

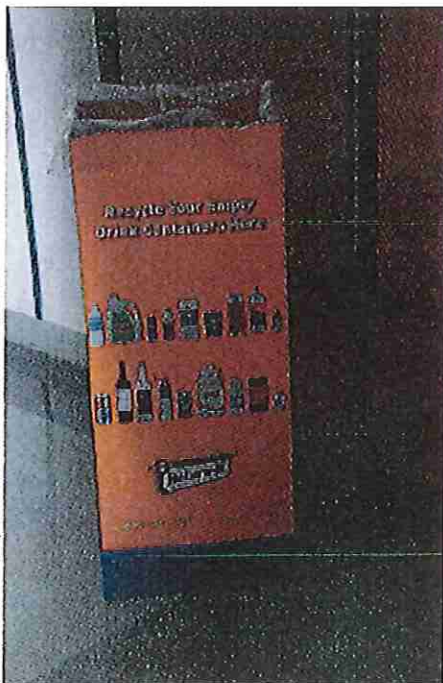


**SCHOOL DISTRICT #81
FORT NELSON**

**2013 CARBON NEUTRAL
ACTION REPORT**

EXECUTIVE SUMMARY

School District #81 (Fort Nelson), is one of the smallest school districts in British Columbia, with a student population of less than 800. Staff and students are located in seven locations. Within the municipality of Fort Nelson we have two primary schools with students from Kindergarten to Grade 4, one middle school with students from Grade 5 to 7, and one highschool with students from Grade 8 to 12. As well, we have a



maintenance yard and a school board office. In Toad River, two hours north of Fort Nelson, we have a Kindergarten to Grade 12 two-room school, and two teacherages.

School District #81 believes that leadership, in attempting to reduce our carbon footprint, is best demonstrated through action and example.

Although Fort Nelson is a remote community, in terms of distance from typical recycle facilities, the recycle opportunities that are available are used extensively. The School District continues to support our community Northern

Environmental Action Team at their various

activities throughout the year including the river clean up, annual tin can recycling, and recycling of gently used clothing, to name a few. A great deal of thought, effort, and personal time is represented by the recycle initiatives participated in and undertaken by school district personnel.

Fort Nelson School District continued to encourage a culture of responsible stewardship throughout 2013. A number of projects were completed including the installation of intelligent parking meters on all plug-in outlets throughout the school district; the removal of two twenty



plus year old vehicles from the maintenance fleet with the replacement of one more energy efficient model; direct digital control installation at one of our primary schools; installation of an interactive school playground that is powered through a solar panel; installation of a high energy efficient furnace at our maintenance shop; completion of Phase I of a ventilation project at our highschool; installation of automatic flush valves in many of our washrooms; and the commencement of a replacement LED light program, to name a few.

A wonderful Art and Animation Challenge event was held in our local theatre to celebrate Earth Day. Entries were to depict a green information tip brought to life or an inspiring Earth Day message.

Entries from students included posters, recycled art, and animations of which winning entries were shared on the “big screen” at the theatre. There was not a vacant seat available. Other animation entries were available for viewing at the reception afterwards, on single display computers.

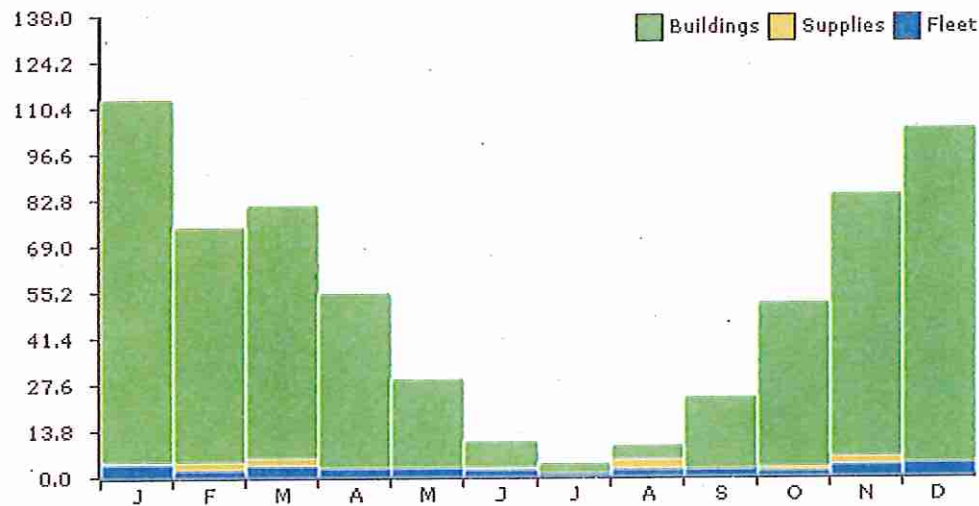


The art exhibits were taken to the local library where they continued to be on display for another month. Digital pictures of all winning entries are proudly displayed on the side of our new maintenance van. This is an ongoing project to encourage community members to be good energy stewards.

School District #81 (Fort Nelson) will continue to strive for responsible stewardship in participating in activities that reduce our carbon footprint.

Total Emissions
Calendar Year 2013
School District 81 - Fort Nelson

Metric tonnes
CO₂ equivalent (tCO₂e)



Click on the bars to view data for each month

Scope 1 Direct Emissions (Fleet)	37.82 tonnes
Scope 1 Direct Emissions (Stationary)	584.70 tonnes
Scope 2 Indirect Emissions	18.51 tonnes
Scope 3 Office paper	14.58 tonnes
Total 2013 Emissions	656 tonnes

Offset Exempt	9 tonnes
Adjustments to prior years	9 tonnes
Total Offset Purchase for 2013	656 tonnes

- 9 tonnes of Co₂e of carbon dioxide emissions from the combustion of biomass-based fuels were reported as part of our greenhouse gas emissions profile. However, as stated in BC Best Practices 2012, Methodology for Measuring Greenhouse Gas Emission, the carbon

dioxide emissions resulting from the combustion of biogenic fuel sources must be reported but do not require offsets. Therefore, the total emissions for offsets in 2013 are 647.

As well, School District #81 had an adjustment to the prior years of 9 tonnes. Therefore, School District #81 (Fort Nelson) will have a total offset purchase of 656 tonnes for 2013, resulting in a cost of \$16,400. This is slightly higher than 2012 with fleet and stationary Scope 1 emissions slightly higher and Scope 2 and 3 slightly lower.

The School District is looking forward to the final stage of the ventilation project at our highschool. Energy studies are planned for four of our schools. The results of these studies will determine the selection of projects that will represent the most energy savings into the future.



Diana Samchuck
Superintendent of Schools
School District #81 (Fort Nelson)



Margaret-Anne Hall
Secretary-Treasurer
School District #81 (Fort Nelson)

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

Created Monday, May 12, 2014

Updated Tuesday, May 13, 2014

<https://fluidsurveys.com/surveys/cas-z/2013-cnar-form-bps-actions/fa9f4390ba77101f20c57b53b3751f1e/>

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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.

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Organization Name

School District #81 (Fort Nelson)

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:

We completed an energy report on our highschool. We intend to continue with further energy reports completed on all of 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)

Yes

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

No

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

(No response)

3) Supplies (Paper):

Indicate which actions were taken in 2013:

Used less paper than previous year

Yes

Used only 100% recycled paper

No

Used some recycled paper

Yes

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 intend to continue with replacement of our older furnaces to high efficient models. As well, we are commencing an LED light replacement program.

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

Yes

Actions to Promote Sustainability and Conservation - Optional

The following are actions that fall outside the scope of the *Carbon Neutral Government Regulation*, but which many organizations still undertake and may wish to report on. This section is optional for reporting.

Business Travel

Created a low-carbon travel policy or travel reduction goal (Low-carbon: Lowest emission of greenhouse gases per kilometre per passenger)

No

Virtual Meeting Technology

Installed web-conferencing software (e.g., Live Meeting, Elluminate, etc.)

Yes

Made desktop web-cameras available to staff

Yes

Encourage alternative travel to meetings (e.g., bicycles, public transit, walking)

No

Encourage carpooling to meetings

Yes

Education and Awareness

Have created Green, Sustainability, Energy Conservation, or Climate Action Teams.

No

Provided resources and/or dedicated staff to support these teams

No

Provided behaviour change education/training for these teams (e.g., community-based social marketing)

No

Established a sustainability/green awards or recognition program

Yes

Support green professional development (e.g., workshops, conferences, training)

No

Planning for Climate Change

Have assessed whether extreme weather events and/or long term changes in climate will affect our organization's business areas

No

Long term changes in climate have been incorporated into our organization's decision making.

No

Actions to Promote Sustainability and Conservation - Optional (continued)

Staff Awareness and Education

Provided education to staff about the science of climate change

No

Provided education to staff about the conservation of water, energy, and raw materials

No

Provided green tips on staff website or in newsletters

Yes

Alternate Work/Commuting Options

Allow for telework/working from home

No

Staff have the option of a compressed work week

No

Commuting by foot, bicycle, carpool or public transit is encouraged

No

Shower or locker facilities are provided for staff/students who commute by foot or by bicycle

No

Secure bicycle storage is provided

No

Other Sustainability Actions

Establish a water conservation strategy which includes a plan or policy for replacing water fixtures with efficient models

No

Put in place a potable water management strategy to reduce potable water demand of building-level uses such as cooling tower equipment, toilet fixtures, etc. and landscape features

No

Have put in place an operations policy to facilitate the reduction and diversion of building occupant waste from landfills or incineration facilities

No

Have implemented a hazardous waste reduction and disposal strategy (Hazardous Waste: E.g., electronics including computer parts and monitors, batteries, paints, fluorescent bulbs)

Yes

Have incorporated minimum recycled content standards into procurement policy for consumable, non-paper supplies (e.g., writing instruments, binders, toner cartridges, etc.)

Yes

Established green standards for goods that are replaced infrequently and/or may require capital funds to purchase (e.g., office furniture, carpeting, etc.)

No

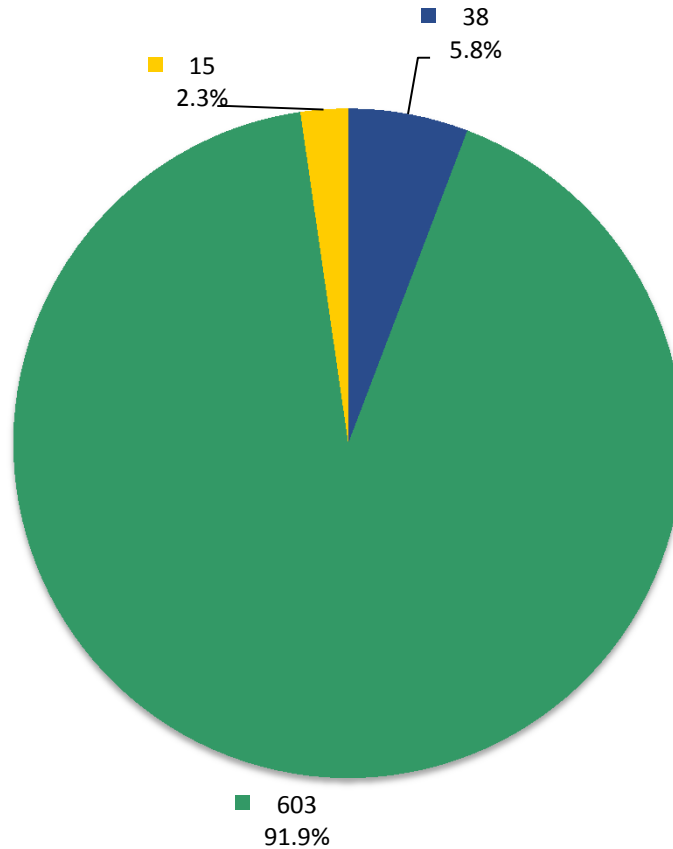
Incorporated lifecycle costing into new construction or renovations

No

Please list and other sustainability actions you wish to report not included in the previous list.

(No response)

**School District 81 - Fort Nelson
Greenhouse Gas Emissions by Source
for the 2013 Calendar Year (tCO₂e*)**



Total Emissions: 656

- 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 4:15 PM)

Total offsets required: **647**. Total offset investment: **\$16,175**. Emissions which do not require offsets: **9** **

*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.