

June 19, 2014

Re: School District No. 58 (Nicola-Similkameen)

Executive Summary of 2013 Carbon Neutral Action Report

Attached are the following documents that make up the 2013 Carbon Neutral Action Report:

Carbon Neutral Action Report 2013
Actions towards Carbon Neutrality for 2013
Actions towards Carbon Neutrality for 2014 to 2016.

The total offsets for 2013 were 858 tonnes @ \$25/tonne for a total offset purchase of \$21,450. The total emissions for 2013 were 1,068 tonnes and carbon tax paid was \$29,445.08. The total offsets purchased were 89 tonnes.

The district has continued to initiate actions in areas that will have a positive impact on carbon neutrality.

The focus continues to be more on action than on specific policies due to strong buy-in from staff in this area. In addition discussions generate ideas on a regular basis which are then brought forward to the appropriate area for potential reduction.

As in the past, notions around renovations, office procedures, purchasing of equipment, or other changes, involve discussions regarding how the decision may impact the district's greenhouse gas emissions.

Boiler replacements, lighting upgrades, HVAC replacements, solar power and adjustment to building operation procedures are just a few of the areas that now form part of any discussion during the operating and capital budget processes.

A new initiative, which is still in process around electronic records management, will help reduce paper consumption and provide more room due to the ever increasing amount of storage required for records.

This report provides a framework for the Carbon Neutral Program each year as evidenced by the number of projects from prior year's reports that are completed in subsequent years.

In summary, it is not only the new initiatives that continue to be brought forward that we are excited about but also the fact that there is no slippage in previously implemented programs. There is ongoing commitment to these programs and in fact, they continue to expand where possible.

Yours truly,



Kevin Black
Secretary Treasurer

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

Created Friday, March 28, 2014

<https://fluidsurveys.com/surveys/cas-z/2013-cnar-form-bps-actions/66219b73a18eae67da7fe1c1d3f393c6/>

Page 1

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

School District No. 58 (Nicola-Similkameen)

Actions Taken to Reduce Emissions

1) Stationary Fuel Combustion, Electricity (Buildings):

Indicate which actions were taken in 2013:

Performed energy retrofits on existing buildings

No

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:

Looked at four schools using CNCP bylaw dollars to reduce energy.

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

Yes

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

continuous conversations with employees over the no idling of buses and other service vehicles. Encouraging employees to carpool when necessary.

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:

Put up signs at the high school (largest users) to inform the daily usage.

Encouraging emailing vs faxing and printing.

Actions Taken to Reduce Emissions - continued

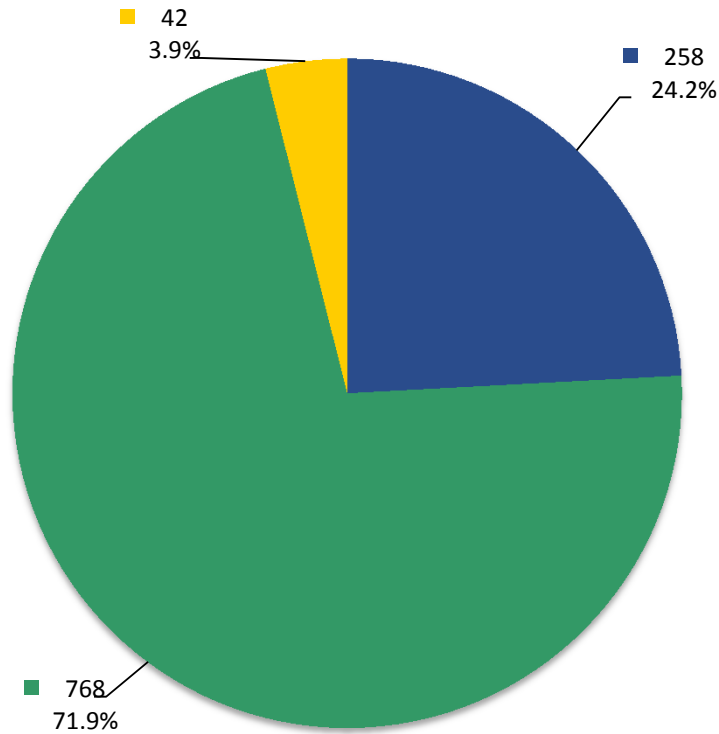
Explain how you plan to continue minimizing emissions in 2014 and future years:

Using the CNCP bylaw capital dollars the district will continue to look at energy projects that will help minimize emissions.

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 58 - Nicola-Similkameen
Greenhouse Gas Emissions by Source
for the 2013 Calendar Year (tCO₂e*)**



Total Emissions: 1,068

- 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 3:55 PM)

Total offsets required: **858**. Total offset investment: **\$21,450**. Emissions which do not require offsets: **210** **

*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.