

Staff Report to Council

Planning and Development

FILE: 01-0450-01/25

REPORT DATE: November 04, 2025 **MEETING DATE:** November 25, 2025
TO: Mayor and Council
FROM: Michelle Baski, Manager of Agriculture & Environment
SUBJECT: **2026 Draft Business Plan - Agriculture and Environment Division**

CHIEF ADMINISTRATIVE OFFICER REVIEW/APPROVAL:



RECOMMENDATION(S):

THAT Council:

- A. Receive for information the Agriculture and Environment Division 2026 Draft Business Plan and Staff Report as presented at the November 25, 2025 meeting of Council; OR
- B. Other.

PURPOSE

The purpose of this report is to present the 2026 Draft Business Plan for the Agriculture and Environment Division.

☒ Information Report ☐ Decision Report ☐ Direction Report

DISCUSSION

DIVISION OVERVIEW

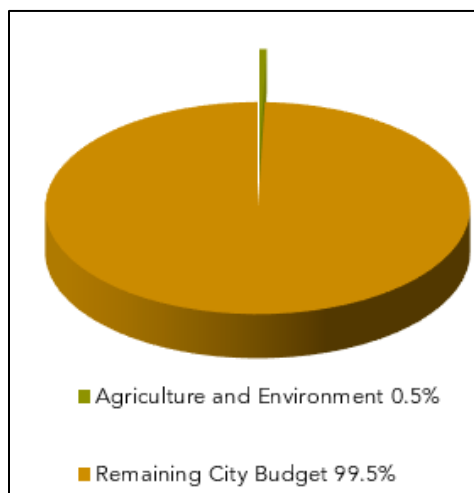
The Agriculture and Environment Division is responsible for providing a range of services relating to sustainable community development, in alignment with the City's Strategic Plan, Official Community Plan, and other guiding documents. This Division is specifically responsible for agricultural and environmental planning and initiatives, as outlined in the Agricultural Viability Strategy, Urban Forest Strategy, Environmental Inventory and Management Strategy, and recently endorsed Climate Action Strategy. This Division also supports the Planning, Engineering,

Operations, and Parks departments/divisions in ongoing initiatives, as they relate to agricultural and/or environmental activities.

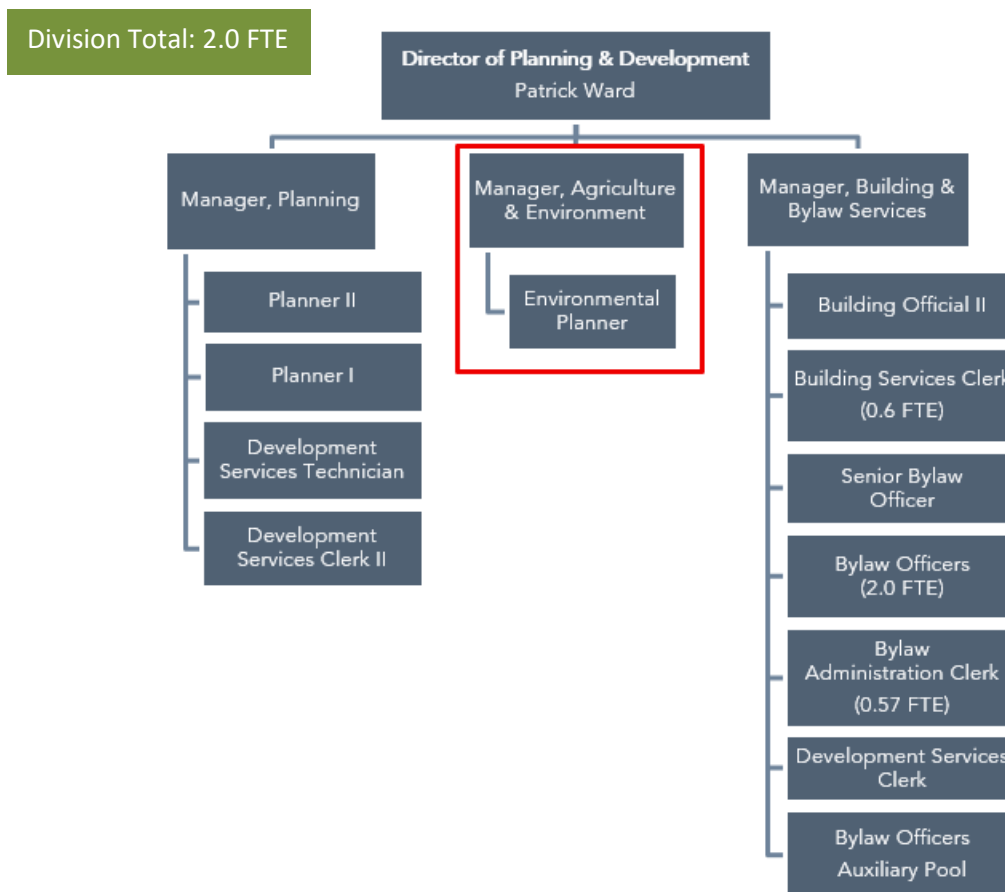
Operating Budget: \$203,600

Capital Budget: \$165,000

% Share of overall City Budget: 0.5%



Staff Complement



Forecasted Position Adjustments

None.

Deferred Projects

None.

2025 Achievements (Top 3)

- **CLIMATE ACTION STRATEGY.** Completed the development of a comprehensive strategy that identifies greenhouse gas (GHG) reduction targets, actions that support progress towards the targets, and actions that build enhanced local resilience to climate-related threats. The Climate Action Strategy was endorsed by Council on September 9, 2025. *Principled Governance – Environmental/Climate Stewardship*
- **INVASIVE SPECIES MANAGEMENT PLAN.** Initiated the development of a comprehensive plan for invasive species management, including: identifying the vulnerabilities and impacts in Pitt Meadows; how to prevent spread; achieve early detection; and contain and control invasive species, with recommendations for restoration after treatment. The Invasive Species Management Plan is expected to be completed in early 2026. *Community Spirit and Wellbeing – Natural Environment*
- **PUBLIC ELECTRIC VEHICLE (EV) CHARGING STATIONS.** Partnered with BC Hydro to expand EV charging infrastructure in the City at Pitt Meadows Athletic Park, including eight DCFC Level 3 fast-charging ports with two accessible stalls, and four Level 2 ports. The installation is currently underway and is expected to be complete by the end of this year. *Infrastructure – Active Transportation*

Key Challenges for 2026

- **CLIMATE CHANGE.** Climate change is a key challenge for the Agriculture and Environment Division as it presents many different competing needs for action. For example, extreme heat and drought can negatively impact agricultural operation for irrigation and water flow levels for fish habitat. The recently endorsed Climate Action Strategy identifies actions for adaptation and mitigation for climate change and funding is being requested to start the implementation of the Climate Action Strategy (see Attachment A Decision Package: Climate Action Strategy – Implementation).
- **FUNDING AND STAFF RESOURCES.** Many initiatives being led by the Agriculture and Environment Division require input from other departments/divisions, which already have full work plans. Some initiatives, such as increasing the tree canopy cover, will require additional funding in the future. It may be possible for the City to apply for grants to fund priority projects but the grants are not guaranteed and implementation of the

strategies may be delayed due to resource constraints (see Attachment B Decision Package: Urban Forest Strategy – Implementation).

- **AGRICULTURAL CHALLENGES.** Agricultural producers in Pitt Meadows face challenges due to overlapping risks of climate change (including water shortages), an aging farmer population, high inflation, land speculation, and increasing input costs associated with disrupted supply chains. Addressing the various needs of producers will require collaboration amongst various levels of government and different organizations.

Key Initiatives 2026

Strategic Priority	Initiative
Principled Governance – Environmental/Climate Stewardship	CLIMATE ACTION STRATEGY IMPLEMENTATION. Implement actions that support progress towards GHG reduction targets and enhance local resilience to climate-related threats, with a focus on implementing a climate lens in decision-making, initiating a Green Fleet Plan, and participating in a Shared Energy Manager program.
Community Spirit and Wellbeing – Natural Environment	INVASIVE SPECIES MANAGEMENT PLAN. Complete the Invasive Species Management Plan and then commence the implementation of recommended actions.
Principled Governance – Environmental/Climate Stewardship	ELECTRIC VEHICLE (EV) CHARGING STATIONS. Building on the EV charging station project at the Pitt Meadows Athletic Park, continue to explore other options and locations for EV charging infrastructure in the city.
Balanced Economic Prosperity – Agriculture	AGRICULTURAL VIABILITY STRATEGY IMPLEMENTATION. Continue with the implementation of the strategies and actions identified in the Agricultural Viability Strategy. Focus areas will include exploring agricultural processing opportunities and partnerships to promote local food security and viability and expanding on emergency planning for the agricultural sector.
Community Spirit and Wellbeing – Natural Environment	URBAN FOREST STRATEGY IMPLEMENTATION. Implement strategies and actions identified in the Urban Forest Strategy, with a focus on implementing a Tree Management Bylaw, reviewing development permit guidelines for appropriate planting species, and developing a funding strategy to increase and maintain the urban forest canopy on public lands.

Strategic Priority	Initiative
Community Spirit and Wellbeing – Natural Environment	ENVIRONMENTAL INVENTORY AND MANAGEMENT STRATEGY IMPLEMENTATION. Continue to implement initiatives identified in the Environmental Inventory and Management Strategy, and develop a more defined five-year action plan, with a focus on high and medium-high priority action items.

PROPOSED OPERATING BUDGET

	2025 Adopted Budget	2026 Proposed Budget	Proposed Changes for 2026		2027 Proposed Budget	2028 Proposed Budget	2029 Proposed Budget	2030 Proposed Budget
Expenses								
Agriculture and Environment	199,500	203,600	4,100	2.1%	210,200	217,200	224,200	231,600
	199,500	203,600	4,100	2.1%	210,200	217,200	224,200	231,600
Net Operating Expenses	\$ 199,500	\$ 203,600	\$ 4,100	2.1%	\$ 210,200	\$ 217,200	\$ 224,200	\$ 231,600
Key Budget Changes for 2026:								
Salary and Benefits			3,500					
Other			600					
Change in Net Operating Expenses			\$ 4,100					

PROPOSED CAPITAL BUDGET

Division	Project	2026	2027	2028	2029	2030	Total
DV552 - AGRICULTURE AND ENVIRONMENT SERVICES							
	230014 - CLIMATE ACTION PLAN	\$ 115,000	\$ 54,000	\$ 54,000	\$ 54,000	\$ 54,000	\$ 331,000
	260003 - Urban Forest Planning	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
DV552 - AGRICULTURE AND ENVIRONMENT SERVICES Total		\$ 165,000	\$ 54,000	\$ 54,000	\$ 54,000	\$ 54,000	\$ 381,000

DECISION PACKAGES

See Attachments A and B for proposed Decision Packages related to Climate Action Strategy and Urban Forest Strategy implementation.

PUBLIC PARTICIPATION

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

KATZIE FIRST NATION CONSIDERATIONS

Referral ☐ Yes ☒ No

SIGN-OFFS

Written by:

Michelle Baski,
Manager of Agriculture & Environment

Reviewed by:

Patrick Ward,
Director of Planning & Development

ATTACHMENTS:

- A. Decision Package: Climate Action Strategy - Implementation
- B. Decision Package: Urban Forest Strategy – Implementation

DECISION PACKAGE: Climate Action Strategy - Implementation

Department/Division	Agriculture & Environment	
Submitted by	Michelle Baski, Manager of Agriculture & Environment	
Estimated Capital Cost	2026: \$115,000	2027 – 2035: \$54,000
Estimated Operating Cost	One time: \$	Ongoing: \$

Recommendation

THAT Council:

- A. Approve an expenditure of \$601,000 from the General Operating Reserve over the next 10 years to support implementation of the Climate Action Strategy; OR
- B. Other.

Executive Summary

This decision package proposes budget to support the implementation of the Climate Action Strategy that was endorsed by Council on September 9, 2025. The total estimated investment needed to implement all 34 of the actions within the Climate Action Strategy is approximately \$598,500. The implementation timeframe for the Climate Action Strategy is 10 years (2026 – 2035).

The proposed budget of \$115,000 in 2026 would support the implementation of two-short term actions in 2026: developing a Green Fleet Plan and participating in a Shared Energy Manager program. The proposed budget of \$54,000 per year between 2027 and 2035 represents a rounded average of the investment needed over the following 9 years to support the implementation of other actions in the Strategy. The total budget request over the next 10 years is \$601,000.

Background/Discussion

Climate change is a global, national, regional, and local challenge. Impacts are expected for Pitt Meadows in the form of increased precipitation, higher average temperatures, rising sea levels, increased extreme weather events (including flooding) and more weather volatility and variability. By improving the City's capacity to mitigate and respond to the effects of climate change, we will not only help to avoid the most severe impacts but also reduce future costs and make Pitt Meadows a better, safer place to live.

The Climate Action Strategy is the City's roadmap to both reduce greenhouse gas (GHG) emissions and prepare for climate impacts. Reduction targets for Pitt Meadows are to contribute to regional GHG emission reductions of 45% below 2010 levels by 2030, and to help achieve a

carbon neutral region by 2050. The total estimated investment needed to implement all 34 of the actions within the 10-year timeframe of the Climate Action Strategy is approximately \$598,500.

The proposed budget of \$115,000 in 2026 would support the implementation of two-short term actions in 2026: developing a Green Fleet Plan and participating in a Shared Energy Manager program.

The Green Fleet Plan (\$75,000) is intended to set out a structured, phased roadmap to shift small equipment, and then the broader vehicle fleet, to low-emission technologies, supported by a careful review of the municipality's electrical capacity to ensure reliable charging and future scalability.

The Shared Energy Manager service is a two-year pilot program, with an estimated cost of \$40,000 (\$20,000 per year). The program is provided through the Community Energy Association (CEA), a non-profit consulting organization with expertise in energy assessment and energy management planning. The program is 50% funded by BC Hydro, and the CEA Energy Manager would be shared amongst participating BC municipalities (currently there are four municipalities participating in the pilot program). This program has been designed for smaller to medium-sized communities that have limited staff capacity to implement energy reduction measures, and navigate various incentive and grant programs. The Energy Manager would help to provide clear insights into baseline energy and emissions of select City facilities, prioritizing high-impact measures and GHG reduction pathways, along with tailored support for implementing projects. The Energy Manager would work with the City to gather data to help identify challenges, opportunities, and prioritize projects for implementation, in order to realize energy savings.

The proposed budget of \$54,000 per year between 2027 and 2035 represents a rounded average of the investment needed over those 9 years to support the implementation of other actions in the Strategy with budget requirements. Consistent funding for the Climate Action Strategy will facilitate implementation, while providing the flexibility to undertake different actions within the 10-year implementation timeframe, informed by the availability of staff resources relative to other priorities.

As described in the Climate Action Strategy, to monitor and report progress, staff will track key performance indicators (KPIs) and report annually on progress toward achieving targets. This approach will ensure transparency and accountability in the City's climate efforts and help guide ongoing improvements.

Strategic Plan

The Climate Action Strategy is supported by the following principles within Council's 2023-2026 Strategic Plan:

Environmental/Climate Stewardship Proactively prepare and plan for a growing probability of extreme weather by incorporating climate change adaptation measures.

Natural Environment Conserve and enhance our natural assets for the benefit of current and future generations.

Investments Proactively plan for infrastructure and invest tax dollars to ensure the long-term viability and resiliency.

Active Transportation Encourage active modes and alternate forms of transportation that support a livable, healthy and environmentally responsible community.

Preparedness Advocate for dike infrastructure upgrades and strengthen partnerships with external agencies and senior levels of governments to ensure the community is protected and safe.

Emergency Preparedness Ensure the City is prepared and able to respond to small and major catastrophic events, whether manmade or natural disasters.

Financial Implications

	<u>One Time</u>		<u>Ongoing</u>	
Costs	Capital	Operational	Capital	Operational
Climate Action Strategy - Implementation (2026)	\$115,000	\$	\$	\$
Climate Action Strategy - Implementation (2027 – 2035)	\$54,000 (per year)			
Total Costs:	\$601,000	\$	\$	\$
Special Remarks: <i>The Agriculture and Environment Division would oversee the implementation of the Climate Action Strategy, with various departments throughout the organization taking the lead or supporting the implementation of the individual action items. The majority of the actions in the Climate Action Strategy are one-time projects. Subsequent recommendations that emerge from these initial actions may require additional investments to implement, which could have tax implications. Any additional investment requirements would be considered through future business planning processes, and staff will continue to pursue grants and other external funding opportunities to support the implementation of the Strategy.</i>				

The General Operating Reserve is primarily funded through prior-year surplus. Funding related to this decision package is already captured in the 2026 Financial Plan Overview, General Operating Reserve Fund balance.

Alternatives

Defer the funding of the Climate Action Strategy until 2027. This would also defer potential opportunities for partnerships and grant funding that may offset the City's costs.

DECISION PACKAGE: Urban Forest Strategy - Implementation

Department/Division	Agriculture & Environment	
Submitted by	Michelle Baski, Manager of Agriculture & Environment	
Estimated Capital Cost	One time: \$50,000	Ongoing: \$
Estimated Operating Cost	One time: \$	Ongoing: \$

Recommendation

THAT Council:

- A. Approve an expenditure of \$50,000 from the General Operating Reserve for the implementation of actions in the City’s Urban Forest Strategy; OR
- B. Other.

Executive Summary

The funding request is to support the implementation of the following short-term actions in the Urban Forest Strategy:

- Develop an implementation and financial plan, inclusive of grant funding opportunities, to scale-up tree planting on public lands, with consideration to the associated maintenance requirements; and
- Update the strategy for mitigation, or removal and replacement, for known problem locations where street trees are damaging infrastructure or lifting sidewalks.

Any remaining funds would be allocated towards an update to the City’s street tree mapping and/or community education on the importance of the urban forest, and how community members can help to protect it.

Background

The Urban Forestry Strategy was endorsed in September 2024, and is a long-term strategic plan, with the vision of creating a diverse, resilient, and beautiful urban forest on public and private lands. The goals and actions within the Urban Forest Strategy are designed to build resiliency into the future urban forest through the City’s management practices and policies. This Strategy sets an aspirational target of 30% canopy cover within the Urban Containment Boundary by 2050.

To increase the tree canopy cover from the current 17% to the targeted 30% within the UCB by 2050, approximately 11,500 trees would need to be planted. This includes an estimated 4,600 trees that could potentially be planted on public lands.

Strategic Plan

The Urban Forest Strategy is supported by the following principles within Council's 2023-2026 Strategic Plan:

Environmental/Climate Stewardship *Proactively prepare and plan for a growing probability of extreme weather by incorporating climate change adaptation measures.*

Natural Environment *Conserve and enhance our natural assets for the benefit of current and future generations.*

Investments *Proactively plan for infrastructure and invest tax dollars to ensure the long-term viability and resiliency.*

Emergency Preparedness *Ensure the City is prepared and able to respond to small and major catastrophic events, whether manmade or natural disasters.*

Financial Implications

	<u>One Time</u>		<u>Ongoing</u>	
Costs	Capital	Operational	Capital	Operational
Consultant fees	\$50,000	\$	\$	\$
Total Costs:	\$50,000	\$	\$	\$
Special Remarks: <i>The Agriculture and Environment Division would lead the project, with support from the Parks Division and Finance Department. Subsequent recommendations that emerge from these initial actions may require additional investments to implement, which could have tax implications. Any additional investment requirements would be considered through future business planning processes, and staff will continue to pursue grants and other external funding opportunities to support the implementation of the Strategy.</i>				

The General Operating Reserve is primarily funded through prior-year surplus. Funding related to this decision package is already captured in the 2026 Financial Plan Overview, General Operating Reserve Fund balance.

Alternatives

Defer the funding of the Urban Forest Strategy implementation until 2027.