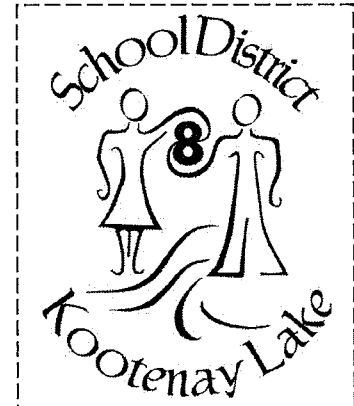


# School District No. 8 (Kootenay Lake) - 2014 Carbon Neutral Action Report

## Executive Summary

*Carbon neutrality for School District No. 8 will have many spin-offs at varying levels not only for the school district itself but also within the communities and the geographic regions in which we operate. In addition, reduction in the use of carbon will contribute to a reduction in our operating costs. Such operational cost savings will enable the school district to focus more resources on its' core objective of education. Reduction of carbon usage will also lead to an improvement in the quality of life for not only for our clients and workers, but also for all residents in the communities and regions in which we operate. Also, our clients have, on many occasions, communicated directly with us on what initiatives we are undertaking and have offered numerous suggestions on this same topic. It is clear that, as a good corporate citizen responding to the needs and wishes of its constituents, that reducing our carbon footprint is a good, and moral, direction to take for now and in the future. It is hoped that every employee, student and school volunteer would contribute to energy efficiency with a key goal of reducing our greenhouse gas emissions. Implementation of this commitment shall be the joint responsibility of the Board of Education, administration, teachers, students, staff and volunteers. Its success shall be dependent on cooperation at all levels. Each employee, student and school volunteer will be encouraged to actively participate in the district's energy conservation and efficiency programs. District facilities will be evaluated continually for efficient operation and cost effective modifications.*



*Jeff Jones, Superintendent*

## Overviews

### Actions Taken to Reduce Greenhouse Gas Emissions in 2014

*Some key actions that SD8 has undertaken beginning January 1, 2014 through to December 31, 2014 were replacing the boilers, installing low-levels returns, and CO2 sensors at J.V. Humphries Elementary Secondary School. These upgrades were funded internally as well as through funds provided by the Carbon Neutral Capital Program.*

*Our maintenance department is engaged in other facilities improvements such as lighting improvements, building envelope maintenance, etc. on an on-going basis to reduce energy consumption.*

*Accurate records are kept of energy consumption, associated costs, as well as greenhouse gas emissions to ensure that our efforts are effective and that data is available to support future project business cases.*


## Plans to Continue Reducing Greenhouse Gas Emissions 2014 – 2015

*School District No. 8 is committed to meeting our GHG reduction targets as required under the charter. We will continue to seek out creative and cost-effective strategies to meet that commitment. The maintenance department will continue to include boiler replacement and lighting upgrades. In addition, the maintenance department will continue with HVAC improvements such as controls upgrades, roof top AC upgrades, and heat recovery ventilation units. In the transportation department, the NRCAN driver training course for reducing fuel consumption will be a fixture of all driver training.*

### Emissions and Offsets Summary Table

School District No. 8 (Kootenay Lake) GHG Emissions and Offsets for 2014 (TCO2E)	
<b>GHG Emissions created in Calendar Year 2014</b>	
Total Emissions (TCO2E)	2929
Total Offsets (TCO2E)	2164
<b>Adjustments to GHG Emissions Reported in Prior Years</b>	
Total Emissions (TCO2E)	7
Total Offsets (TCO2E)	12
<b>Total Emissions for Offset for the 2014 Reporting Year</b>	
Total Offsets (TCO2E)	2176

#### Executive sign-off:

Signature		Date	25 JUNE 2015
Name (please print)	Jess Jones	Title	Superintendent



# 2014 Carbon Neutral Action Report (CNAR) Survey Form - Part 1, Data

Created Monday, May 25, 2015

Updated Tuesday, May 26, 2015

<http://fluidsurveys.com/surveys/cas-z/cnar-2014-bps-data/fdae5b7b356e08a8ad11b65638cce0c6/>

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## Page 1

Please fill in all the following sections of the 2014 CNAR Data Form. Save your work frequently to prevent it from being lost. You can also save a copy for your own use as either a WORD or PDF file using the buttons at the bottom of each page.

You have received two links for different CNAR forms. Part 1 (this form) is being used to collect administrative data and information from all Public Sector Organizations that will help CAS with planning for emissions reductions initiatives. This information WILL NOT appear in the public report posted to the Ministry of Environment website. Information on actions taken to reduce emissions is collected in Part 2 (the second link you received) which will be part of your final public report.

When the form is complete press the submit button on the last page to send it to the Climate Action Secretariat (CAS). Do not press submit before you are ready – this may result in a loss of work.

In addition to completing this survey, you are required to submit your completed CNAR Overview and Self-Certification Check-list. The 2013 Overview Template was sent with the link to this survey. Please ensure you meet the following reporting deadlines:

The Final 2014 CNAR is due May 29, 2015. It will be complete once the Overview Template and this Actions Form have been sent to CAS.

The self-certification checklist is due to CAS by May 15, 2015.

For more information about the Carbon Neutral Government process, please refer to *Becoming Carbon Neutral 2014*, or contact [climateactionsecretariat@gov.bc.ca](mailto:climateactionsecretariat@gov.bc.ca) if you have any questions or issues with the actions form.

## PSO Administrative Information

### PSO Name

*School District No. 8 (Kootenay Lake)*

### Indicate your Sector

- K - 12 School District

### Primary Contact Person (GHG Coordinator)

Primary Contact Person (GHG Coordinator)   Name	Larry Brown
Primary Contact Person (GHG Coordinator)   Email	lbrown@sd8.bc.ca
Primary Contact Person (GHG Coordinator)   Phone #	250-551-0170

### Secondary Contact Person

Secondary Contact Person   Name	Bruce MacLean
Secondary Contact Person   Email	bmaclean@sd8.bc.ca
Secondary Contact Person   Phone #	250-354-4871

### Designated Representative (CNAR Signatory)

Designated Representative (CNAR Signatory)   Name	Kim Morris
Designated Representative (CNAR Signatory)   Email	kmorris@sd8.bc.ca
Designated Representative (CNAR Signatory)   Phone #	250-505-7039

### Self-Certification Checklist signatory

Self-Certification Checklist signatory   Name	Kim Morris
Self-Certification Checklist signatory   Email	kmorris@sd8.bc.ca
Self-Certification Checklist signatory   Phone #	250-505-7039

PSO Data

PSO Data

Please fill in all variables. If there are no variables, please enter 0 (zero).

PSO Data   How many Full Time Equivalent employees (FTEs) do you have within your organization?	560
PSO Data   How many small vehicles are in your fleet (gators, forklifts, snowmoblies)?	4
PSO Data   How many medium-sized vehicles are in your fleet (cars, trucks, SUVs, ambulances)?	42
PSO Data   How many large vehicles are in your fleet (school buses, buses, transport trucks)?	55
PSO Data   How many buildings does your organization own?	37
PSO Data   How many buildings does your organization lease space in?	1
PSO Data   What is the total amount of floorspace in your organization (including occupied and unoccupied space)? please report in square meters	93000
PSO Data   Schools, Universities and Colleges only - number of student FTEs as of Dec 31, 2014?	(No response)

## Green Buildings

Green Buildings refers to any buildings built to a higher level of energy efficiency than the standard building code including LEED, Boma Best, Living Building, Passive House or other designations

### How many Green Buildings do you own?

How many Green Buildings do you own?   LEED Non-certified	1
How many Green Buildings do you own?   LEED Silver	0
How many Green Buildings do you own?   LEED Gold	0
How many Green Buildings do you own?   LEED Platinum	0
How many Green Buildings do you own?   Other - Boma Best, Living Building, etc.	0

### How many Green Buildings do you lease space in?

How many Green Buildings do you lease space in?   LEED Non-certified	0
How many Green Buildings do you lease space in?   LEED Silver	0
How many Green Buildings do you lease space in?   LEED Gold	0
How many Green Buildings do you lease space in?   LEED Platinum	0
How many Green Buildings do you lease space in?   Other - Boma Best, Living Building, etc.	0

### How many Green Buildings do you have under construction (as of Dec 31, 2014)?

How many Green Buildings do you have under construction (as of Dec 31, 2014)?   LEED Non-certified	0
How many Green Buildings do you have under construction (as of Dec 31, 2014)?   LEED Silver	0
How many Green Buildings do you have under construction (as of Dec 31, 2014)?   LEED Gold	0
How many Green Buildings do you have under construction (as of Dec 31, 2014)?   LEED Platinum	0
How many Green Buildings do you have under construction (as of Dec 31, 2014)?   Other - Boma Best, Living Building, etc.	0

Describe the one action taken in 2014 that resulted in, or is expected to result in, the greatest emissions reductions for your organization (this may be considered your 2014 "success story"):

*School district staff continue to monitor, audit, and adjust the performance of our facilities as it relates to energy consumption. In addition, we have identified a number of GHG reduction projects supported with detailed business cases.*

Provide a "wish list" of reduction actions your organization would like to take, i.e. what are the priority projects your organization sees as being most effective in leading to substantive reductions of emissions and increased energy efficiency (regardless of cost or other limiting factors)?

- 1. Closing surplus buildings and reducing overall square metres of facilities.*
- 2. Continued renewal of fleet to more efficient vehicles.*

**What are the barriers your organization faces when trying to implement emissions reduction initiatives? It is expected that funding is a major issue. If there are other barriers as well please describe those.**

*(No response)*

Does your organization have an emission reduction target? If yes, please describe below.

*No*

*(No response)*

Does your organization have a strategic plan to implement emission reduction activities (e.g. a five year plan)? If yes, please describe below:

*No*

*(No response)*



## Page 6

Thank you for completing the Data section of the 2014 Carbon Neutral Action Report. The data contained here may be used to inform statistics and comparisons that are used in the final CNG report. This information will not be appended directly to your final report.

If this form is now complete please use the submit button below to forward it to the Climate Action Secretariat, otherwise you can save it to continue at a later time. Only use the submit button once this form is 100% complete.

You can also save your own copy as a WORD or PDF file.



# 2014 Carbon Neutral Action Report (CNAR)

## - Part 2 ACTIONS

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### Organization Name

School District No. 8 (Kootenay Lake)

### Actions Taken to Reduce Emissions

#### **1) Stationary Fuel Combustion, Electricity (Buildings):Indicate which actions were taken in 2014:**

Performed energy retrofits on existing buildings

Yes

Built or are building new LEED Gold or other "Green" buildings.

Yes

Undertook an evaluation of overall building energy use.

Yes

Please list any other actions taken to reduce emissions from Buildings:

(No response)

#### **2) Mobile Fleet Combustion (Fleet and other vehicles):Indicate which actions were taken in 2014:**

Do you have a fleet?

Yes

Replaced existing vehicles with more fuel efficient vehicles (gas/diesel)

Yes

Replaced existing vehicles with hybrid or electric vehicles

No

Reduced the overall number of fleet vehicles

No

Took steps to drive less than last year

No

Please list any other actions taken to reduce emission from fleet:

(No response)

### **3) Supplies (Paper):Indicate which actions were taken in 2014:**

Used less paper than previous year

No

Used only 100% recycled paper

No

Used some recycled paper

No

Used alternate source paper (Bamboo, hemp, etc.)

No

Please list any other actions taken to reduce emissions from paper use:

(No response)

### Page 3

### **Actions Taken to Reduce Emissions - continued**

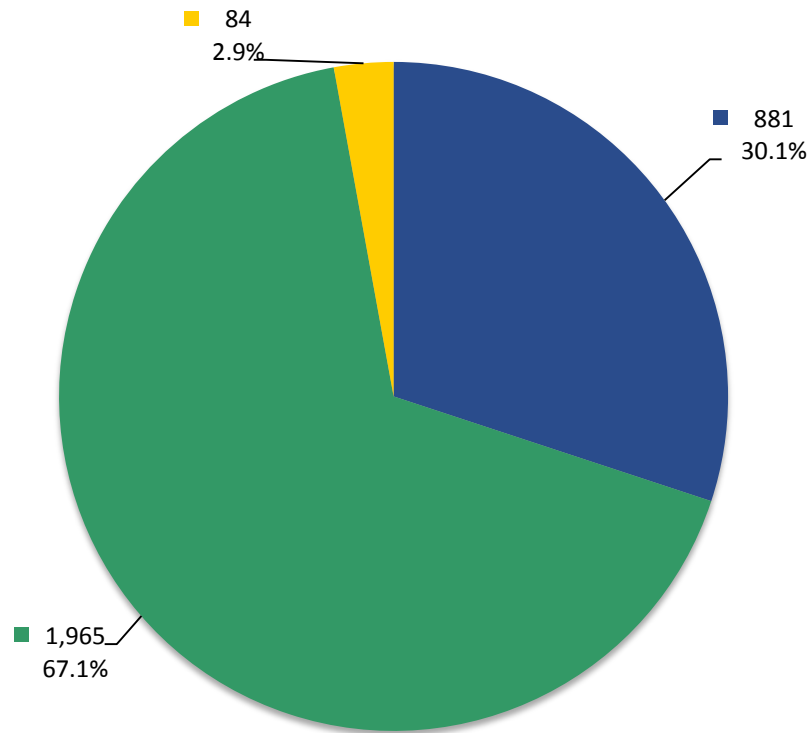
Explain how you plan to continue minimizing emissions in 2015 and future years:

SD8 will continue to reduce emissions by buying more energy efficient vehicles as well as continuous monitoring of building energy use, and replacement/upgrade of building equipment as budgets allow.

If you wish to list any other "sustainability actions" outside of buildings, fleet, paper and travel check "yes". This reporting is optional.

No

# School District 08 - Kootenay Lake Greenhouse Gas Emissions by Source for the 2014 Calendar Year (tCO<sub>2</sub>e\*)



**Total Emissions: 2,929**

- Mobile Fuel Combustion (Fleet and other mobile equipment)
- Stationary Fuel Combustion (Building Heating and Generators) and Electricity
- Supplies (Paper)

## Offsets Applied to Become Carbon Neutral in 2014 (Generated June 25, 2015 9:02 AM)

Total offsets required: **2,164**. Total offset investment: **\$54,100**. Emissions which do not require offsets: **765** \*\*

\*Tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e) is a standard unit of measure in which all types of greenhouse gases are expressed based on their global warming potential relative to carbon dioxide.

\*\* Under the *Carbon Neutral Government Regulation of the Greenhouse Gas Reduction Targets Act*, all emissions from the sources listed above must be reported. As outlined in the regulation, some emissions do not require offsets.