

School District No. 74 (Gold Trail)

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School District No. 74 (Gold Trail)

2013 Carbon Neutral Action Report

Executive Summary

The Gold Trail School District continues to take positive steps toward our goals in carbon neutrality. Reductions in fuel consumption, electricity, paper and water are all areas of priority for this School District. We will continue to actively work towards reducing greenhouse gases. The Board encourages staff to be environmentally friendly in all areas of their day to day duties. Increased awareness of conserving energy, recycling and generally looking after our planet is evident in the classrooms.

2013 Greenhouse Gas Emissions & Offsets Applied to Become Carbon Neutral in 2013

Total emissions for 2013 were 1160 tonnes, 711 of which were offsettable emissions. Due to adjustments for the prior year of 68 tonnes, School District No. 74 purchased a total of 779 offsets for a total investment of \$19,475.

Actions Taken to Reduce Greenhouse Gas Emissions in 2013

In 2013, three buildings underwent major HVAC retrofits. Heat pump combo units were installed. All interior and exterior lighting was changed in one of our largest Elementary Schools. More efficient lighting and less power consumption will be obtained. We continue installing occupancy sensors throughout the district. We plan to continue to replace outdated inefficient rooftop units with air-to-air heat pumps in the upcoming years.

A handwritten signature in black ink, appearing to read "John [illegible]".

Secretary Treasurer

2013 Carbon Neutral Action Report (CNAR)

- Part 2 ACTIONS

Filled Friday, February 21, 2014

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.

Actions Taken to Reduce Emissions

1) Stationary Fuel Combustion, Electricity (Buildings):Indicate which actions were taken in 2013:

Performed energy retrofits on existing buildings

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

No new buildings being built here.

Undertook an evaluation of overall building energy use.

No

Please list any other actions taken to reduce emissions from 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 new small or medium vehicles were replaced this year. 2 new school buses were obtained.

Replaced existing vehicles with hybrid or electric vehicles

n/a

Reduced the overall number of fleet vehicles

no

Took steps to drive less than last year

Carpooling to meetings, etc. is always encouraged.

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

3) Supplies (Paper):Indicate which actions were taken in 2013:

Used less paper than previous year

Double-sided printing is recommended to all.

Used only 100% recycled paper

I believe the paper we use is 30-50% recycled.

Used some recycled paper

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

No

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

Actions Taken to Reduce Emissions - continued

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

Our biggest reduction will come from the replacement of outdated HVAC systems.

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

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**)
Carpooling wherever possible.

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

Web-conferencing has been used in this rural district a number of years ago.

Made desktop web-cameras available to staff

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

Encourage carpooling to meetings

yes

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

Provided resources and/or dedicated staff to support these teams

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

Established a sustainability/green awards or recognition program

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

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

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

Actions to Promote Sustainability and Conservation - Optional (continued)

Staff Awareness and Education Provided education to staff about the science of climate change

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

Provided green tips on staff website or in newsletters

Alternate Work/Commuting Options Allow for telework/working from home

Staff have the option of a compressed work week

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

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

Secure bicycle storage is provided

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

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

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

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

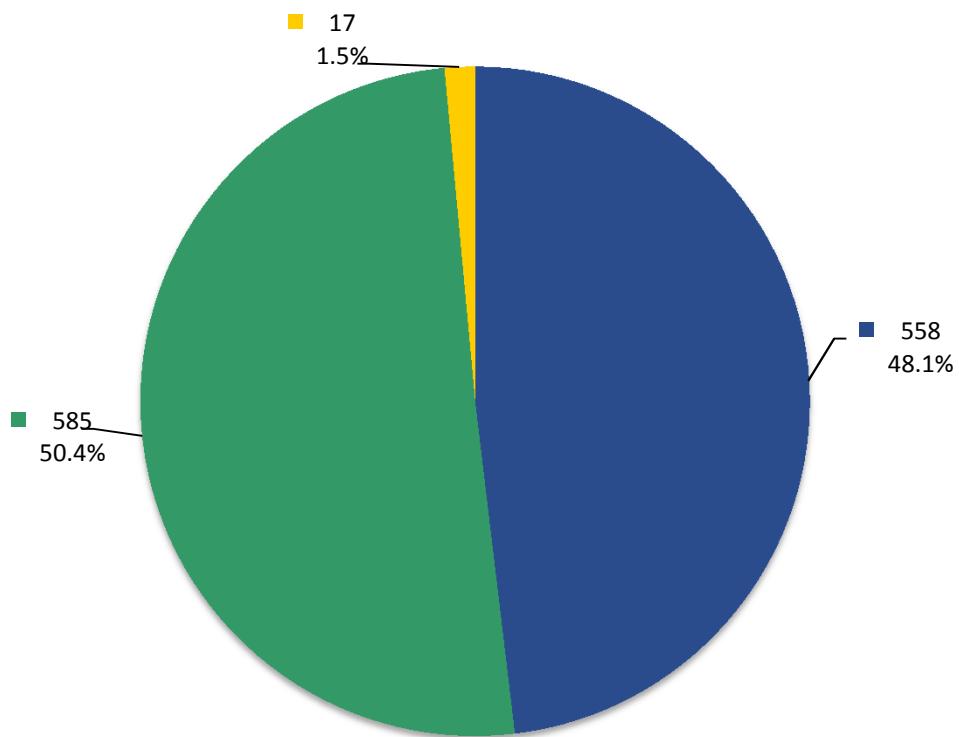
Have incorporated minimum recycled content standards into procurement policy for consumable, non-paper supplies (e.g., writing instruments, binders, toner cartridges, etc.)

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

Incorporated lifecycle costing into new construction or renovations

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

**School District 74 - Gold Trail
Greenhouse Gas Emissions by Source
for the 2013 Calendar Year (tCO₂e*)**



Total Emissions: 1,160

- 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 4:10 PM)

Total offsets required: 711. Total offset investment: \$17,775. Emissions which do not require offsets: 449 **

*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.