

2014 CARBON NEUTRAL ACTION REPORT – SMALL EMITTERS FORM

DUE: May 29, 2015

[This form is for the use of BC Public Sector Organizations that had GHG emissions of less than 600 tonnes CO₂e in the 2014 reporting year, which as a group, equals less than 1% of all PSO emissions]

Organization Name:

School District No. 64 (Gulf Islands)

Contact name:

Lisa Halstead

GHG Emissions and Offsets for 2014 (TCO2E)	
GHG Emissions created in Calendar Year 2014 (from SMARTTool Homepage):	
Total Emissions	237
Total Offsets	120
Adjustments to GHG Emissions Reported in Prior Years (from SMARTTool Homepage):	
Total Emissions	1
Total Offsets	2
Total Emissions for Offset for the 2014 Reporting Year (from SMARTTool Homepage)	
Total Offsets	122

To enable comparisons with all B.C. public sector organizations, please provide the following data for your organization:

1. How many Full Time Equivalent (FTE) employees do you have within your organization? 211
2. Schools, Universities and Colleges only: Number of student FTEs as of Dec 31, 2014? _____
3. What is the total amount of floorspace in your organization (including occupied and unoccupied space)? Please report in square meters: 29,300

List the top three actions taken by your organization in 2014 to reduce GHG emissions and/or improve sustainability:

Action
1. School District No. 64 (Gulf Islands), in partnership with the Salt Spring Community Energy Group, has installed an 84 panel solar photovoltaic array on the gym roof of Gulf Islands Secondary School on Salt Spring Island. With an annual estimated electrical production of 23,000 kwh, the array is the largest school-based solar array in BC.
2. Installation of DDC (Direct Digital Control) system controls to the HVAC systems at Fernwood Elementary School. These new control systems will provide more efficient control of the heating and ventilating systems at the school.
3. Replacement of existing incandescent light fixtures with new high efficiency LED units at the district Maintenance shop, the Transportation shop, and at Gulf Islands Secondary School.

Describe Plans your organization has for continuing to minimize your GHG emissions

Upgrades to existing building mechanical and electrical systems will continue in 2015. Additionally, School District No. 64 (Gulf Islands) is planning to partner with the Pender Islands Solar Group to provide an array of solar photovoltaic panels on the building roof of Pender Islands School.

Executive Sign-off

Name: Lisa Halstead Title: Superintendent of Schools
(print) _____

Signature:  Date: June 1, 2015

Please scan and email the completed form to climateactionsecretariat@gov.bc.ca or fax to 250-356-7286.

Carbon Tax Calculation Form
Under the Climate Action Revenue Incentive Program

School District Name:	School District 64 - Gulf Islands
Contact Information:	
Name:	Debra Krause
Position:	
Telephone Number:	
Email Address:	dkrause@sd64.bc.ca
Report Date:	Tuesday, May 12, 2015 11:46:27 AM

**Calculation of carbon tax paid directly by the School District
for fuel purchased between January 1 and December 31, 2014:**

Fuel Type	Unit Measure	Units	Tax Rate per unit, January 1, 2014 to June 30, 2014	Units	Tax Rate per unit, July 1, 2014 to December 31, 2014	Carbon Tax Paid
Bio-Diesel B5	Litres	25,808.10	0.0767	17,351.00	0.0767	3,310.30
Gasoline	Litres	246.38	0.0667	120.43	0.0667	24.47
Propane Gas	Litres	28,740.30	0.0462	22,843.80	0.0462	2,383.19
Total Claim						5,717.96

1. Only list fuels that were purchased for the school district's own use, on which carbon tax was paid, and where that carbon tax was not refunded or recovered from another party (e.g., through a lease arrangement). Also do not include any fuels that were exempted from carbon tax (for more information on exemptions see the *Carbon Tax Act* and its Regulations)

2. Marketable Natural Gas may be recorded as either Gigajoules or m³

3. The information contained in this report is based on the data provided to the SMARTTool System at the date of generation. It is the responsibility of the user to submit all data relevant to the reporting year prior to running this report.

4. Fuel usage displayed under "Units" is rounded to two decimal places but is not rounded in the tax calculations. This may cause the "Carbon Tax Calculated" to differ by up to \$0.01 if displayed values are used to test the calculation.

5. This form includes only REPORTED fuel usage and excludes all ESTIMATED fuel usage. This may cause the values displayed in this form to differ from those in other exports and reports.

I declare that the information contained in this Carbon Tax Calculation Form is true and correct and based on actual accounting records and not estimates.

Signature of Secretary-Treasurer	Name: (Please Print)	Date
	RODNEY SCOTVOLD	MAY 29, 2015



Invoice

RETAIN THIS PORTION FOR YOUR RECORDS

Invoice Date: May 19, 2015
Invoiced To: SCHOOL DISTRICT 64 GULF ISLANDS (CNG)
SCHOOL DISTRICT 64 GULF ISLANDS
ATTN: DEBRA KRAUSE
112 RAINBOW RD.
SALT SPRING ISLAND, BC, V8K 2K3

Invoice Number: CAI217371
Invoice Due: June 02, 2015
Fee Total: \$3,202.50
Payments Received: \$0.00
Amount Due: \$3,202.50

Fees

Table with 5 columns: Date, Description, Amount, Tax, Fee Total. Row 1: May 19, 2015, 2014 Offset Investment Invoice, 122 Tonnes CO2E @ \$25/tonne, \$3,050.00, GST @ 5%: \$152.50, \$3,202.50. Total: \$3,202.50

GST/HST Registration #: R107864738

- Please make cheque or money order payable to "Minister of Finance."
- Please do not mail cash.
- A service fee of \$30.00 will be charged on dishonored payments
- Please include this invoice number with your payment
- Receipts for payments not made in person, are available upon request.

Interest will be applied to any outstanding balance not received by June 30th. The rate of interest shall be 3% + the prime lending rate of the principal banker to the Province.

Remit To: Climate Action Secretariat
c/o Revenue, Financial Services Branch
PO BOX 9356 STN PROV GOVT
Victoria, BC V8W 9M2

Billing Inquiries: For billing inquiries please email climateactionsecretariat@gov.bc.ca

COURIER ONLY: Climate Action Secretariat
c/o Revenue, Financial Services Branch
2nd Floor 2975 Jutland Rd
Victoria, BC V8T 5J9

Client: SCHOOL DISTRICT 64 GULF ISLANDS (CNG)

PLEASE DETACH THIS PORTION AND RETURN WITH YOUR PAYMENT

Authorization Number: N/A
Amount Due: \$3,202.50

Invoice: CAI217371
Enclosed: _____

Climate Action Secretariat
c/o Revenue, Financial Services Branch
PO BOX 9356 STN PROV GOVT
Victoria, BC V8W 9M2

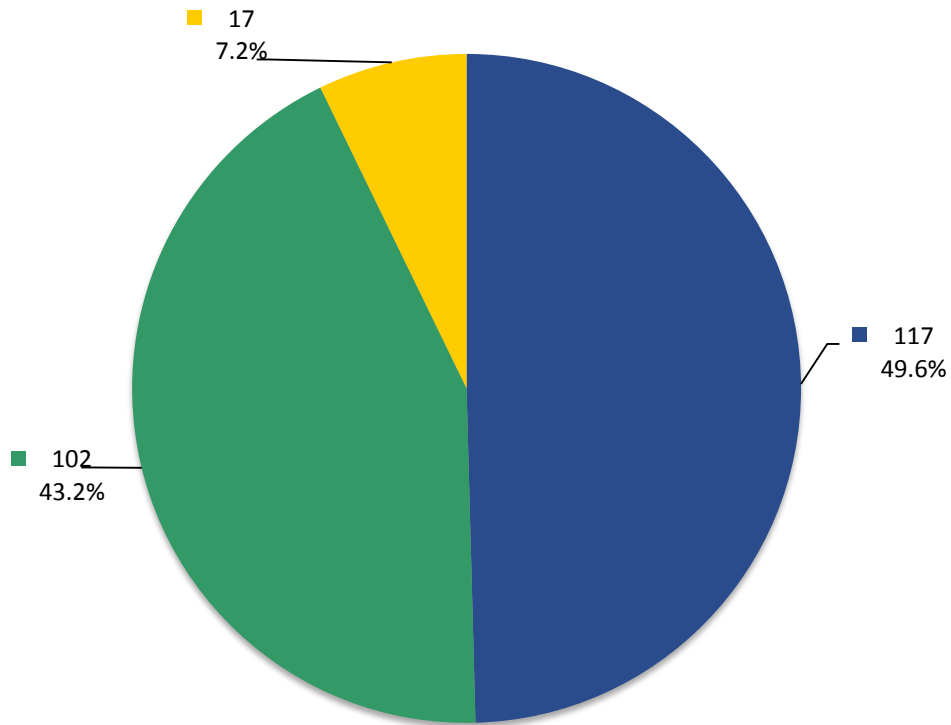
PLEASE COMPLETE THIS SECTION ONLY IF BILLING ADDRESS IS DIFFERENT THAN ABOVE

New Billing Address

Form with fields for ADDRESS, POSTAL CODE, PHONE, FAX

Important note: In the case of a required permit/licence transfer or name change, contact the issuing office directly.

**School District 64 - Gulf Islands
Greenhouse Gas Emissions by Source
for the 2014 Calendar Year (tCO₂e*)**



Total Emissions: 237

- 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 23, 2015 3:14 PM)

Total offsets required: **120**. Total offset investment: **\$3,000**. Emissions which do not require offsets: **117** **

*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.