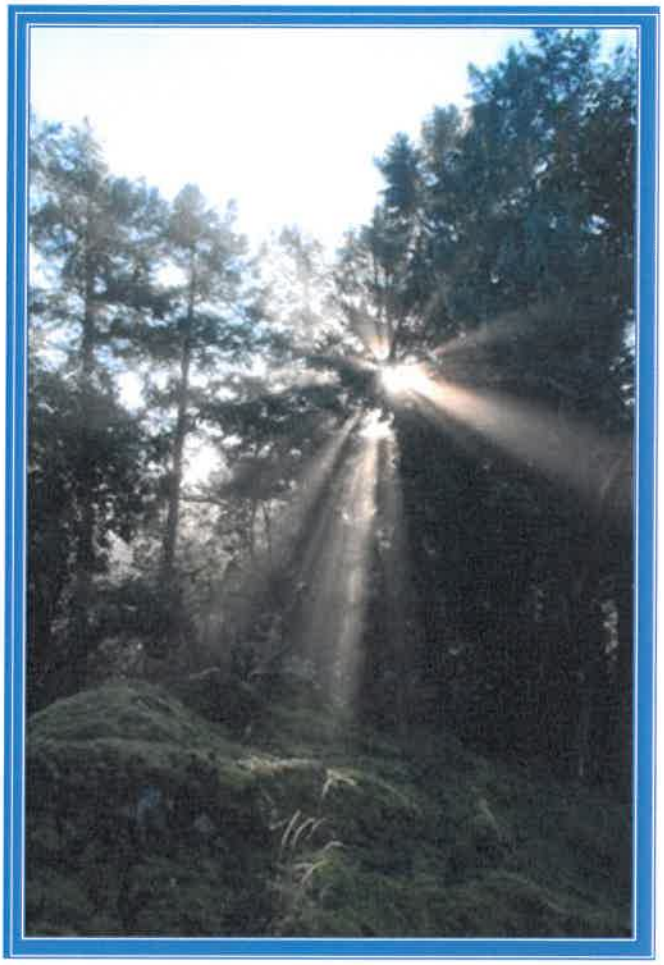
Climate Action Revenue Incentive Program (CARIP) Public Report

Climate Action Revenue Incentive (CARIP) Public Report for YEAR 2013

District of Highlands

Capital Regional District



Report Submitted by
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May 15, 2013

General Information

Name of Local Government	District of Highlands
Member of Regional District (RD)	Capital Regional District
Regional Growth Strategy (RGS) in region	Yes
Population	2,125

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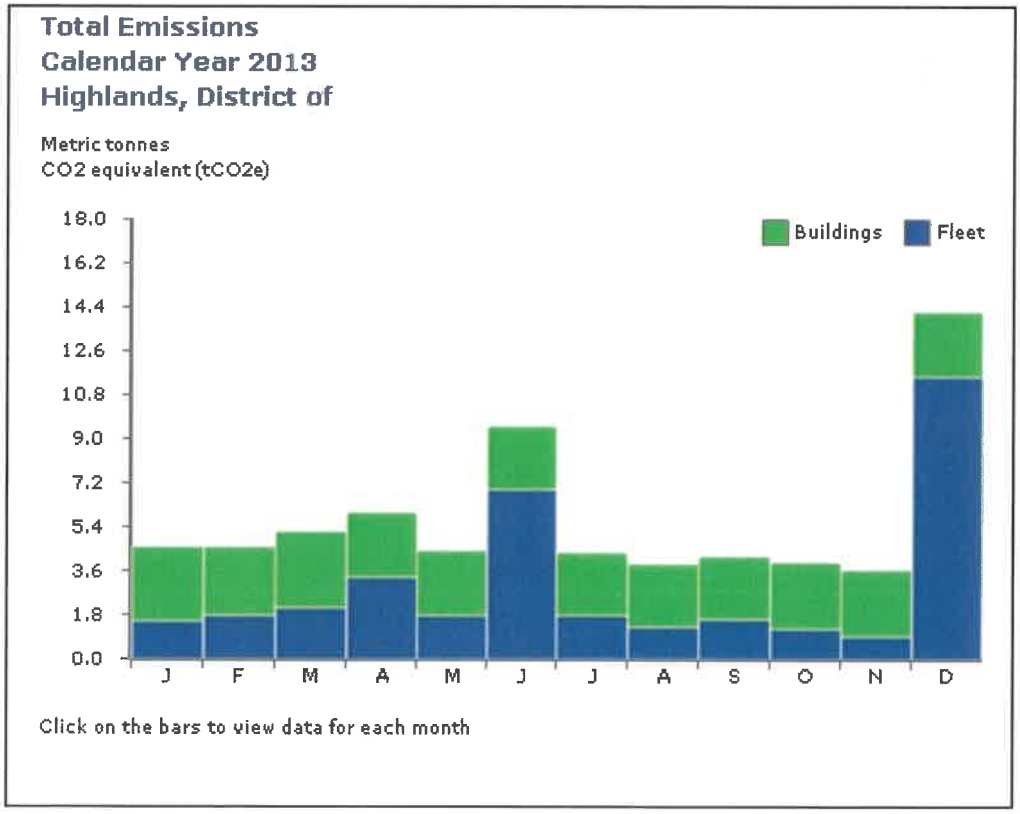
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Community Wide Actions for 2013

1.1 Measure

Community Wide Measurement Actions

Question	Have you been using the Community Energy and Emissions Inventory (CEEI) to measure progress? What else have you been using instead of/in addition to CEEI?
Answer	Yes
Additional Information	"Statistics Canada In-house information"



1.2 Plan

Community Wide Targets

Question	Does your OCP(s) have targets, policies and actions to reduce GHG emissions, as per the requirements under the *Local Governments Act* (LGA)? If yes, please identify the targets set. If no or in progress, please comment.
Answer	Yes
Additional Information	"Compared to 2007 emissions: 1. By 2020, reduce per capita and total emissions by 20% and 9% respectively; 2. By 2030, reduce per capita and total emissions by 35% and 26% respectively; 3. By 2050, reduce per capita and total emissions by 82% and 80% respectively."

1.3 Reduce

Supportive Community Wide Actions

Action Type	Broad Planning
Actions Taken this Year	Amended OCP to include directions from Integrated Community Sustainability Plan (ICSP)
Proposed Actions for Next Year	Create public guide/education around new energy and water conservation development permit area

Action Type	Building and Lighting
Actions Taken this Year	
Proposed Actions for Next Year	

Action Type	Energy Generation
Actions Taken this Year	
Proposed Actions for Next Year	

Action Type	Green Space
Actions Taken this Year	
Proposed Actions for Next Year	

Action Type	Transportation
Actions Taken this Year	Contributed toward Regional Transportation Plan
Proposed Actions for Next Year	Partner with other CRD municipalities for Pedestrian and Cycling Master Plan

Action Type	Waste
Actions Taken this Year	
Proposed Actions for Next Year	

Action Type	Water/Sewer
Actions Taken this Year	
Proposed Actions for Next Year	

Action Type	Other Actions
Actions Taken this Year	
Proposed Actions for Next Year	

Direct Community Wide Actions

Action Type	Buildings
Actions Taken this Year	
Proposed Actions for Next Year	

Action Type	Energy Generation
Actions Taken this Year	
Proposed Actions for Next Year	

Action Type	Transportation
Actions Taken this Year	
Proposed Actions for Next Year	Implementing electric vehicle charging station at new community hall

Action Type	Waste
Actions Taken this Year	
Proposed Actions for Next Year	

Action Type	Water/Sewer
Actions Taken this Year	Ongoing groundwater monitoring
Proposed Actions for Next Year	Ongoing groundwater monitoring

Action Type	Green Space
Actions Taken this Year	
Proposed Actions for Next Year	Expect additional parkland as result of rezonings in 2012/2013

Action Type	Other Actions
Actions Taken this Year	
Proposed Actions for Next Year	

Question	Is there any activity that you have been engaged in over the past year(s) that you are particularly proud of and would like to share with other local governments? Please describe and add links to additional information where possible.
Answer	

Corporate Actions for 2013

2.1 Measure

Corporate Measurement Actions

Question	What steps has your local government taken toward completing its corporate emissions inventory?
Answer	Corporate assets identified related to energy and fuel data and calculated GHG emissions from energy use

Question	What tool are you using to measure, track and report on your corporate emissions?
Answer	SMARTTool

2.2 Reduce

Supportive Corporate Actions

Action Type	Broad Planning
Actions Taken this Year	Integrated Community Sustainability Plan informs strategic priorities and annual reporting
Proposed Actions for Next Year	Integrated Community Sustainability Plan will continue to inform strategic priorities and annual reporting

Action Type	Building and Lighting
Actions Taken this Year	
Proposed Actions for Next Year	

Action Type	Energy Generation
Actions Taken this Year	
Proposed Actions for Next Year	

Action Type	Transportation
Actions Taken this Year	
Proposed Actions for Next Year	

Action Type	Water/Sewer
Actions Taken this Year	
Proposed Actions for Next Year	

Action Type	Other Actions
Actions Taken this Year	
Proposed Actions for Next Year	

Direct Corporate Actions

Action Type	Building and Lighting
Actions Taken this Year	Planning building of new community hall and fire hall, both with sustainability initiatives
Proposed Actions for Next Year	Building new community hall and fire hall, both with sustainability initiatives

Action Type	Energy Generation
Actions Taken this Year	
Proposed Actions for Next Year	

Action Type	Fleet
Actions Taken this Year	
Proposed Actions for Next Year	

Action Type	Waste
Actions Taken this Year	
Proposed Actions for Next Year	

Action Type	Water/Sewer
Actions Taken this Year	Rain gardens designed for new community hall site
Proposed Actions for Next Year	Rain gardens to be implemented at new community hall site

Action Type	Green Space
Actions Taken this Year	
Proposed Actions for Next Year	

Action Type	Other Actions
Actions Taken this Year	
Proposed Actions for Next Year	

2.3 Corporate Innovation

Question	Is there any activity that you have been engaged in over the past year(s) that you are particularly proud of and would like to share with other local governments? Please describe and add links to additional information where possible.
Answer	

Carbon Neutral Progress Reporting

3.1 Carbon Neutral Progress Reporting

Emissions/Offsets	Tonnes CO2e
Annual corporate emissions using SMARTTool or equivalent inventory tool	**70**
Emissions from services delivered directly by the local government	28
Emissions from contracted services	42
Less: GHG reductions being claimed for this reporting year from Option 1 - GHG reduction project	**0**
Energy Efficient Building Retrofits and Fuel Switching	
Solar Thermal	
Household Organic Waste Composting	
Low Emissions Vehicles	
Less: *GHG reductions* being claimed for this reporting year from Option 2 - GHG reduction projects	**0**
Option 2 Project A	
Option 2 Project B	
Sum of Other Option 2 Projects (if you have added projects below)	**0**
Less: *Offsets purchased for this reporting year (Option 3). Please identify your offset provider in the offset provider information section below.*	70
Balance of corporate emissions for this reporting year. *(If the corporate emissions balance is zero, your local government is carbon neutral for this reporting year)*	**0**
Additional "Option 2" Projects	
Option 2 Project C	
Option 2 Project D	
Option 2 Project E	
Option 2 Project F	
Option 2 Project G	
Option 2 Project H	

3.2 Making Progress on Your Carbon Neutral Commitment

Question	If your community has not achieved carbon neutrality for this reporting year please describe the actions that you intend to take next year to move you toward your carbon neutral goal.
Answer	

3.3 Offset Provider Information

Question	Please Identify the name(s) of your offset provider(s) (Please answer below):
Answer	Cowichan Energy Alternatives

Question	There is a signed agreement in place between the reporting local government and the offset provider(s) indicated above to purchase the offsets by no later than June 1, 2014 (please indicate yes or no):
Answer	Yes

Ministry of **Community, Sport and Cultural Development**

CARIP Public Report Attestation Form

The Purpose of this Attestation: As per the CARIP guidance, the Financial Officer is required to attest that the CARIP report submitted to the Province on or before **March 7, 2014** has been made public and also indicate if it is the Final or *Interim* Report.

If applicable, the Financial Officer will also be required to attest that the local government's updated *Interim* CARIP report submitted on **June 2, 2014** has been made public and is the Final Report. Please complete the attestation below that applies to your 2013 CARIP Public Report at this time. **Please review the general CARIP Guidance document for more information on this requirement.**

Financial Officer must complete and sign the APPLICABLE attestation form below and email a scanned copy to the province at infra@gov.bc.ca

FINAL CARIP Report attestation:

I declare that this is the Final 2013 CARIP Public Report for the District of Highlands and that this report was made public on May 15, 2014

Name, Title (print) CFO C.D. Coates

Signature:

Date: May 15, 2014

INTERIM CARIP Report attestation:

I declare that this is the *Interim* 2013 CARIP Public Report for the District of Highlands and that this Report was made public on March 4, 2014.

Additional carbon neutral information is needed to complete this CARIP Report and once that information is received; this CARIP report will be updated, made public and submitted as Final to the Province on or before **June 2, 2014.**

As per the CARIP Guidance document, I am aware that local governments that do not make public and submit an updated, Final 2013 CARIP Public Report to the Province by the **June 2, 2014,** deadline:

- May not be eligible for next year's CARIP grant.
- Will not be eligible for certain elements of the Green Communities Recognition Program, and
- Will not be included in the 2013 Provincial level report on local government climate action progress

Name, Title (print) CFO or CAO C.D. Coates, CAO

Signature:

Date: March 3, 2014