



# 2018 CARBON NEUTRAL ACTION REPORT – SMALL EMITTERS FORM

**DUE: May 31, 2019**

This form is for the use of BC Public Sector Organizations whose GHG emissions were less than 600 tonnes CO<sub>2</sub>e during the previous reporting year (2018). Please fill in the required information below:

**Organization Name:**

School District No 19 (Revelstoke)

**Contact name:**

Bruce Tisdale

GHG Emissions and Offsets for 2018 (tCO <sub>2</sub> e)	
<b>GHG Emissions created in Calendar Year 2018 (from SMARTTool Homepage):</b>	
Total Emissions (tCO <sub>2</sub> e)	<u>284</u>
Total Offsets (tCO <sub>2</sub> e)	<u>210</u>
<b>Adjustments to GHG Emissions Reported in Prior Years (from SMARTTool Homepage):</b>	
Total Emissions (tCO <sub>2</sub> e)	<u>22</u>
Total Offsets (tCO <sub>2</sub> e)	<u>22</u>
<b>Grand Total Offsets for the 2018 Reporting Year (from SMARTTool Homepage):</b> (This is the total emissions that must be offset for Reporting Year 2018)	
Grand Total Offsets (tCO <sub>2</sub> e)	<u>232</u>

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

- How many Full Time Equivalent (FTE) employees were part of your organization as of Dec 31, 2018? 233.347
- What was the total amount of floorspace (m<sup>2</sup>) in your organization (including occupied and unoccupied space, owned or leased) as of Dec 31, 2018: 22,585 (m<sup>2</sup>)
- What was the primary use of that space (office, education, warehousing, health services, lodging, arts and recreation, other)? Education
- How many motor vehicles did your organization own or lease as of Dec 31, 2018? 10



Briefly describe the top three actions taken by your organization in 2018 to reduce GHG emissions and/or improve sustainability from its operations:

Action
<u>1. Recalibrated HVAC systems at both new schools to reflect changes in actual operation of the systems after five years of operation</u>
<u>2. Replaced control systems in one of the two older schools so that energy management would be more manageable from a central location.</u>
<u>3. Upgraded ballasts and light replacement in one area of an elementary school with LED's being installed.</u>

Briefly describe plans your organization has for continuing to reduce your GHG emissions in future years:

<u>Complete ballast and light replacement program at the elementary school referred to in Number 3 above. Also carrying out painting program at the school to replace older darker colours with brighter colours in order to reduce the need for lights. Finally, complete overhaul of HVAC controls at same school in order to gain more efficiency.</u>
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Describe any actions your organization took during 2018 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.)

<u>New person in Manager of Operations position. He has increased the focus on managing the existing HVAC systems to ensure they are running more efficiently on an ongoing basis.</u>
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**Retirement of Offsets:**

In accordance with the requirements of the *Climate Change Accountability Act* and Carbon Neutral Government Regulation, School District No 19 (Revelstoke) (The Organization) is responsible for arranging for the retirement of the offsets obligation reported above for the 2018 calendar year, together with any adjustments reported for past calendar years. The Organization hereby agrees that, in exchange for the Ministry of Environment and Climate Change Strategy 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: Bruce Tisdale Title: Secretary Treasurer  
(print) \_\_\_\_\_

Signature:  Date: May 29, 2019  
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Please scan and email the completed form to [Carbon.Neutral@gov.bc.ca](mailto:Carbon.Neutral@gov.bc.ca)