



Carbon Neutral Action for 2013

Emissions Reduction Report

This is the 2013 Carbon Neutral Action Report (CNAR) for School District No.5. This report contains our 2013 emissions profile, offsets purchased, the actions we have taken in 2013 to reduce our GHG emissions and our plans to continue reducing emissions in 2014 and beyond.

By June 30, 2014, School District No.5 final CNAR will be posted to our website at www.sd5.bc.ca.

School District No.5 has continued to work towards reducing emissions this year in transportation, technology, electrical, HVAC, maintenance and plumbing and other school systems. As you will read, we have been working towards our goal of carbon neutrality. All of our departments are now in the mind set of reducing unnecessary emissions where they can; this is from removing inefficient printers to purchasing energy saver appliances. I believe our goal of working with staff and students to become more energy wise has paid off and will continue to pay off in the years to come. Some examples of what we have achieved this year are listed below.

Transportation: School District No.5 has reduced the vehicle fleet by 1 over the last year. We have also purchased 3 high efficient cars to replace trucks. This has reduced the fuel we use for our maintenance and tech staff. We have also decreased our Bus fleet by 1. We are now looking at changing some of our bus runs so we are traveling less while moving more students.

Technology: Our Tech department has increased their remote troubleshooting of computers so they travel less throughout our district. This has increased our productivity along with saving energy. We are in the early stages of rolling out a district wide computer plan which will increase our energy smart computers and monitors while recycling the older less efficient ones. We are also putting into place Group policies on the systems which will have them shut down or go into energy saver mode when not being used.

Electrical: The Electricians have finished putting motion sensor throughout the classrooms in the schools to help cut our electrical usage. We hope this will be a great saving for our district in the coming years. They have also been replacing the less energy efficient outside building lights with LED technology. We have completed about 75 % of this project and are planning to finish it by next year. We are also testing the replacement of traditional fluorescent tube lights with LED fixtures. If the testing and cost prove beneficial we will start this replacement process.

HVAC: Our HVAC people have been busy replacing old and less efficient furnaces in a number of our schools and will continue to do so till they have all been replaced. Our district will be commissioning all of our HVAC equipment this spring in order to become as efficient as possible with the equipment in our schools. Long term we have had an energy study completed and will be formulating a replacement plan for old less efficient boilers and roof top units with new energy efficient ones. Our tech staff has helped deploy a web based Delta control system which allows us to remotely control all of the heating and



cooling systems. Most of our school are on this system (the final 2 will be done later this year). This should reduce travel time for our maintenance staff when troubleshooting HVAC problems.

Maintenance: Our carpenters have been busy replacing the weather stripping and upgrading isolation in some of the older building. We are now looking at big projects that will replace less efficient windows with more energy efficient ones. We have also put in thousands of dollars in new roofing to insure less heat loss while protecting our schools.

Plumbing: About 70% of our district's toilets and urinals are low flush, which reduces the amount of water used. They are also equipped with auto flush technology to maintain a hygienic environment. We will continue to work towards completing this project in the coming years.

Emissions and Offsets Summary:

Please fill in this emissions summary table. The final values for this table will be available on your SMARTTool Home page by May 15, 2014 and on the Offsets Invoice you will receive May 15, 2014.

Organization X GHG Emissions and Offsets for 2013 (TCO2E)	
GHG Emissions created in calendar year 2013 (from SMARTTool Homepage)	
Total Emissions	3,303
Total Emissions for Offsets	2,716
Adjustments to GHG Emissions Reported in Previous Years (from SMARTTool Homepage)	
Total Emissions	3,478
Total Emissions for Offsets	2,856
Credit owing from PCT at end of 2012 reporting year (if applicable – from May 15 Invoice):	
Credit Owing	



Total Emissions for Offsets for the 2013 Reporting
Year (from Offset Invoice):

2716

Signature

Date

March 31, 2014

Name (please print)

Robert G Norum

Title

Secretary Treasurer

2013 Carbon Neutral Action Report (CNAR) - Part 2 ACTIONS

Created Friday, May 30, 2014

<http://fluidsurveys.com/surveys/cas-z/2013-cnar-form-bps-actions/c23eeb17698feb4fb5e639252187d432/>

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Please complete the following sections of the 2013 Carbon Neutral Action Report 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.

This is Part 2 of the Carbon Neutral Action Report form. This section reports on actions taken to reduce emissions during the 2013 calendar year. This information will be included in your final Carbon Neutral Action Report posted on the Ministry of Environment website.

When the form is complete press the submit button on the last page to automatically submit the information 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 (Part 1 2), you are required to submit your completed Overview (Executive Summary) and Self-Certification Checklist. The 2013 Overview template was included in the email sent and can also be found on the LiveSmart leaders Community.

Please ensure you meet the following reporting deadlines:

A DRAFT 2013 CNAR is due to CAS by March 31, 2014. The draft is comprised of the Overview ONLY (no executive sign-off required).

The FINAL 2013 CNAR is due to CAS by May 30, 2014. The final 2013 CNAR includes Part 1 Part 2 survey form and Overview.

The Self-Certification Checklist is due to CAS by May 15, 2014.

For more information about the Carbon Neutral Government process, please refer to *Becoming Carbon Neutral 2013*, or should you have any questions please contact climateactionsecretariat@gov.bc.ca.

Organization Name

SD5 Southeast Kootenay

Actions Taken to Reduce Emissions

1) Stationary Fuel Combustion, Electricity (Buildings):

Indicate which actions were taken in 2013:

Performed energy retrofits on existing buildings

Yes

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

No

Undertook an evaluation of overall building energy use.

Yes

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

Installed outside LED lights on some buildings, replaced older furnaces with more energy efficient ones. Upgraded out DDC systems to better monitor our buildings.

2) Mobile Fleet Combustion (Fleet and other vehicles):

Indicate which actions were taken in 2013:

Do you have a fleet?

Yes

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

No

Replaced existing vehicles with hybrid or electric vehicles

No

Reduced the overall number of fleet vehicles

Yes

Took steps to drive less than last year

Yes

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

Hired grounds person in Fernie so we did not have to take care of the fields from Cranbrook

3) Supplies (Paper):

Indicate which actions were taken in 2013:

Used less paper than previous year

No

Used only 100% recycled paper

Yes

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)

Actions Taken to Reduce Emissions - continued

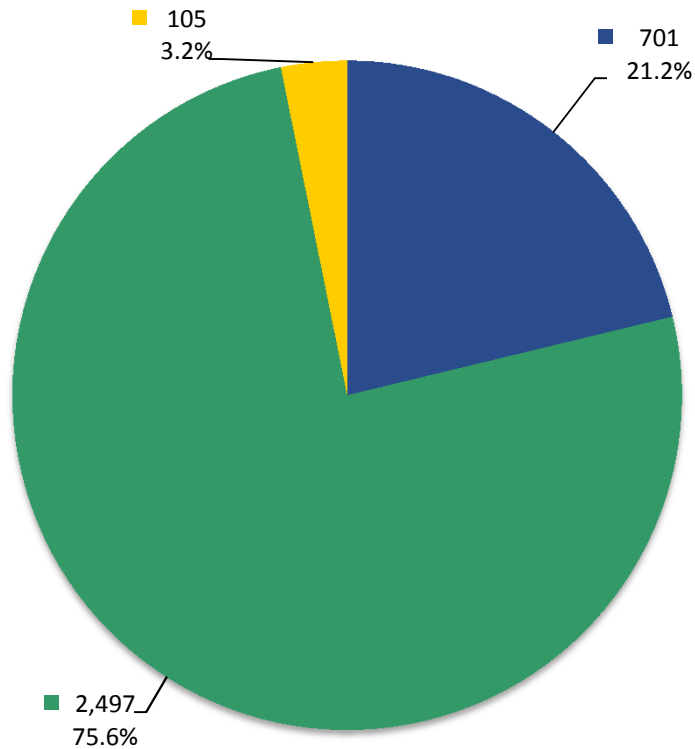
Explain how you plan to continue minimizing emissions in 2014 and future years:

We are planning to change more outside high usage lights to LED's. We are changing some boilers to condensing boilers. We are reducing our tech travel by doing more remote troubleshooting.

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 05 - Southeast Kootenay
Greenhouse Gas Emissions by Source
for the 2013 Calendar Year (tCO₂e*)**



Total Emissions: 3,303

- 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 2013 (Generated May 21, 2014 3:12 PM)

Total offsets required: **2,716**. Total offset investment: **\$67,900**. Emissions which do not require offsets: **587** **

*Tonnes of carbon dioxide equivalent (tCO₂e) 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.