



SUSTAINABLE DEVELOPMENT PLAN 2023-2027



**ASSEMBLÉE
NATIONALE
DU QUÉBEC**

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**SUSTAINABLE
DEVELOPMENT PLAN
2023-2027**



A message from the President

As Québec's foremost institution, the Assemblée nationale must lead by example when it comes to responsible practices.

The 2023–2027 Sustainable Development Plan is the institution's most recent undertaking in this area. It proposes initiatives for every dimension of sustainable development, the implementation of which will allow the Assemblée nationale to remain a leader among parliaments worldwide.

I encourage us all to embrace those initiatives.

Original signed

Nathalie Roy

President



A message from the Secretary General

I am pleased to present the Assemblée nationale du Québec's 2023–2027 Sustainable Development Plan. This document outlines the initiatives the institution intends to implement over the next four years in order to develop more responsible practices. It covers a wide range of topics related to the Assemblée nationale's various spheres of activity and specific characteristics.

Our plan was developed with the contribution and ideas of many of our staff members from various administrative units, and I thank them. Their continued commitment over the coming years will be key to our success.

Original signed
Siegfried Peters
Secretary General



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An institution committed to sustainable development

On the international stage, the Assemblée nationale du Québec is a leader in sustainable development among parliaments. For several years now, the institution has been reaffirming its commitment in its various spheres of activity. Here are a few examples:

Environmental dimension

- › Obtaining the **Performance + certification level** of Recyc-Québec's ICI on recycle + certification program
- › Obtaining the Canada Green Building Council's **LEED Silver Certification** for the Reception Pavilion
- › Producing **vegetables, herbs and honey** on the Assemblée nationale's grounds and integrating them in the meals of the institution's restaurants
- › Installing **automatic lighting** in the corridors as well as **infrared sensor faucets** and **low-flush toilets** in every building
- › Developing an **annual inventory of greenhouse gas (GHG) emissions** based on best practices
- › Implementing an **annual GHG voluntary offset program** for parliamentarians and an institutional emissions offset program for the Assemblée nationale
- › Installing **electric vehicle charging stations** in the parking lot used by the institution





Social dimension

- › Setting up a **breastfeeding room** and an unsupervised **family room** in the Parliament building and installing baby changing tables in the parliamentarians' washrooms to facilitate work-family balance
- › Adopting a **policy on preventing and managing situations involving harassment in the workplace** that applies to both administrative staff and to parliamentarians and their staff
- › Implementing a **living together strategy**, which includes an action plan on respect and an action plan on diversity and inclusion as well as training programs and awareness campaigns
- › Obtaining the **“Milieu de travail engagé contre la violence conjugale” certification** from the Regroupement des maisons pour femmes victimes de violence conjugale
- › Establishing a **conservation and restoration program for heritage objects and archives**
- › Organizing annual **democracy education activities**, including parliamentary simulations and a Citizen's Day Camp, and general public events, including exhibitions and conferences
- › Granting parliamentarians and political and administrative staff access to a **health and wellness resources platform**

Economic dimension

- › Obtaining the **“Aliments du Québec au menu” certification** for the Le Parlementaire restaurant
- › Keeping over **75% of local Québec products** in the Boutique
- › Adopting a **responsible procurement policy** and collaborating with various suppliers whose mission benefits the community

Sustainable Development Plan 2023–2027

The 2023–2027 Sustainable Development Plan of the Assemblée nationale administration sets out the institution's commitment to implementing responsible practices in its various spheres of activity. The plan covers 15 actions divided into the following 6 themes:



Sustainable mobility



Residual materials



Greenhouse gases

This plan, which consolidates several initiatives undertaken under the plan for the 2019–2023 period, was developed based on a consultation with the administrative staff and on various diagnoses and benchmarking. It lays the foundations for new projects on which the Assemblée nationale administration wants to work over the next few years. It also takes into account the specific characteristics of the organization which, as Québec's premier institution, must serve as a role model when it comes to sustainable development.



Workplace



Community



**Responsible
events and
acquisitions**

The Assemblée nationale du Québec's 2023–2027 Strategic Plan includes certain initiatives that contribute to sustainable development such as the preservation of the built heritage, the preventive maintenance of buildings and democracy education. The two plans are complementary and provide a comprehensive understanding of institutional priorities in terms of sustainable development.

**STRATEGIC
PLAN**

**2023–
27**

Implementation and follow-up

The committee of administrative personnel formed during the drafting of the 2019–2023 Sustainable Development Plan will continue working in close collaboration with the various administrative units to implement this plan and ensure it becomes a vital part of the Assemblée’s day-to-day operations.

The institution will also collaborate with the parliamentarians and their staff to implement initiatives adapted to their needs, allowing them to adopt more responsible practices.

Definition

“Sustainable development” is development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

It is based on a long-term approach which takes into account the inextricable nature of the environmental, social and economic dimensions of development activities.

› *Sustainable Development Act* (CQLR, chapter D-8.1.1, s. 2)



Principles

The implementation and integration of sustainable development in the Assemblée nationale's activities is based on the 16 principles provided for in the *Sustainable Development Act*,¹ and each of the actions proposed in this plan is related to those principles.

1	2	3	4
Health and quality of life	Social equity and solidarity	Environmental protection	Economic efficiency
5	6	7	8
Participation and commitment	Access to knowledge	Subsidiarity	Inter-governmental partnership and cooperation
9	10	11	12
Prevention	Precaution	Protection of cultural heritage	Biodiversity preservation
13	14	15	16
Respect for ecosystem support capacity	Responsible production and consumption	Polluter pays	Internalization of costs

› *Sustainable Development Act* (CQLR, chapter D-8.1.1, s. 6)

¹ The definitions of these principles can be found in the appendix.

Sustainable Mobility

Encourage the people working at the Assemblée nationale to use public, active and low-carbon means of transportation when commuting to and from Parliament Hill





ACTION 1

Set up facilities encouraging the use of active and low-carbon means of transportation

The Assemblée nationale wants to make it easier for the people working there to use active and low-carbon means of transportation, such as bicycles, when commuting to and from the institution. To do so, it intends to improve the range of facilities available to its staff by setting up a bicycle repair station and a bicycle shelter. It will also make sure to install outlets for charging electric bicycles, given their growing popularity. The ongoing project to modernize the workspaces of the administrative staff will also consider installing additional showers to help promote the use of active means of transportation.

DIMENSION	PRINCIPLES	INDICATOR	TARGET
Environmental	› Health and quality of life	Bicycle repair station is set up	2024-2025
	› Environmental protection	Bicycle shelter is set up	2026-2027



ACTION 2

Provide a tool to promote carpooling among the Assemblée nationale's staff members

The Assemblée nationale wants to promote carpooling among its staff members when commuting to and from Parliament Hill as an alternative to individual car use. To do so, the institution intends to provide a tool allowing those who want to carpool to get in touch.

DIMENSION

Environmental

PRINCIPLE

› Environmental protection

INDICATOR

Tool is available

TARGET

2026-2027



ACTION 3

Extend the guaranteed taxi ride home in the event of an emergency to staff members using public or active means of transportation

The Assemblée nationale administration currently guarantees a taxi ride home in the event of a medical or family emergency to staff members with an annual subscription to public transport. The institution wants to extend its directive to include employees who have been purchasing tickets or using an active means of transportation to get to Parliament Hill since telework has been implemented. In doing so, it hopes to create a workplace that promotes these means of transportation as an alternative to individual car use.

DIMENSION	PRINCIPLES	INDICATOR	TARGET
Environmental	› Health and quality of life › Environmental protection	Directive amended and disseminated	2023-2024

Residual Materials

Reduce the quantity of residual materials produced annually at the Assemblée nationale and improve sorting and reclamation





ACTION 4

Implement a reusable containers system at the Café du Parlement

The Café du Parlement offers cafeteria services and welcomes visitors, parliamentarians as well as political and administrative staff members during the week. To reduce the quantity of residual materials produced when regular customers want their meals to go, a reusable containers system will be implemented. It will be used mainly for meals served at the counter and will help standardize the service. Proper food safety practices will also be a priority in implementing the system.

DIMENSION	PRINCIPLES	INDICATOR	TARGET
Environmental	› Responsible production and consumption › Environmental protection	Reusable containers system is implemented	2024-2025



ACTION 5

Reduce and optimize the use of single-use items in the restaurants and the Boutique

For several years now, the Assemblée nationale has been committed to reducing the use of single-use items when carrying out its activities. Considering that single-use plastics are the most environmentally damaging items, the institution intends to inventory all the single-use items that are being used in its restaurants and the Boutique. The goal is to replace those items with more sustainable solutions, depending on market availability. The Assemblée nationale will make sure to select items made of materials that can be processed by Ville de Québec's recycling and biomethanization facilities.

DIMENSION	PRINCIPLES	INDICATOR	TARGET
Environmental	› Responsible production and consumption › Environmental protection	Inventory done and sustainable solutions identified and introduced	2023-2024



ACTION 6

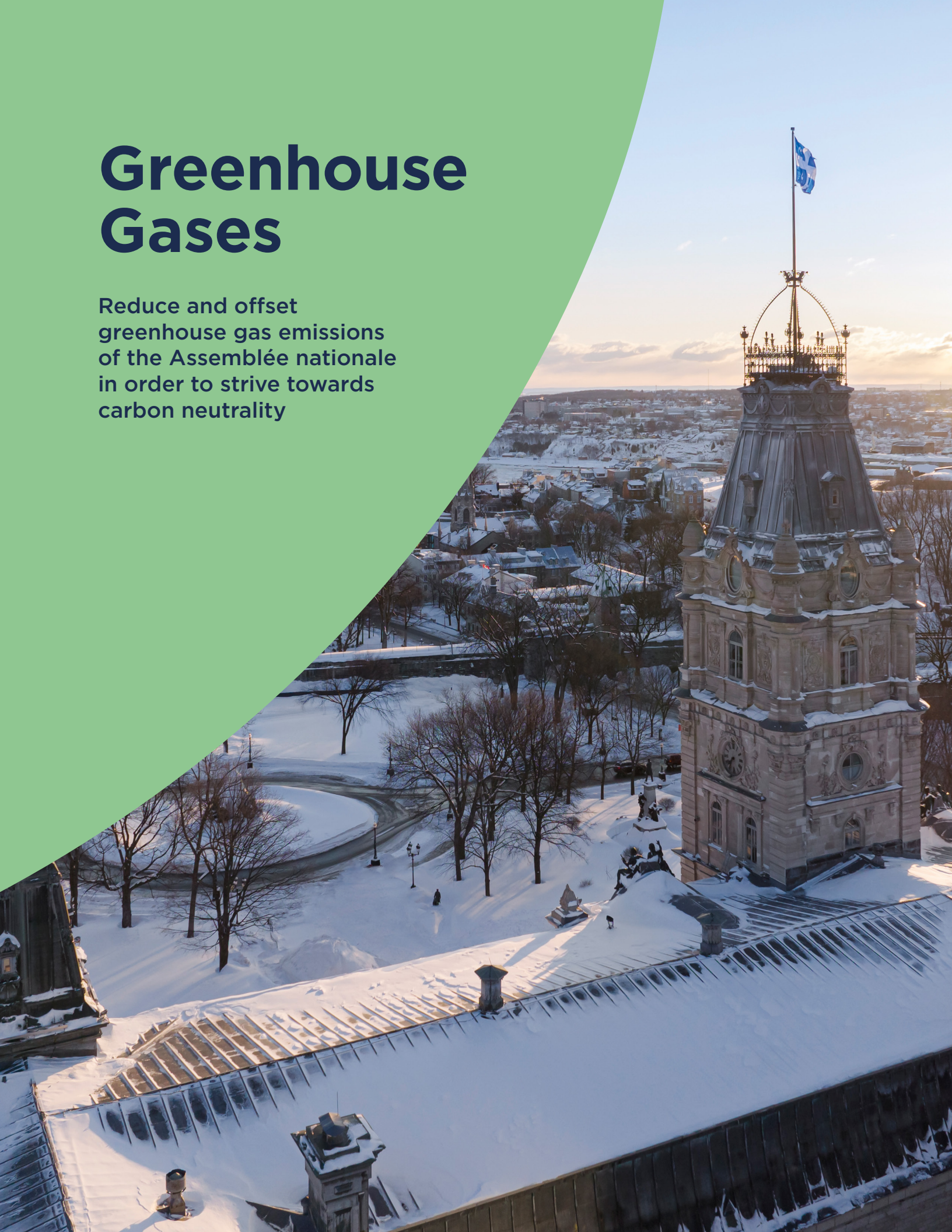
Improve the performance of the residual materials management system

In 2022–2023, the Assemblée nationale obtained the Performance + level of Recyc-Québec's ICI on recycle + certification program following the implementation of various initiatives to improve the institution's residual materials management. Over the coming years, the Assemblée nationale will continue to implement new measures, raise awareness with its various clienteles and optimize the performance of its residual materials management system. Once this is done, the institution will renew its certification, as it will have expired by then.

DIMENSION	PRINCIPLES	INDICATOR	TARGET
Environmental	› Environmental protection › Responsible production and consumption	Renewal of Recyc-Québec's ICI on recycle + certification	Attain the Performance + level by 2026–2027

Greenhouse Gases

Reduce and offset
greenhouse gas emissions
of the Assemblée nationale
in order to strive towards
carbon neutrality





ACTION 7

Reduce the greenhouse gas emissions emanating from the buildings of the Assemblée nationale

The Assemblée nationale administration has been calculating its GHG emissions annually since the 2019-2020 fiscal year. This helped identify the institution's main source of GHG emissions: the energy consumption of its buildings, which use natural gas for some of their systems. To take part in the collective effort in the fight against climate change, the Assemblée nationale administration wants to carry out projects to notably reduce the GHG emissions emanating from that source. It therefore intends to collaborate with the Société québécoise des infrastructures (SQI), which operates the heating plant serving several buildings on Parliament Hill, including those of the institution, in implementing GHG reduction measures that will affect the Assemblée nationale's own facilities, but also shared facilities. Special attention will also be paid to improving the energy efficiency of the institutions' buildings when carrying out future preventive maintenance work and repairs.

DIMENSION	PRINCIPLES	INDICATOR	TARGET
Environmental	› Environmental protection › Polluter pays	Agreement with the SQI approved	2024-2025



ACTION 8

Offset the institutional greenhouse gas emissions

In addition to keeping an inventory of its GHG emissions, since 2019–2020 the Assemblée nationale has been offsetting part of its emissions through Québec agencies carrying out their projects in Québec. Over the next four years, in order to strive towards carbon neutrality, the institution plans on gradually increasing the percentage of scope 1 and 2² emissions in its inventory that are offset, and will continue offsetting scope 3 institutional emissions related to transportation.³ These actions will allow the Assemblée nationale to remain a leader in sustainable development among parliaments around the world.

² The Assemblée nationale develops its annual inventory of GHG emissions according to the guidelines and principles found in ISO 14064-1:2018 and in the Greenhouse Gas Protocol, both of which are references in the field. These documents classify GHG emissions into three scopes:

- Scope 1 - Direct emissions: Emissions from stationary or mobile facilities located within the organizational perimeter, i.e. from sources owned or controlled by the organization.
- Scope 2 - Indirect emissions from imported energy: Indirect emissions that are associated with the generation of electricity, heat or steam imported to power the organization's activities.
- Scope 3 - Other indirect emissions: Other emissions indirectly generated by the organization's activities and not accounted for in scopes 1 and 2.

To be carbon neutral, an organization must reduce its Scope 1 and 2 emissions and offset the emissions that couldn't be reduced in order to achieve net-zero emissions.

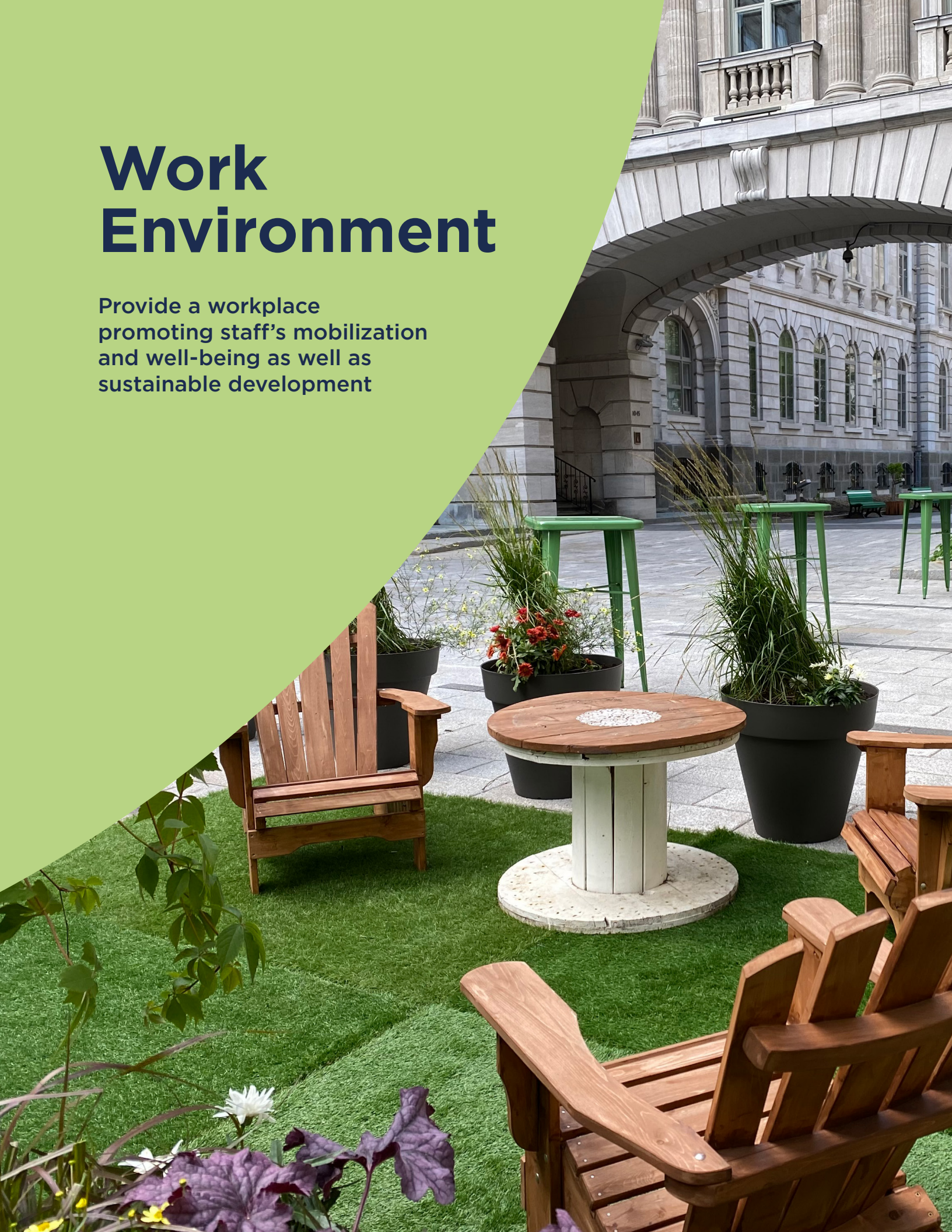
³ 100% of the emissions generated by the travel of parliamentarians for interparliamentary and international missions and by all claimed work-related travel by car by administrative staff are offset.



DIMENSION	PRINCIPLES	INDICATOR	TARGET
Environmental	› Environmental protection › Polluter pays	Percentage of annual Scope 1 and 2 institutional emissions offset	Emissions for 2023-2024: 60% Emissions for 2024-2025: 75% Emissions for 2025-2026: 85% Emissions fore 2026-2027: 100%
		Percentage of annual transport-related institutional emissions offset (Scope 3)	Emissions for 2023-2024: 100% Emissions for 2024-2025: 100% Emissions for 2025-2026: 100% Emissions for 2026-2027: 100%

Work Environment

Provide a workplace promoting staff's mobilization and well-being as well as sustainable development





ACTION 9

Provide staff members with awareness-raising and educational activities on sustainable development

Over the next four fiscal years, the Assemblée nationale administration intends to organize various activities aimed at educating its staff members and encouraging them to adopt behaviours in favour of sustainable development. These activities may include presentations, conferences, workshops, contests, etc. and will help employees acquire more sustainable habits at work and in other areas of their lives.

DIMENSIONS	PRINCIPLES	INDICATOR	TARGET
› Economic › Social › Environmental	› Access to knowledge › Participation and commitment	Number of activities per fiscal year	2



ACTION 10

Organize special activities for staff members' families and friends

The Assemblée nationale's architecture and role in Québec society make it a unique workplace. The institution wants to offer its staff members the opportunity to share their pride in working for Québec's premier institution with their friends and family by organizing activities specifically designed for them, such as tours, family activities and fun events. These activities will allow employees to show their work environment and how it operates to their loved ones while reinforcing their feeling of belonging toward the institution.

DIMENSION	PRINCIPLES	INDICATOR	TARGET
Social	› Participation and commitment	Activity organized	One activity in 2023-2024
	› Access to knowledge		One activity in 2025-2026



Community

Make sure the community participates in and benefits from the Assemblée nationale administration's activities





ACTION 11

Promote and support artistic creation

In recent years, eager to enhance its public programming and contribute to the promotion of the arts, the institution has expressed its desire to give greater visibility to established or emerging Québec artists. In June 2022, this led to the adoption of standards governing the management of arts and culture and contemporary works of art. The institution now wants to bring this vision to life by collecting contemporary works of art, the majority of which are received through donations, and implementing a system through which the works may be loaned and installed in common areas and offices of the Assemblée. This will showcase Québec's heritage and help create a stimulating environment.

DIMENSION	PRINCIPLES	INDICATOR	TARGET
Social	› Protection of cultural heritage › Health and quality of life	Contemporary art loan system implemented	2024-2025



ACTION 12

Direct the Assemblée nationale administration's efforts towards building closer ties with Indigenous nations

Over the next few years, the Assemblée nationale administration wants to build closer ties, rooted in respect and better mutual understanding, with the Indigenous nations. To achieve this, the administration first wants to raise awareness among its staff members by educating a majority of them on the realities of the First Nations and Inuit. It will then reflect on how to establish spaces for dialogue with civil society Indigenous partners. The purpose of that collaborative space would be to develop initiatives that would be mutually beneficial while also falling within the Assemblée nationale's various spheres of activity.

DIMENSION	PRINCIPLES	INDICATOR	TARGET
Social	› Social equity and solidarity › Subsidiarity › Protection of cultural heritage	Percentage of administrative staff members trained	70% in 2026–2027



ACTION 13

Be part of the community by highlighting its staff members' volunteer work and offering them new opportunities

The Assemblée nationale administration wants to highlight its employees' volunteer work through internal communications. It wants to take advantage of the ripple effect and be part of the community by providing its staff members with an opportunity to do volunteer work with their colleagues outside of regular work hours. These initiatives will allow the Assemblée nationale administration to increase its contributions to the community and improve its employee recognition process.

DIMENSION	PRINCIPLES	INDICATOR	TARGET
Social	› Social equity and solidarity › Social participation and commitment	Number of volunteer activities offered annually to administrative staff	One activity per year as of 2023-2024

Responsible Events and Acquisitions

Ensure that sustainable development is given consideration when the Assemblée nationale organizes institutional activities and acquires goods, services and construction work





ACTION 14

Hold responsible protocol activities

Each year, the Assemblée nationale hosts several protocol activities. The Parliament building welcomes many people during these events, which increases the production of residual materials and GHG emissions. The Assemblée nationale wants to keep integrating responsible measures in the carrying on of its protocol activities to reduce their impact. It wants to focus more specifically on large-scale activities so as to maximize the results of its actions while meeting the applicable protocol standards.

DIMENSION	PRINCIPLES	INDICATOR	TARGET
Environmental	› Production and consumption › Environmental protection	Annual percentage of large-scale protocol activities ⁴ integrating at least three responsible measures	100% beginning in 2023-2024

⁴ The term “large-scale protocol activities” refers to activities that are held over more than one day.



ACTION 15

Increase responsible acquisitions

Building on the work done under the previous Sustainable Development Plan, the Assemblée nationale administration wants to continue its efforts regarding responsible acquisitions. To do so, it plans on better equipping its teams and improving its tracking system to have a better portrait of its purchases. It also intends to gradually change the procurement practices for goods, services and construction work so that sustainable development principles are more thoroughly considered and the proportion of acquisitions integrating responsible criteria can be increased.

DIMENSION	PRINCIPLES	INDICATOR	TARGET
Environmental	› Responsible production and consumption › Environmental protection	Percentage of responsible acquisitions of over \$25,000	2023-2024: - 2024-2025: 10% 2025-2026: 15% 2026-2027: 20%

Appendix

The Principles of Sustainable Development

1. **Health and quality of life:** People, human health and improved quality of life are at the centre of sustainable development concerns. People are entitled to a healthy and productive life in harmony with nature.
2. **Social equity and solidarity:** Development must be undertaken in a spirit of intra- and inter-generational equity and social ethics and solidarity.
3. **Environmental protection:** To achieve sustainable development, environmental protection must constitute an integral part of the development process.
4. **Economic efficiency:** The economy of Québec and its regions must be effective, geared toward innovation and economic prosperity that is conducive to social progress and respectful of the environment.
5. **Participation and commitment:** The participation and commitment of citizens and citizens' groups are needed to define a concerted vision of development and to ensure its environmental, social and economic sustainability.
6. **Access to knowledge:** Measures favourable to education, access to information and research must be encouraged in order to stimulate innovation, raise awareness and ensure effective participation of the public in the implementation of sustainable development.
7. **Subsidiarity:** Powers and responsibilities must be delegated to the appropriate level of authority. Decision-making centres should be adequately distributed and as close as possible to the citizens and communities concerned.
8. **Inter-governmental partnership and cooperation:** Governments must collaborate to ensure that development is sustainable from an environmental, social and economic standpoint. The external impact of actions in a given territory must be taken into consideration.
9. **Prevention:** In the presence of a known risk, preventive, mitigating and corrective actions must be taken, with priority given to actions at the source.

10. **Precaution:** When there are threats of serious or irreversible damage, lack of full scientific certainty must not be used as a reason for postponing the adoption of effective measures to prevent environmental degradation.
11. **Protection of cultural heritage:** The cultural heritage, made up of property, sites, landscapes, traditions and knowledge, reflects the identity of a society. It passes on the values of a society from generation to generation, and the preservation of this heritage fosters the sustainability of development. Cultural heritage components must be identified, protected and enhanced, taking their intrinsic rarity and fragility into account.
12. **Biodiversity preservation:** Biological diversity offers incalculable advantages and must be preserved for the benefit of present and future generations. The protection of species, ecosystems and the natural processes that maintain life is essential if quality of human life is to be maintained.
13. **Respect for ecosystem support capacity:** Human activities must be respectful of the support capacity of ecosystems and ensure the perenniality of ecosystems.
14. **Responsible production and consumption:** Production and consumption patterns must be changed in order to make production and consumption more viable and more socially and environmentally responsible, in particular through an ecoefficient approach that avoids waste and optimizes the use of resources.
15. **Polluter pays:** Those who generate pollution or whose actions otherwise degrade the environment must bear their share of the cost of measures to prevent, reduce, control and mitigate environmental damage.
16. **Internalization of costs:** The value of goods and services must reflect all the costs they generate for society during their whole life cycle, from their design to their final consumption and their disposal.



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