

Climate Action Revenue Incentive Program (CARIP) Public Reporting - Climate Actions Survey 2014

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Updated Friday, February 20, 2015

<http://fluidsurveys.com/surveys/irpb/carip/27aa137921aa61e0d9fb08525c4f97f3cd5b3332/>

Welcome and Instructions

WELCOME and INSTRUCTIONS

Welcome to the new online format of the Climate Actions Survey!

Reporting Process and Key Deadlines

We have made some exciting improvements to the CARIP public reporting process this year by moving to a new online survey format. The online survey format is intended to streamline and enhance the annual CARIP reporting process.

As outlined in the *CARIP Program Guide for 2014 Claims*, B.C. local governments must complete and submit to the Province two online surveys – the *Climate Actions Survey* and the *Carbon Neutral Progress Survey* – and make the reports generated from those surveys public by the following dates:

Climate Actions Survey – **March 8, 2015**

Carbon Neutral Progress Survey – **June 2, 2015**

These two online surveys replace the CARIP Public Reporting Template used in previous years. The surveys provide the same opportunity for local governments to describe actions, undertaken in 2014 and planned for 2015, to reduce GHG emissions and create more complete, compact and energy efficient communities. A CARIP public report attestation form, signed by the Financial Officer, must also be completed for each survey and submitted to the Province. For more information on the grant program requirements, please see the *CARIP Program Guide for 2014 Claims* at: <http://www.cscd.gov.bc.ca/lgd/greencommunities/carip.htm>

Key Differences in the New Online Climate Actions Survey

This Climate Actions Survey replaces the Corporate Actions and Community-Wide Actions worksheets in the previous CARIP Public Reporting Template. Although the information you will be reporting is very much the same, the survey is organized differently. Key differences are:

Sectors (e.g. ‘Broad Planning’, ‘Transportation’ etc.) now have their own sector tabs (listed at the top of each page of the survey).

Corporate and community-wide actions are reported under each sector tab and no longer reported separately. The ‘Greenspace’ sector only has a community-wide actions section, as corporate actions are not reported in ‘Greenspace’.

Corporate and community-wide actions are reported according to seven new categories of actions, and no longer reported according to the categories ‘supportive’ and ‘direct’. The seven action categories are:

- Physical Improvements, Construction
- Feasibility Studies, Research, Analysis
- Plans, Policies, Regulations
- Policy Implementation
- Community Education, Engagement (community-wide only)
- Employee Training, Awareness (corporate only)
- Committees, Staffing

Funding

Note: These action categories were developed based on an extensive review of the types of actions reported by local governments in previous CARIP reports. The new categories are intended to improve the organization of information and streamline the reporting process.

For convenience, the 'Action Examples' tab includes a selection of previously-reported CARIP actions that have been categorized according to the *new action* categories. The examples are intended to help local governments understand where their climate actions best fit in the new survey format.

Each sector tab includes one to three simple 'yes/no' type questions. The purpose of the questions is to highlight local government progress on key action items, and to draw attention to relevant tools, guides and other supports available to support local government climate action.

Instructions for Completing the Survey

After reading these instructions, it is recommended that you click through the survey tabs to familiarize yourself with the survey layout and the information needed to be gathered to complete the survey.

You can navigate through the survey using the 'next' and 'back' buttons at the bottom of each survey page or by clicking on the sector tabs at the top of each survey page (please do not use the browser's back and forward buttons or your information may not be saved).

The 'save and continue later' button at the bottom of each page allows you to save the survey and complete it later.

There is also a 'Local Government Information' tab. This tab is the last page of the survey and must be completed in full prior to submitting the survey.

Use the 'submit' button located on the 'Local Government Information' tab to submit your survey. Please be sure that it is your local government's *complete and final* 2014 survey, and *submit the survey once only*.

After submitting your survey, please ensure that you download a copy of the report from the 'Thank You' page and make that report public by the date identified in the *CARIP Program Guide for 2014 Claims* (<http://www.cscd.gov.bc.ca/lgd/greencommunities/carip.htm>).

You will note that the report generated includes the instructions provided to you in this survey, as a result, you may want to remove these instructions prior to making your report public.

FAQ's

How can I save and complete my survey later?

Click on the 'save and continue later' button that is located at the bottom of each page. You will be prompted to provide your email address so that the link to access your saved survey can be emailed to you, and/or you can bookmark or copy the link provided.

How can I send the survey to others to work on?

Follow the instructions above for 'save and continue later', and then forward the link to others to work on. Please Note: You may want to save a Word copy of the report for yourself, prior to forwarding the link.

Can multiple people work on the survey at one time?

No, only one person can work on the survey at any one time, or you will risk some of your responses not being processed.

Do I have to fill in all the boxes on each of the sector tabs?

Due to the diversity of B.C. local governments, it is recognized that the type and number of actions will vary between communities and also may vary from year to year for individual communities, and as a result, you are not required to fill in all the boxes on each of the sector tabs.

How do I know if an action belongs under Corporate or Community-wide Actions?

If the action is undertaken to reduce energy consumption and GHG emissions in the community at-large, then it is a community-wide action.

If the action is undertaken to reduce energy consumption and GHG emissions in local government corporate operations, then it is a corporate action.

The Government of BC will not collect, use, or disclose personal information using SurveyMonkey. Please be aware however that IP addresses are collected by SurveyMonkey itself, and these IP addresses and other information collected will be stored on SurveyMonkey's servers located outside of Canada. This survey is voluntary and a response is encouraged, not required. Please do not provide any third-party information (i.e. talk about others) in your responses to the survey.

Action Examples

ACTION EXAMPLES

This section includes a selection of previously-reported CARIP actions that have been categorized according to the new action categories. The examples are provided as a reference and are intended to help local governments understand where their climate actions best fit in the new survey format. For lists of all the corporate and community-wide actions reported under the CARIP in previous years, see: <http://www.cscd.gov.bc.ca/lgd/greencommunities/carip.htm>

CORPORATE– Examples previously reported by local governments in CARIP

Physical Improvements, Construction

Building insulation

Solar lighting (signage and trails)

Electric vehicles, bikes

Receptacles for recycling in civic spaces and facilities

Water efficient fixtures in public buildings

Rain gardens at public facilities

Feasibility Studies, Research, Analysis

Corporate energy GHG emissions audit

Lighting assessment

District energy feasibility study

GPS monitoring of fleet for fuel efficiency

Waste audit

Monitor flow/rainwater retention from corporate green roof/living wall

Plans, Policies, Regulations

Corporate energy and emissions plan

Building energy management plan

Plans for rooftop solar thermal system installation in civic facilities

Right-sizing vehicle policy

Corporate zero-waste policy

Green operations plan including for water use in major city operations

Policy Implementation

Eco-friendly procurement

Energy Star compliance

Participate in biofuel boiler district energy system for public pool

Regular maintenance schedule for fuel efficiency (e.g. tire pressure check)

Reused recycled materials in corporate operations (e.g. asphalt, wood chips)

Rainwater harvesting and water reuse in municipal/RD facilities (e.g. vehicle cleaning)

Environmental performance parameters in waste hauling contract

Employee Training, Awareness

Dollars to Sense training (NRCAN)

RETScreen training

Staff working sessions on district energy

Driving for fuel efficiency training

Green events - equipment for 4-stream collection bins available to borrow

Water Smart ambassador

Committees, Staffing

Corporate Energy Manager

Manager of Environmental Building Construction Services

Corporate Climate and Energy Committee

Corporate Zero-Waste Coordinator

Funding

Gas Tax funding

BC Transit's ProPass

COMMUNITY-WIDE – Examples previously reported by local governments in CARIP

Physical Improvements, Construction

Energy efficient senior's and social housing

Small-scale wind turbine demonstration project

Park expansion

Sidewalk improvements

On-street recycling facilities

Storm/rainwater retention (e.g. permeable paving, bioswales)

Feasibility Studies, Research, Analysis

Residential densification study

Community Energy and Emissions Modeling (CEEM)

District energy feasibility assessment

Tree inventory

Feasibility study for installation of electric vehicle charging infrastructure

Waste composition study

Water metering assessment; source to tap assessment

Plans, Policies, Regulations

Climate action plan

Passive solar siting policy

Solar Hot Water Ready Regulation

Master parks and open space plan

Policy for bike facilities in all new developments

Landfill gas management plan

Permeability policy and regulation, e.g. for parking lots

Policy Implementation

Smart growth/green building checklist

Fast-tracked high performance buildings

Enforced solar ready requirements

Grow-a-Tree Program

Improved transit service (e.g. increased hours)

Increased residential waste collection service

Watering restrictions and enforcement

Community Education, Engagement

Energy symposium

Building energy labelling

Hosted training session/tour of solar hot water installations

Nature programming

Bike/Walk to Work/School Week

Community garage sale events

Drinking Water Week; Rainwater Harvesting Best Practices Guide

Committees, Staffing

Community Energy Manager

Community Energy Committee

Worked with Regional District to identify future green energy generation projects

Communities in Bloom Committee

Hired a Transportation Demand Management Coordinator

Hired specialized position for waste reduction

Water Resource Action Committee

Funding

Green Municipal Fund

Green Building Rebates

Incentives for homeowners who install solar hot water heating

TD Green Streets Grant

Class Rides Free Program (transit)

Funding to elementary school program focused on zero waste

Washing machine rebates (BC Hydro partner)

Broad Planning

BROAD PLANNING

Broad Planning refers to the high level, strategic planning that sets the stage for GHG reductions. Land use planning that focuses on Smart Growth principles (compact, complete, connected and centred) plays an especially important role in energy and GHG reduction. Plans that relate to a certain sector should be included in that sector, e.g. transportation plans in the 'Transportation' sector.

In the appropriate boxes below, please record all corporate and community-wide actions taken in 2014 and proposed for 2015. Number and type of actions will vary by community. Please refer to the 'Action Examples' tab above for assistance in understanding the type of information to include in each action category. If the action was taken in partnership, please indicate with whom.

	Yes	No	Please specify or comment
Since initially establishing OCP targets, policies, and actions for the reduction of greenhouse gas (GHG) emissions, as required by the Local Government Act, has your local government updated those targets, policies and actions?	False	True	
Does your local government use the Community Energy and Emissions Inventory (CEEI) to measure progress?			Yes
Has your local government established Development Permit Areas (DPAs) for climate action (i.e. energy conservation, water conservation and/or GHG emission reduction)?			No

CORPORATE - Broad Planning

	Actions taken in 2014	Actions proposed for 2015
Feasibility Studies, Research, Analysis	BC Hydro Continuous Energy Optimization Program study for recreation centres, pools, ice rinks Fortis Commercial Custom Design Program for gas conservation and energy efficiency study at recreation centres, pools, ice rinks.	BC Hydro Continuous Energy Optimization Program for recreation centres, pools, ice rinks.
Plans, Policies, Regulations		Continued and enhanced support for corporate anti-idling program.
Policy Implementation	Creation of the Climate Action Reserve Grant Request Form to assist with the administration of the Climate Action Reserve Fund and support corporate GHG reduction projects.	
Employee Training, Awareness	Corporate Green Team to engage staff in energy and waste reduction, water conservation, and alternative transportation.	Continued environmental engagement of staff by the Green Team.
Committees, Staffing	Corporate GHG Working Group identifies and implements GHG reduction initiatives. Corporate Green Team assists with education and staff-driven issues and suggestions.	Continued operation of the Corporate GHG Working Group and Green Team.

Funding

Review of Climate Action Reserve Fund management policy to enhance usability

COMMUNITY-WIDE - Broad Planning

	Actions taken in 2014	Actions proposed for 2015
Feasibility Studies, Research, Analysis		
Plans, Policies, Regulations	Commenced Official Community Plan Review/Update. Completed Community Sustainability Planning Initiative Implementation Plan. Commenced McKee Peak Area Plan. Commenced Zoning Bylaw Update.	Continue Official Community Plan Review/Update. Continue with McKee Peak Area Plan. Continue Zoning Bylaw Update. Commence U-District Area Plan.
Policy Implementation		Prioritize actions from Community Sustainability Plan Initiative Implementation Plan and implement those that complement other projects.
Community Education, Engagement	Public engagement for the Official Community Plan Review/Update.	Public engagement for the Official Community Plan Review/Update.
Committees, Staffing	Official Community Plan Citizen Advisory Commission. Environmental Advisory Committee.	Official Community Plan Citizen Advisory Commission. Development Advisory Committee.
Funding	Gas tax funding for Zoning Bylaw update.	

Buildings

BUILDINGS

Low-carbon buildings use the minimum amount of energy needed to provide comfort and safety for their inhabitants, and tap into renewable energy sources for heating, cooling and power. These buildings can save money, especially viewed over the long term.

In the appropriate boxes below, please record all corporate and community-wide actions taken in 2014 and proposed for 2015. Number and type of actions will vary by community. Please refer to the 'Action Examples' tab above for assistance in understanding the type of information to include in each action category. If the action was taken in partnership, please indicate with whom.

Does your local government have green building/construction policies, plans or programs?	No
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CORPORATE - Buildings

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Airport: Airport exterior parking lot lights to LED . Airport: Control measures improvements, on mechanical and lighting. Airport: Main airport terminal sign updated to LED. ARC: Negative pressure in pool and reclaim heat. ARC: New exhaust in pool. Centennial Pool: Air to water heat pump for pool water. Centennial Pool: Air to water heat pump for pool water. City Hall: Installation of under-sink instant electric hot water heater in engineering. Clearbrook Library: Outside air lock out/weather predictor program. Fire Hall: replace Air handler for FH 6 tower add control. Marshall Road: weather predictor program. MCA: heat reclaim from chiller . MRC: Boiler one isolation. MRC: speed drive on water slide pump. MSA: Outside Air lock out/weather predictor program. Police: Outsde Air lock out/weather predictor.	Airport: add HVAC, motion sensors. Airport: Boiler replacement with heat pump, or High efficient type. Airport: Roof Top Unit to Heat pump type and economizer. Airport: Testing of replacement of metal halide flood lights with LED. ARC: Add reclaim coil and use for heating water. ARC: Add UV disinfection of pool water. ARC: Arena heat recovery re-design. ARC: Install VFD for two 10 hp pumps in ice plant. ARC: Pool air dehumidification and heat recovery. ARC: Upgrade scoreboard to LED. Centennial Pool: Boiler replacement with high efficiency boiler. Centennial Pool: Install low flow shower heads and taps. Centennial Pool: Replace boiler with high efficiency boiler, combine for hot water heating. Centennial Pool: Replace domestic hot water tank with instant hot water heater. MRC: Arena heat re-claim. MRC: Replace ozone system with UV for disinfection of pool water. MSA: Install VFD on two compressors. MSA: Upgrade LED scoreboard lights.
Feasibility Studies, Research, Analysis	BC Hydro and Fortis ARC: Gas and electricity conservation studies. MRC: Gas and electricity conservation studies.	Continuing BC Hydro Continuous Energy Optimization Program for MRC and ARC
Plans, Policies, Regulations		
Policy Implementation		
Employee Training, Awareness	Continued building energy and lighting efficiency education and awareness to staff.	Continued building energy and lighting efficiency education and awareness to staff.
Committees, Staffing	Corporate Energy Manager.	Corporate Energy Manager

Funding	BC Hydro corporate energy manager funding. BC Hydro rebates for efficiency upgrades. Fortis programs commercial custom design program for gas conservation.	BC Hydro corporate energy manager funding. BC Hydro rebates for efficiency upgrades.
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COMMUNITY-WIDE - Buildings

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Approved coach houses resulting in densification.	
Feasibility Studies, Research, Analysis		
Plans, Policies, Regulations	Height exceptions added to updated Zoning Bylaw for solar panels, roof top gardens and greenhouses.	Commence U-District Neighbourhood Plan which will include building-related GHG emissions and energy consumption policies and will examine potential renewable energy sources.
Policy Implementation	Reviewing building permits for compliance with Solar Hot Water Ready Regulation.	Reviewing building permits for compliance with Solar Hot Water Ready Regulation.
Community Education, Engagement	Use corporate buildings to set an example to the community.	Use corporate buildings to set an example to the community.
Committees, Staffing		
Funding		

Energy Generation

ENERGY GENERATION

A transition to renewable or low-emission energy sources for heating, cooling and power supports large, long-term GHG emissions reductions. Renewable energy including waste heat recovery (e.g. from biogas and biomass), geo-exchange, micro hydroelectric, solar thermal and solar photovoltaic, heat pumps, tidal, wave, and wind energy can be implemented at different scales, e.g. in individual homes, or integrated across neighbourhoods through district energy or co-generation systems.

In the appropriate boxes below, please record all corporate and community-wide actions taken in 2014 and proposed for 2015. Number and type of actions will vary by community. Please refer to the 'Action Examples' tab above for assistance in understanding the type of information to include in each action category. If the action was taken in partnership, please indicate with whom.

Has your local government undertaken district energy projects in 2014?	No
Has your local government undertaken renewable energy projects 2014?	Yes
Are you aware of the integrated resource recovery (IRR) guidance page on the BC Climate Action Toolkit? (http://www.toolkit.bc.ca/tool/integrated-resource-recovery-irr)	No

CORPORATE - Energy Generation

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Methane capture for space and process heat production and conversion to electricity at the JAMES Plant. Geothermal energy used at the Reach Gallery.	Methane capture for space and process heat production and conversion to electricity at the JAMES Plant. Geothermal energy used at the Reach Gallery. Enhanced methane use for hot water heating at Ex-Park/Trethewey Landfill Disposal of curbside garbage at landfill with high efficiency methane capture and electrical conversion.
Feasibility Studies, Research, Analysis		Review of cogeneration system for conversion to electricity at the JAMES Plant for replacement/expansion.
Plans, Policies, Regulations		
Policy Implementation		
Employee Training, Awareness		
Committees, Staffing		
Funding		

COMMUNITY-WIDE - Energy Generation

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction		

Feasibility Studies, Research, Analysis	City contracted compost facility investigated heat capture from compost piles	City contracted compost facility continues investigation of heat capture from compost piles
Plans, Policies, Regulations		
Policy Implementation		
Community Education, Engagement	Support of development projects proposing alternative energy use.	Support of development projects proposing alternative energy use.
Committees, Staffing		
Funding		

Greenspace

GREENSPACE

Greenspace refers to parks and greenways, boulevards, community forests, urban agriculture, riparian areas, gardens, recreation/school sites, and other green spaces, such as remediated brownfield/contaminated sites. Greenspaces support climate change mitigation (reducing emissions by absorbing and sequestering GHG) and adaptation (providing shade, cooling, deflecting strong wind, and improving air quality).

In the appropriate boxes below, please record all community-wide actions taken in 2014 and proposed for 2015 (Note: the 'Greenspace' sector only has a community-wide actions section). Number and type of actions will vary by community. Please refer to the 'Action Examples' tab above for assistance in understanding the type of information to include in each action category. If the action was taken in partnership, please indicate with whom.

Does your local government have urban forest policies, plans or programs?	Yes
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COMMUNITY-WIDE - Greenspace

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Planted 1450 native trees and shrubs. Invasive plant removal and re-planting with native plants.	Plant additional native trees and shrubs. Invasive plant removal and re-planting with native plants. 3 new synthetic turf field will reduce GHG emissions associated with maintenance and will use recycled tires as material. Lighting upgrades at fields.
Feasibility Studies, Research, Analysis	Mapping and classification of ~50 km of watercourses and 20 hectares of wetland.	Mapping and classification of watercourses and wetlands. Partner with University of Fraser Valley on student invasive plant rate of spread and effectiveness of control projects.
Plans, Policies, Regulations		
Policy Implementation		
Community Education, Engagement	Volunteer coordinator involved community beautification, clean-up, restoration and enhancement projects.	Participate in Arbour Day. Participation in community-led projects. Create Invasive Plant brochure for residents. Partner with University of Fraser Valley on student invasive plant education projects.
Committees, Staffing		
Funding	TD Green Streets	

Solid Waste

SOLID WASTE

Reducing, reusing, recycling, recovering and managing the disposal of the residual solid waste minimizes environmental impacts and supports sustainable environmental management, greenhouse gas reductions, and improved air and water quality.

In the appropriate boxes below, please record all corporate and community-wide actions taken in 2014 and proposed for 2015. Number and type of actions will vary by community. Please refer to the 'Action Examples' tab above for assistance in understanding the type of information to include in each action category. If the action was taken in partnership, please indicate with whom.

Does your local government have construction and demolition waste reduction policies, plans or programs?	No
Does your local government have organics reduction/diversion policies, plans or programs?	Yes

CORPORATE - Solid Waste

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Award of contract for garbage disposal with landfill option with high efficiency gas collection and conversion to electricity	Will potentially start sending garbage to landfill with high gas collection efficiency and electricity conversion.
Feasibility Studies, Research, Analysis		
Plans, Policies, Regulations		
Policy Implementation		Stronger enforcement of food waste ban in curbside garbage.
Employee Training, Awareness		Update information and signage on City Hall in-house recycling and composting information.
Committees, Staffing		
Funding		

COMMUNITY-WIDE - Solid Waste

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Expansion of city contracted compost facility to receive more multi-family and commercial compost.	
Feasibility Studies, Research, Analysis	Implemented consultation for mandatory food waste collection from food services and processing sector.	
Plans, Policies, Regulations		Implement consultation for mandatory food waste collection from multi-family residential.
Policy Implementation		Implementation of mandatory food services and processing sector food waste collection

Community Education, Engagement	Recycling and composting displays at most major public events.	Recycling and composting displays at most major public events.
Committees, Staffing		
Funding		

Transportation

TRANSPORTATION

Transportation actions that increase transportation system efficiency, emphasize the movement of people and goods, and give priority to more efficient modes, e.g. walking, cycling, ridesharing, and public transit, can contribute to reductions in greenhouse gas emissions and more livable communities.

In the appropriate boxes below, please record all corporate and community-wide actions taken in 2014 and proposed for 2015. Number and type of actions will vary by community. Please refer to the 'Action Examples' tab above for assistance in understanding the type of information to include in each action category. If the action was taken in partnership, please indicate with whom.

Does your local government have policies, plans or programs to support alternative modes and technologies of transportation (e.g. walking, cycling, transit, electric vehicles)	Yes
Does your local government have a transportation demand management (TDM) strategy? (http://www.toolkit.bc.ca/resource/transportation-demand-management-small-and-mid-sized-communities-toolkit)	No
Does your local government have policies, plans or programs to support local food production (thus reducing transportation emissions)?	Yes

CORPORATE - Transportation

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Reduced fleet by 3 vehicles. Replaced 8 vehicles that were 2004 or older with newer ones. Replaced 1987 forklift with a 2008 one. Purchased 2 propane pick-up trucks. Used electric bike for inspections of trails in Parks. Purchased new 4-stroke motor for Parks boat.	Reduce fleet by 4 vehicles. Replace some vehicles that are 2005 or older with newer ones.
Feasibility Studies, Research, Analysis		Investigate possibility of adding fully electric vehicles to the fleet.
Plans, Policies, Regulations		
Policy Implementation	Anti-idling policy.	Anti-idling policy.
Employee Training, Awareness	Carpool program. Bike-to-work week promotion. Commuter challenge participant.	Carpool program. Bike-to-work week promotion. Commuter challenge participant.
Committees, Staffing	Fleet Manager, Transportation Manager, Green Team	Fleet Manager, Transportation Manager, Green Team
Funding		

COMMUNITY-WIDE - Transportation

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Several sidewalk construction projects, improved some bike lanes, improved roads.	Launch the Fraser Valley Express bus service, additional sidewalk, bikelane and road construction projects.

Feasibility Studies, Research, Analysis	Worked with FVRD, BC Transit and City of Chilliwack to plan Fraser Valley Express bus service to connect the region.	
Plans, Policies, Regulations	Zoning Bylaw Update changes: Off-street bicycle parking requirements, reduced parking requirements in areas intended to be pedestrian and transit-oriented, and electric vehicle charging added to definition of a service station.	
Policy Implementation	Transit Future Plan implementation, support transit-oriented development with enhanced pedestrian and cyclist-friendly public realm, review development applications to ensure transit-friendly components are included.	Transit Future Plan implementation, support transit-oriented development with enhanced pedestrian and cyclist-friendly public realm, review development applications to ensure transit-friendly components are included.
Community Education, Engagement		
Committees, Staffing		
Funding		

Water and Wastewater

WATER and WASTEWATER

Managing and reducing water consumption and wastewater is an important aspect of developing a sustainable built environment that supports healthy communities, protects ecological integrity, and reduces greenhouse gas emissions.

In the appropriate boxes below, please record all corporate and community-wide actions taken in 2014 and proposed for 2015. Number and type of actions will vary by community. Please refer to the 'Action Examples' tab above for assistance in understanding the type of information to include in each action category. If the action was taken in partnership, please indicate with whom.

Does your local government have water conservation policies, plans or programs?	Yes
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CORPORATE - Water and Wastewater

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Retrofit of old irrigation systems. Installation of more rainwater harvesting systems. Implementation of an alternative method for biosolids beneficial use. Install of instant hot water heater on engineering floor reduces water and energy waste.	Contract for land application to beneficially use biosolids. Review of additional install of instant water heaters in other areas.
Feasibility Studies, Research, Analysis		
Plans, Policies, Regulations		
Policy Implementation		
Employee Training, Awareness		
Committees, Staffing		
Funding		

COMMUNITY-WIDE - Water and Wastewater

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction		Development of public web portal to see online water usage to promote conservation
Feasibility Studies, Research, Analysis		
Plans, Policies, Regulations		Commence Willband Creek Integrated Stormwater Management Plan.
Policy Implementation		

Community Education, Engagement	Landscape and irrigation assessment for residential and ICI properties. Grade 4 and 10 water education program. Water audits of ICI properties. ESL water education program.	Landscape and irrigation assessment for residential and ICI properties. Grade 4 and 10 water education program. Water audits of ICI properties. ESL water education program.
Committees, Staffing	Employed summer students to assist with water conservation program.	
Funding	High efficiency toilet and washing machine rebates (BC Hydro partner). Subsidize the cost of indoor and outdoor water conservation kits and rain barrels. Irrigation rebate program.	High efficiency toilet and washing machine rebates (BC Hydro partner). Subsidize the cost of indoor and outdoor water conservation kits and rain barrels. Irrigation rebate program.

Other Climate Actions

OTHER CLIMATE ACTIONS

This section is intended to give local governments a chance to record other climate actions that could not be captured in the above sectors, including climate change adaptation actions and air quality actions.

In the appropriate boxes below, please record all corporate and community-wide actions taken in 2014 and proposed for 2015. Number and type of actions will vary by community. Please refer to the 'Action Examples' tab above for assistance in understanding the type of information to include in each action category. If the action was taken in partnership, please indicate with whom.

Has your local government begun to integrate the impacts of a changing climate (adaptation) into its planning and operations?	Yes
Are you aware of the climate change adaptation guidance page on the BC Climate Action Toolkit? (http://www.toolkit.bc.ca/adaptation-challenges-and-opportunities)	Yes

CORPORATE - Other Climate Action

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Airport exterior parking lot lights to LED. Airport control measure improvements on mechanical and lighting. Airport main terminal sign updated to LED. Airport fleet reduced by three vehicles.	Airport addition of HVAC and motion sensors. Replacement of airport boiler with heat pump or high efficiency boiler.
Feasibility Studies, Research, Analysis		Testing of replacement of airport metal halide lights with LED.
Plans, Policies, Regulations		Developing long term fleet strategy including vehicle and fleet fuel efficiency. Airport roof top unit heat pump and economizer.
Policy Implementation		
Employee Training, Awareness		
Committees, Staffing		
Funding		

COMMUNITY-WIDE - Other Climate Action

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction		
Feasibility Studies, Research, Analysis		
Plans, Policies, Regulations	Participation in Fraser Valley Agricultural Adaptation Strategy.	Participation in Fraser Valley Agricultural Adaptation Strategy.
Policy Implementation		

Community Education,
Engagement

Committees, Staffing

Funding

Innovation

INNOVATION

This section is intended to give your local government an opportunity to describe any energy and GHG emission reduction activities that have been undertaken over the past year(s) that your local government is particularly proud of and would like to share with other local governments.

CORPORATE - Innovation

Please describe any innovative corporate actions taken in 2014 and add links to additional information where possible.

(No response)

COMMUNITY-WIDE - Innovation

Please describe any innovative community-wide actions taken in 2014 and add links to additional information where possible.

(No response)

Local Government Information

LOCAL GOVERNMENT INFORMATION

LOCAL GOVERNMENT INFORMATION Name of Local Government	Abbotsford, City of
LOCAL GOVERNMENT INFORMATION Name of member Regional District (RD)	Fraser Valley
LOCAL GOVERNMENT INFORMATION Regional Growth Strategy (RGS) in your region	Yes
LOCAL GOVERNMENT INFORMATION Population	100,000+

Submitted by:

Submitted by: Name	Barry Azevedo
Submitted by: Position	Solid Waste and Environmental Engineering Manager
Submitted by: Email	bazevedo@abbotsford.ca
Submitted by: Telephone # (ten digit)	604-557-1471

This year we replaced the CARIP Public Reporting Template with two online surveys to streamline and improve the reporting process. We would like to know what you think.

Please check the answer that best describes your thoughts on how the Climate Actions Survey and the new survey process compares to the previous year's process.

Somewhat improved

Before submitting your survey, please ensure that it is your local government's complete and final 2014 Climate Actions Survey. Please submit this survey only once.

Is this your local government's complete and final 2014 Climate Actions Survey?

Yes

Once you have submitted your survey, be sure to download your survey report from the 'Thank You' page and use it as your public report.

Climate Action Revenue Incentive Program (CARIP) Public Reporting - Carbon Neutral Progress Survey 2014

Created Saturday, January 24, 2015

Updated Friday, February 20, 2015

<http://fluidsurveys.com/surveys/irpb/carbon-neutral-progress-reporting/d46cdc52170377010b6f71f185d4789c0990356c/>

Welcome and Introduction

WELCOME and INSTRUCTIONS

Welcome to the new online format of the Carbon Neutral Progress Survey!

Reporting Process and Key Deadlines

We have made some exciting improvements to the CARIP public reporting process this year by moving to a new online survey format. The online survey format is intended to streamline and enhance the annual CARIP reporting process.

As outlined in the *CARIP Program Guide for 2014 Claims*, B.C. local governments must complete and submit to the Province two online surveys – the *Climate Actions Survey* and the *Carbon Neutral Progress Survey* – and make the reports generated from those surveys public by the following dates:

Climate Actions Survey – **March 8, 2015**

Carbon Neutral Progress Survey – **June 2, 2015**

These two online surveys replace the CARIP Public Reporting Template used in previous years. The surveys provide the same opportunity for local governments to describe actions, undertaken in 2014 and planned for 2015, to reduce GHG emissions and create more complete, compact and energy efficient communities. A CARIP public reporting attestation form, signed by the Financial Officer, must also be completed for each survey and submitted to the Province. For more information on the grant program requirements, please see the *CARIP Program Guide for 2014 Claims* at: <http://www.cscd.gov.bc.ca/lgd/greencommunities/carip.htm>

Key Differences in the New Online Carbon Neutral Progress Survey

Prior to completing this Carbon Neutral Progress Survey, please ensure that you are familiar with *Becoming Carbon Neutral: A Guide for Local Governments in British Columbia* available on the BC Climate Action Toolkit website. The Carbon Neutral Progress Survey replaces the Carbon Neutral Progress Reporting worksheet in the previous CARIP Public Reporting Template. Although the information you will be reporting is very much the same as under the previous template, the Survey is organized differently. Key differences are:

Some questions have been reworded and re-ordered.

Two questions related to the purchase of offsets have been deleted.

Two questions related to ‘making progress towards’ and Green Communities Committee (GCC)

Climate Action recognition level have been added.

General Guidance

After reading these instructions, it is recommended that you click through the survey tabs to familiarize yourself with the layout and information needed to complete the survey.

You can navigate through the survey using the ‘next’ and ‘back’ buttons at the bottom of each survey page or by clicking on the tabs at the top of each survey page (please do not use the browser's back and forward buttons or your information may not be saved).

The ‘save and continue later’ button at the bottom of each page allows you to save the survey and complete it later.

There is also a 'Local Government Information' tab. This tab is the last page of the survey and must be completed in full prior to submitting the survey. Use the 'submit' button located on the 'Local Government Information' tab to submit your survey. Please be sure that it is your local government's *complete and final* 2014 Carbon Neutral Progress Survey, and *submit the survey once only*. After submitting your survey, please ensure that you download a copy of the report from the 'Thank You' page and make that report public by the date identified in the *CARIP Program Guide for 2014 Claims* (<http://www.cscd.gov.bc.ca/lgd/greencommunities/carip.htm>). You will note that the report generated includes the instructions provided to you in this survey, as a result, you may want to remove these instructions prior to making your report public.

FAQs

How can I save and complete my survey later?

Click on the 'save and continue later' button that is located at the bottom of each page. You will be prompted to provide your email address so that the link to access your saved survey can be emailed to you, and/or you can bookmark or copy the link provided.

How can I send the survey to others to work on?

Follow the instructions above for 'save and continue later', and then forward the link to others to work on. Please note: You may want to save a Word copy of the report for yourself, prior to forwarding the link.

Can multiple people work on the survey at one time?

No, only one person can work on the survey at any one time, or you will risk some of your responses not being processed.

The Government of BC will not collect, use, or disclose personal information using SurveyMonkey. Please be aware however that IP addresses are collected by SurveyMonkey itself, and these IP addresses and other information collected will be stored on SurveyMonkey's servers located outside of Canada. This survey is voluntary and a response is encouraged, not required. Please do not provide any third-party information (i.e. talk about others) in your responses to the survey.

Measuring Corporate GHG Emissions

MEASURING CORPORATE GHG EMISSIONS

Q1. Did you measure your local government's corporate GHG emissions in 2014?

Many local governments use SMARTTool, a web-based inventory and reporting tool, to track and measure their corporate GHG emissions. If your local government has chosen to use another inventory tool, please make sure that you are using the same methodologies and emission factors as SMARTTool. The most recent edition of the *B.C. Best Practices Methodology for Quantifying Greenhouse Gas Emissions* provides this information and is available on the BC Climate Action Toolkit. If you would like to know more about using SMARTTool to measure GHG emissions, please contact Jennifer Hill at Jennifer.Hill@gov.bc.ca or 250-387-0089.

Survey Navigation Tip: If you are not yet measuring your local government's GHG emissions, a 'no' answer to this question will bring you directly to the 'Making Progress Towards Carbon Neutrality' page of the survey when you click 'Next'.

Yes

Reporting Corporate GHG Emissions and Reductions

REPORTING CORPORATE GHG EMISSIONS AND REDUCTIONS

A local government's Total Corporate GHG Emissions include direct and contracted GHG emissions that result from the delivery of "traditional services".

Traditional services - services that are commonly provided by a majority of local governments and include: administration and governance; drinking, storm and waste water; solid waste collection, transportation and diversion; roads and traffic operations; arts, recreation and cultural services; and fire protection.

Direct GHG emissions - emissions that are generated by the delivery of a traditional service by local government staff or a subsidiary organization.

Contracted GHG emissions - emissions that are generated by the delivery of traditional services by contractors on behalf of local governments.

For more information, see *Becoming Carbon Neutral: A Guide for Local Governments in British Columbia* and *The Workbook: Helping Local Governments Understand How to be Carbon Neutral in their Corporate Operations*.

Reporting Emissions

Q2. What were your local government's 2014 corporate GHG emissions from services delivered directly by your local government?

(in tonnes of carbon dioxide-equivalent, tCO₂e)

5407

Q3. What were your local government's 2014 corporate GHG emissions from contracted services?

(in tonnes of carbon dioxide-equivalent, tCO₂e)

829

Total Corporate GHG Emissions for 2014 = 6236.0 tCO₂e

Reporting Reductions and Offsets

To be carbon neutral, a local government must:

balance their TOTAL corporate GHG emissions by undertaking Option 1 (GCC-supported) or Option 2 (alternative) community GHG emissions reduction projects that meet project eligibility requirements; and/or;

purchase carbon offsets from a credible offset provider.

Q4. If applicable, please report the 2014 GHG emissions reductions being claimed from Option 1 GHG Reduction Projects.

Energy Efficient Building Retrofits

(No response)

Solar Thermal

(No response)

Household Organic Waste Composting

(No response)

Low Emission Vehicles

(No response)

Avoided Forest Conversion

(No response)

Reductions from Option 1 Projects = 0.0 tCO₂e

Q5. If applicable, please list the names of and report the 2014 GHG emissions reductions being claimed from Option 2 GHG Reduction Projects.

Option 2 Project Name	GHG Emissions Reduced

Reductions from Option 2 Projects = 0 tCO₂e

Q6. If applicable, please report the number of offsets you purchased from an offset provider for the 2014 reporting year.

NOTE: Please do not include any climate action reserve funds in your response. Some local governments have put funds that they would otherwise use to purchase offsets into climate action reserve funds. A climate action reserve fund is a way of setting aside funding for emission reduction projects, and worth publicly reporting, but does not get a local government to carbon neutrality under the GCC's Carbon Neutral Framework.

(in tonnes of carbon dioxide-equivalent)

(No response)

Q7. If you have purchased offsets, please identify the name of your offset provider.

(No response)

Total Reductions from Projects and Offsets for 2014 = 0.0

Corporate GHG Emissions Balance

Your local government's Corporate GHG Emissions Balance is the difference between total corporate GHG emissions (direct + contracted emissions) and the GHG emissions reduced through GCC Option 1 and Option 2 projects and/or the purchase of offsets.

Corporate GHG Emissions Balance for 2014 = 6236.0

If your Corporate GHG Emissions Balance is negative or zero, your local government is carbon neutral. Congratulations!

Survey Navigation Tip: If your local government is carbon neutral for 2014, you can skip directly to the GCC Climate Action Recognition Program survey page by clicking on that tab in the list of tabs at the top of the page.

Making Progress Towards Carbon Neutrality

MAKING PROGRESS TOWARDS CARBON NEUTRALITY

Even if your local government did not measure corporate GHG emissions or achieve carbon neutrality for the 2014 reporting year, by identifying and committing to taking actions next year to bring you closer to carbon neutrality, your local government is meeting the spirit of the Climate Action Charter.

Q8. If you did not achieve carbon neutrality in 2014, did you undertake any of the following commonly reported corporate GHG reduction activities?

- Undertook civic building energy efficient retrofits
- Set aside funds in a climate action reserve fund
- Developed a corporate operations GHG emissions reduction plan

Q9. If you did not achieve carbon neutrality in 2014, please identify up to three key actions for 2015 that will help you make progress towards becoming carbon neutral.

[Actions_2015.0] Q9. If you did not achieve carbon neutrality in 2014, please identify up to three key actions for 2015 that will help you make progress towards becoming carbon neutral. |

ARC Pool Air Heat Dehumidification and Heat Recovery (81 TCO₂e)

[Actions_2015.1] Q9. If you did not achieve carbon neutrality in 2014, please identify up to three key actions for 2015 that will help you make progress towards becoming carbon neutral. |

ARC Arena Heat Recovery Redesign (60 TCO₂e)

[Actions_2015.2] Q9. If you did not achieve carbon neutrality in 2014, please identify up to three key actions for 2015 that will help you make progress towards becoming carbon neutral. |

MCA Auditorium Addition of Heat Reclaim to Air Handler 2 (51 T CO₂e)

Q10. Are you familiar with the Community Energy and Emissions Inventory (CEEI)?

Familiarity with your community's CEEI helps qualify you for Level 2 of the GCC Recognition Program. For more information about CEEI, please see:
<http://www.toolkit.bc.ca/community-energy-and-emissions-inventory-initiative>

Yes

GCC Climate Action Recognition Program

GREEN COMMUNITIES COMMITTEE (GCC) CLIMATE ACTION RECOGNITION PROGRAM

The joint Provincial-UBCM **Green Communities Committee (GCC)** is pleased to be continuing the Climate Action Recognition Program again this year. This multi-level program provides the GCC with an opportunity to review and publicly recognize the progress and achievements of each Climate Action Charter (Charter) signatory. Recognition is provided on an annual basis to local governments who demonstrate progress on their Charter commitments, according to the following:

Level 1 - Progress on Charter Commitments (L1): for local governments who demonstrate progress on fulfilling one or more of their Charter commitments

Level 2 - Measurement (L2): for local governments who have measured their Corporate GHG Emissions for the reporting year and demonstrate that they are familiar with the Community Energy and Emissions Inventory (CEEI)

Level 3 - Achievement of Carbon Neutrality (L3): for local governments who achieve carbon neutrality in the reporting year

Q11. Based on your local government's 2014 CARIP Public Report, please check the GCC Climate Action Recognition Program level that best applies:

Level 2 - Measurement

Local Government Information

LOCAL GOVERNMENT INFORMATION

LOCAL GOVERNMENT INFORMATION Name of Local Government	Abbotsford, City of
LOCAL GOVERNMENT INFORMATION Name of member Regional District (RD)	Fraser Valley
LOCAL GOVERNMENT INFORMATION Regional Growth Strategy (RGS) in your region	Yes
LOCAL GOVERNMENT INFORMATION Population	100,000+

Submitted by:

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This year we replaced the CARIP Public Reporting Template with two online surveys to streamline and improve the reporting process. We would like to know what you think.

Please check the answer that best describes your thoughts on how the Carbon Neutral Progress Survey and the new survey process compares to the previous year's process.

Somewhat improved

Before submitting your survey, please ensure that it is your local government's complete and final 2014 Carbon Neutral Progress Survey. Please submit this survey only once.

Is this your local government's complete and final 2014 Carbon Neutral Progress Survey?

Yes

Once you have submitted your survey, be sure to download your survey report from the 'Thank You' page and use it as your public report.