

Menno Place 2023 PSO Climate Change Accountability Report

Title: 2023 PSO Climate Change Accountability Report

Organization: Menno Place

PART 1. Legislative Reporting Requirements

Declaration statement: This PSO Climate Change Accountability Report for the period January 1, 2023 to December 31, 2023 summarizes our greenhouse gas (GHG) emissions profile, the total offsets to reach net-zero emissions, the actions we have taken in 2023 to minimize our GHG emissions, and our plans to continue reducing emissions in 2024 and beyond.

Emission Reductions: Actions & Plans

A. Stationary Sources (e.g. buildings, power generation)

Menno Place has reduced its emissions in 2023 by

- replacing appliances with energy efficient units
- installing LUX laundry systems that reduces gas and electricity consumption
- installing high efficient heat pumps
- continuously replacing lights with LED lighting

Menno Place has a partnership with BC Care Providers and Fortis where we continuously assess and find energy conservation measures. For 2023/24, Menno Place will be installing building system controls, condensing boilers and a Gas Absorption Heat Pump as part of an approved energy conservation incentive program through Fortis BC.

B. Mobile Sources (e.g. fleet vehicles, off-road/portable equipment)

Menno Place has only one bus. We will be looking at installing electric vehicle charging stations for 2023/24

C. Paper Consumption

Menno Place continues to reduce paper consumption by moving toward a digital filing system. For 2024 we will be moving toward an a digital scheduling system that will further reduce paper.

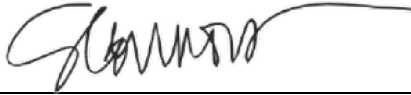
2023 GHG Emissions and Offsets Summary Table

Menno Place 2023 GHG Emissions and Offsets Summary	
GHG emissions for the period January 1 - December 31, 2023	
Total BioCO ₂	.371324
Total Emissions (tCO ₂ e)	437
Total Offsets (tCO ₂ e)	437
Adjustments to Offset Required GHG Emissions Reported in Prior Years	
Total Offsets Adjustment (tCO ₂ e)	0
Grand Total Offsets for the 2023 Reporting Year	
Grand Total Offsets to be Retired for 2023 Reporting Year (tCO ₂ e)	437
Offset Investment (\$)	10925

Retirement of Offsets:

In accordance with the requirements of the *Climate Change Accountability Act* and the Carbon Neutral Government Regulation, **Menno Place (the Organization)** is responsible for arranging for the retirement of the offsets obligation reported above for the 2023 calendar year, together with any adjustments reported for past calendar years (if applicable). The Organization hereby agrees that, in exchange for the Ministry of Environment and Climate Change Strategy (**the Ministry**) ensuring that these offsets are retired on the Organization's behalf, the Organization will pay within 30 days, 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:



June 4, 2024

Signature

Date

Sujata Connors

CEO

Name (please print)





Title

[Please email your signed report to Carbon.Neutral@gov.bc.ca by no later than May 31, 2024.]

Appendix 1

Below are instructions to populate your organization’s **2023 GHG Emissions and Offsets Summary** table in the PSO CCAR template above.

- a. Access the Clean Government Reporting Tool (CGRT) at <https://gov-bc.mythinkstep.com/login>. **Note, you must be a registered Site Administrator or Data Collector for your organization to access CGRT** . Contact the Clean Government team at CAS at Carbon.Neutral@gov.bc.ca if you require assistance.
- b. Once successfully logged into the CGRT homepage, follow these steps to access the “CCAR 2023 report”:

1		Click on the ‘Analytics’ menu tab and select ‘Intelligence Center’ from the drop-down menu.
2		Within the Intelligence Center, search for, then click on , the report titled “CCAR 2023 report”. Note: This report will have a blue Published tag applied.
3		In the top right corner of the window, click the icon containing three horizontal dots to expand the selections.
4		Click the computer monitor icon to view the report. The report will open in a new window.
5		Click the icon containing two circular arrows at the very top left of the window to “refresh” the report. The report will generate key analytics (see Figures 1 & 2 below for examples) that are used to populate your 2023 GHG Emissions and Offsets Summary table. Note: If your analytics are large, it may take some time to complete; it will process in the background and appear in the job tray. If you log out of CGRT before the report is complete, CGRT will automatically email it to you when it is ready.
Optional		Optional: If you want to save a copy of your “CCAR 2023 report”, export it to Excel as follows: <ul style="list-style-type: none"> • Click the download button at the top right of the report and save the report to Excel at any time (e.g. you can save to Excel while the analytics are calculating).

- c. Using the results of your “CCAR 2023 report” populate your **2023 GHG Emissions and Offsets Summary table** by referring to the cells identified in Figures 1 and 2 below. You will obtain the values for cells A through D through your “CCAR 2023 report”.

Carbon Neutral

- d. Lastly, complete the Offset Investment (\$25 per tCO₂e) line of the table by manually multiplying your Grand Total Offsets to be Retired for 2023 Reporting Year (tCO₂e) by \$25. You **must** round your “Grand Total Offsets to be Retired” to a whole number (i.e. no decimal places) **before** multiplying by \$25 (e.g., 43.2 is rounded to 43, while 43.5 is rounded 44).
- e. Your 2023 GHG Emissions and Offsets Summary table is now complete. Proceed with completing the remaining sections of your 2023 PSO CCAR, including executive sign-off, and submit your final CCAR to carbon.neutral@gov.bc.ca by no later than May 31, 2024.

Figure 1. CCAR 2023 report (part 1)

CCAR Tot GHG & BioGHG		2023
t Bio CO ₂ e, GHG, All		
GHG Inventory Activity Data		0
GHG Inventory Estimates		
Total	A	0
t CO ₂ e, GHG, All		
GHG Inventory Activity Data		6913
GHG Inventory Estimates		
Total		6913
Total	B	6913

Figure 2. CCAR 2023 report (part 2)

CCAR Tot Offsets		2023
		Offset Required
		t CO ₂ e, GHG,
IHG Inventory Activity Data		6913
IHG Inventory Estimates		
Total		C 6913

2023 PYA		2022
		t CO ₂ e, GHG,
PYA Stationary Energy Use		0
PYA Mobile Energy Use		0
PYA Other Sources		0
PYA GHG Inventory Estimates		0
Total		D 0