

2015 CARBON NEUTRAL ACTION REPORT – SMALL EMITTERS FORM

DUE: May 31, 2016

This form is for the use of BC Public Sector Organizations whose GHG emissions were less than 600 tonnes CO₂e during the previous reporting year. Please fill in the required information below :

Organization Name:

<i>Columbia Power Corporation</i>

Contact name:

Mike Hounjet/Nina Gray for Krista Watts
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GHG Emissions and Offsets for 2015 (TCO2E)	
GHG Emissions created in Calendar Year 2015 (from SMARTTool Homepage):	
Total Emissions (tCO ₂ e)	27
Total Offsets (tCO ₂ e)	26
Adjustments to GHG Emissions Reported in Prior Years (from SMARTTool Homepage):	
Total Emissions (tCO ₂ e)	0
Total Offsets (tCO ₂ e)	0
Grand Total Offsets for the 2015 Reporting Year (from SMARTTool Homepage): (This is the total emissions that must be offset for Reporting Year 2015)	
Grand Total Offsets (tCO ₂ e)	26

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 were part of your organization as of Dec 31, 2015? 45.4
2. Crowns & Health Authorities only: What was the total amount of floorspace (m²) in your organization (including occupied and unoccupied space, owned or leased) as of Dec 31, 2015: 901 (m²)
3. What was the primary use of that space (office, education, warehousing, health services, lodging, arts and recreation, other)? office
4. How many motor vehicles did your organization own or lease as of Dec 31, 2015? 5

List the top three actions taken by your organization in 2015 to reduce GHG emissions and/or improve sustainability:

Action
1. In 2015 Columbia Power purchased a new fleet of vehicles. Among the vehicles purchased was a 2015 Toyota Prius V Hybrid gas/electric vehicle. This vehicle was selected based on its superior fuel economy (approximately 47 mpg or 5 L/100km) and reliability. Along with the addition of a hybrid vehicle to the Columbia Power fleet, a pool vehicle usage policy was also developed. The intent of the pool usage policy is to ensure the appropriate vehicle is selected based on the task at hand. The policy outlines that provided employees are not conducting a task that requires a larger vehicle, they should select a smaller vehicle in order to conserve fuel and reduce the company's atmospheric carbon contribution.
2. Notifications have been placed in all of our meeting rooms to remind staff to turn off lights when they are not in use. Many of the meeting rooms also take advantage of natural light sources and meetings are often held with the use of natural light rather than artificial light in order to conserve energy. The lighting system in the office also turns on and off automatically and has sensors that detects ambient light and adjusts the lighting accordingly; therefore conserving energy usage.
3. All of the meetings held in the office utilize local catering companies as much as possible to limit the use of resources associated with transporting food items. Tableware and cutlery is also supplied at the office therefore limiting the amount of non-reusable items required for catered functions.

Describe plans your organization has for continuing to minimize your GHG emissions:

<p>Early in 2016 Columbia Power plans to implement a composting program for the staff kitchen. Composting in the staff kitchen could reduce the amount of waste generated by approximately one third. Composting organic material also greatly reduces the amount of methane produced by allowing organic materials to break down under aerobic conditions (producing carbon dioxide) rather than breaking down anaerobically (producing methane). Compost also reduces the amount of chemical fertilizers that are required for gardening.</p> <p>Columbia Power has also made plans to secure a plot in the Castlegar Community Garden. The community garden plot is within walking distance of the office which will allow staff members to walk to the garden plot over their lunch break. The produce from the garden will be given to staff members throughout the growing season and at the end of the season the intent will be to have a lunch with only items produced locally in home gardens. The garden will also expose staff members to local gardening techniques and hopefully act as a forum for producing healthy food locally.</p>
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Describe any actions your organization took during 2015 to strengthen its ability to manage the likely effects of climate change in the coming years and decades (e.g., have assessed whether increased frequency of extreme weather events and/or long term changes in climate will affect your organization's infrastructure, its employees and/or its clients.)

In 2015, three separate 'lunch and learn' sessions were held with Columbia Power staff to explain to staff the global and local impacts of climate change and also the potential impacts climate change could have on the hydropower industry.

Retirement of Offsets:

In accordance with the requirements of the Greenhouse Gas Reduction Targets Act and Carbon Neutral Government Regulation, Columbia Power Corporation (the Organization) is responsible for arranging for the retirement of the offsets obligation reported above for the 2015 calendar year, together with any adjustments reported for past calendar years. The Organization hereby agrees that, in exchange for the Ministry of Environment ensuring that these offsets are retired on the Organization's behalf, the Organization will pay the associated invoice to be issued by the Ministry in an amount equal to \$25 per tonne of offsets retired on its behalf plus GST.

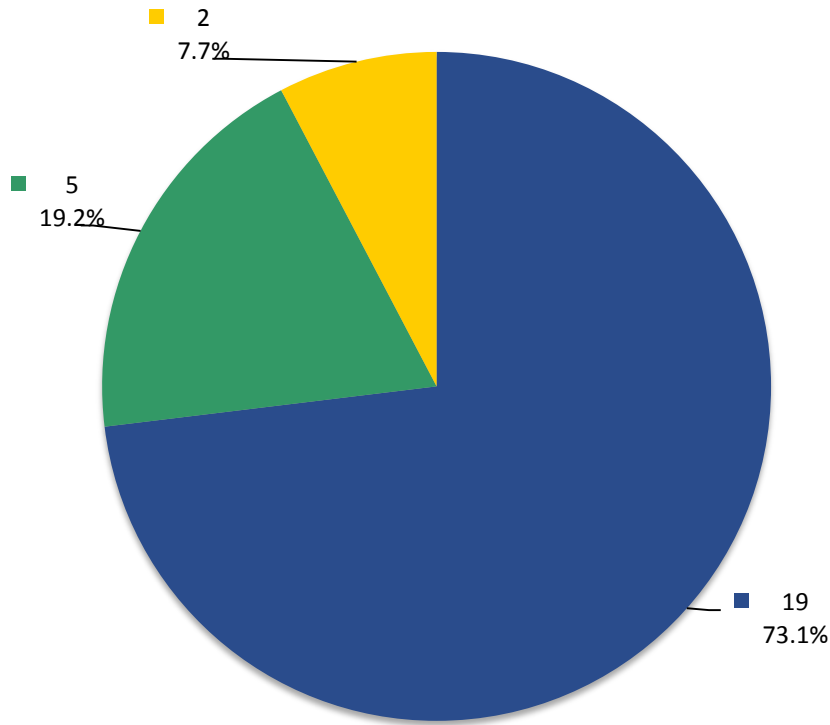
Executive Sign-off

Name: Frank Wszelaki Title: President & CEO
(print) _____

Signature:  Date: May 17, 2016

Please scan and email the completed form to climateactionsecretariat@gov.bc.ca

**Columbia Power Corporation
Greenhouse Gas Emissions by Source
for the 2015 Calendar Year (tCO₂e*)**



Total Emissions: 27

- 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 2015 (Generated May 24, 2016 4:48 PM)

Total offsets required: **26**. Total offset investment: **\$650**. Emissions which do not require offsets: **1** **

*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.