MAYOR	

6. Additional Information

Category	☒ Council	☐ Administrative
Related procedure	☐ Yes	☒ No
Date of last review	2026	