2019 Climate Action Revenue Incentive Program (CARIP) Survey

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Overview

INTRODUCTION:

The 2019 CARIP survey highlights and celebrates local government climate action in British Columbia.

Local governments are required to submit the 2019 CARIP Survey by June 1, 2020.

Detailed survey instructions, FAQs and definitions can be found in the 2019 CARIP Program Guide.

Once the survey is complete, please download a copy of your responses (you will be given the download link at the end of the survey).

SURVEY CONTENT:

Section 1: Local Government Information
Section 2: Narrative Focus

- 2019 Corporate Climate Action
- 2019 Community-wide Climate Action
- 2019 Climate Change Adaptation Action

Section 3: 2019 Carbon Neutral Reporting

Section 1 – Local Government Information

Name of Local Government:

District of Highlands

Name of Regional District:

Capital Regional District

Does your region have a Regional Growth Strategy (RGS):

X Yes

O No

O Don't know

Population:

X 0-4,999

O 5,000 to 9,999

O 10,000 to 49,999

O 50,000 to 99,999

O 100,000+

Submitted by:

Name

Laura Beckett

Position

Municipal Planner

Email Address

LBeckett@highlands.ca

Phone Number

250-474-1773

Section 2 - Narrative Focus

Local government signatories to the B.C. Climate Action Charter have committed to taking climate action by:

- Working towards achieving corporate carbon neutrality;
- Measuring and reporting on their community-wide GHG emissions; and
- Creating complete, compact, energy-efficient communities.

A key part of the 2019 CARIP survey is to highlight and celebrate successful climate actions undertaken by local governments in British Columbia.

In 2019, what actions has your local government taken to support the creation of compact, complete, and energy efficient communities?

2019 CORPORATE CLIMATE ACTION:

Corporate climate actions refer to actions that reduce the GHG emissions produced as a result of a local government's delivery of "traditional services", including fire protection, solid waste management, recreational/cultural services, road and traffic operations, water and wastewater management, and local government administration.

In 2019, when it comes to corporate climate action, did your local government undertake any of the following (PLEASE SELECT ALL THAT APPLY):

☐ Building and Lighting Actions

☐ Energy Generation Actions

X Greenspace Actions

X Planning Actions

☐ Solid Waste Actions

X Transportation Actions

X Water and Wastewater Actions

X Other Climate Actions (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other Climate Actions'

1. *Municipal Survivor Climate Challenge with Association of Vancouver Island Coastal Communities (AVICC)*
2. *Climate Emergency Declaration*
3. *Participation in the South Island Prosperity Project (SIPP)*

When it comes to corporate Building and Lighting Actions, did your local government undertake any of the following in 2019 (PLEASE SELECT ALL THAT APPLY):

☐ New or upgraded energy-efficient lighting systems

☐ New or upgraded energy-efficient heating systems

☐ New or upgraded building envelope initiatives

☐ Upgrades to amenities in recreation facilities

☐ Studies related to building and/or lighting energy efficiency

☐ Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

When it comes to corporate Energy Generation Actions, did your local government undertake any of the following in 2019 (PLEASE SELECT ALL THAT APPLY):

☐ Solar power projects

☐ Heat recovery or heat reclamation projects

☐ Biomass or bio-gas projects

☐ Geo-exchange or geothermal projects

☐ Studies related to energy generation

☐ Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

When it comes to corporate Greenspace Actions, did your local government undertake any of the following in 2019 (PLEASE SELECT ALL THAT APPLY):

☐ Tree planting

☐ Greenspace acquisition

X New or upgraded amenities in parks – *Community Hall Landscaping*

X Invasive species management – *Continued participation in Regional Invasive Species Program*

X Plans or strategies related to greenspace – *Participation in Regional Vegetation Management Strategy; Support for Regional Foodland Access Program*

☐ Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

When it comes to corporate Planning Actions, did your local government undertake any of the following in 2019 (PLEASE SELECT ALL THAT APPLY):

☐ Energy/Emissions Management Plan (New or Updated)

X Asset Management Plan (New or Updated)

☐ Corporate Climate Action Plan (New or Updated)

X Strategic Plan (New or Updated)

X Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

1. *Reported corporate GHG emissions and purchased offsets for "Carbon Neutral" label through CARIP*
2. *Completed 2016 Indicators Report, includes SOME community GHG emissions...third of series*

When it comes to corporate Solid Waste Actions, did your local government undertake any of the following in 2019 (PLEASE SELECT ALL THAT APPLY):

☐ Introduction, expansion or improvement of recycling initiatives at corporate facilities

☐ Introduction, expansion or improvement of composting initiatives at corporate facilities

☐ Communication or education for staff related to corporate solid waste initiatives

☐ Studies or research related to corporate solid waste initiatives

☐ Plans or strategies related to corporate solid waste initiatives

☐ Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

When it comes to corporate Transportation Actions, did your local government undertake any of the following in 2019 (PLEASE SELECT ALL THAT APPLY):

X Fleet replacement or upgrades

☐ New or improved electric vehicle initiatives

☐ New or improved active transportation infrastructure for staff

☐ Communication or outreach for staff related to corporate transportation initiatives

☐ New or improved public transportation initiatives for staff

☐ Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

When it comes to corporate Water and Wastewater Actions, did your local government undertake any of the following in 2019 (PLEASE SELECT ALL THAT APPLY):

☐ New or improved water or wastewater infrastructure

☐ Studies or research related to water conservation

X Plans or strategies related to water or wastewater – *Groundwater Protection Implementation and Work Plan*

☐ Water reduction initiative(s)

X Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

Annual Groundwater Monitoring Program

As mentioned, a key part of the 2019 CARIP Survey is to highlight and celebrate successful climate actions undertaken by local governments in British Columbia. This question provides local governments the opportunity to demonstrate leadership and innovative approaches to reduce corporate GHG emissions.

When it comes to the corporate climate action, please highlight up to three significant actions focused on reducing GHG emissions that your local government undertook in 2019:

Corporate Action #1

Corporate Action #2

Corporate Action #3

2019 COMMUNITY-WIDE CLIMATE ACTION:

Community-wide actions refer to actions that reduce GHG emissions across the community (i.e. actions not related to "traditional services" in corporate operations).

When it comes to community-wide climate action in 2019, did your local government undertake any of the following (PLEASE SELECT ALL THAT APPLY):

X Building and Lighting Actions

☐ Energy Generation Actions

X Greenspace Actions

X Planning Actions

X Solid Waste Actions

X Transportation Actions

X Water and Wastewater Actions

☐ Other Climate Actions (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other Climate Actions'

When it comes to community-wide Building and Lighting Actions, did your local government undertake any of the following in 2019 (PLEASE SELECT ALL THAT APPLY):

☐ New or upgraded energy-efficient lighting systems

☐ New or upgraded energy-efficient heating systems

X BC Energy Step Code related projects – *Referred to Strategic Plan for implementing*

☐ Incentives/rebate programs related to energy-efficient building or lighting

☐ Outreach, education or communication related to energy-efficient building or lighting

☐ Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

When it comes to community-wide Energy Generation Actions, did your local government undertake any of the following in 2019 (PLEASE SELECT ALL THAT APPLY):

☐ Solar power projects

☐ Heat recovery or heat reclamation projects

☐ Landfill gas capture/utilization projects

☐ Micro-hydro projects

☐ Studies or research related to energy generation

☐ Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

*When it comes to community-wide Greenspace Actions, did your local government undertake any of the following in 2019 (PLEASE SELECT ALL THAT APPLY):

☐ Tree planting

☐ Greenspace restoration or maintenance

☐ Greenspace acquisition

X Invasive species management – *Regional program includes public communications*

☐ Plans or strategies related to greenspace

☐ Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

*When it comes to community-wide Planning Actions, did your local government undertake any of the following in 2019 (PLEASE SELECT ALL THAT APPLY):

☐ Official Community Plan (New or Updated)

☐ Climate Action Plan (New or Updated)

☐ Regional Growth Strategy (New or Updated)

X New or updated bylaw(s) or zoning addressing climate issues – *Tax Bylaw to collect for Asset Management Program*

☐ Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

When it comes to community-wide Solid Waste Actions, did your local government undertake any of the following in 2019 (PLEASE SELECT ALL THAT APPLY):

☐ Introduction, expansion or improvement of recycling initiatives

☐ Introduction, expansion or improvement of composting initiatives

X Community clean-up initiatives – *Annual Community Programs: Clean-up and Broom Bash*

☐ General waste reduction initiative (including landfill diversion strategies)

☐ Outreach, education or communication related to solid waste

☐ Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

When it comes to community-wide Transportation Actions, did your local government undertake any of the following in 2019 (PLEASE SELECT ALL THAT APPLY):

☐ New or improved active transportation infrastructure

☐ New or improved public transportation initiatives

☐ New or improved electric vehicle initiatives

☐ Outreach, education or communication related to transportation

☐ Plans or strategies related to transportation

X Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

Support for South Vancouver Island Trail Society

When it comes to community-wide Water and Wastewater Actions, did your local government undertake any of the following in 2019 (PLEASE SELECT ALL THAT APPLY):

☐ Water restrictions

☐ Incentives/rebate programs related to water or wastewater

X Outreach, education or communication related to water or wastewater

☐ Studies or research related to water or wastewater

X Plans or strategies related to water or wastewater

☐ Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

As mentioned, a key part of the 2019 CARIP survey is to highlight and celebrate successful climate actions undertaken by local governments in British Columbia. This question provides local governments the opportunity to demonstrate leadership and innovative approaches to reduce community-wide GHG emissions.

When it comes to the community-wide climate action, please highlight up to three significant actions focused on reducing GHG emissions that your local government undertook in 2019:

Community-Wide Action #1

Community-Wide Action #2

Community-Wide Action #3

2019 CLIMATE PREPAREDNESS AND ADAPTATION ACTION:

This section of the 2019 CARIP survey is designed to collect information related to the types of climate impacts local governments are experiencing and how they are being addressed.

Please identify the climate impacts that are most relevant to your local government (PLEASE SELECT ALL THAT APPLY):

X Increased temperatures increasing wildfire activity

X Extreme weather events contributing to urban and overland flooding

X Changes to temperature and precipitation causing seasonal drought

☐ Warmer winter temperatures reducing snowpack

☐ Sea level rise and storms causing coastal flooding and/or erosion

☐ Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

In 2019, did your local government take any of the following actions in an effort to consider or address the impacts of climate change? (PLEASE SELECT ALL THAT APPLY)

X Emergency response planning

X Asset management

☐ Infrastructure upgrades

X Public education and awareness

X Strategic and financial planning

X Risk and vulnerability assessments

X Risk reduction strategies

☐ Official Community Plan policy changes

X Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

South Highlands Local Area Plan

In 2019, did your local government partnered with any of the following organizations to prepare for, and adapt to, a changing climate? (PLEASE SELECT ALL THAT APPLY)

☐ Adaptation to Climate Change Team (SFU)

☐ Columbia Basin Trust

X Community Emergency Preparedness Fund (UBCM) *(Evacuation Planning)*

X Federation of Canadian Municipalities *(Asset Management related)*

☐ Fraser Basin Council

☐ Pacific Institute for Climate Solutions (UVIC)

☐ Other (PLEASE SPECIFY)

☐ Don't know

Please specify 'Other'

As mentioned, a key part of the 2019 CARIP survey is to highlight and celebrate successful climate actions undertaken by local governments in British Columbia. This question provides local governments the opportunity to demonstrate leadership and innovative approaches to adapting to a changing climate.

When it comes to climate preparedness and adaptation actions, please highlight up to three significant actions/initiatives that your local government undertook in 2019:

Adaptation Action #1

Adaptation Action #2

Adaptation Action #3

Section 3: 2019 Carbon Neutral Reporting

Local governments are required to report on their progress in achieving their corporate carbon neutral goal under the B.C. Climate Action Charter. Working with B.C. local governments, the joint Provincial-UBCM Green Communities Committee has established a common approach to determining corporate carbon neutrality for the purposes of the Charter, including a Carbon Neutral Framework and supporting guidance for local governments on how to become carbon neutral.

Prior to completing this portion of the survey, please ensure that you are familiar with guidance available on the B.C. Climate Action Toolkit website, specifically the Workbook (WILL BE UPDATED) and Becoming Carbon Neutral: A Guide for Local Governments in British Columbia (WILL BE UPDATED).

Please note: As a result of the BC Recycling Regulation, local governments are no longer required to account for GHG emissions from vehicles, equipment and machinery required for the collection, transportation and diversion of packaging and printed paper, in their annual CARIP reports.

2019 CARBON EMISSIONS

Did your local government measure corporate GHG emissions for 2019?

X Yes

O No

O Don't Know

If your local government measured 2019 corporate GHG emissions, please report the number of corporate GHG emissions (in tonnes of carbon dioxide equivalent (tCO2e)) from:

Service Delivery Type	2019 Corporate GHG Emissions
Services Delivered Directly by your Local Government	28.2
Contracted Services	46.1

TOTAL A - CORPORATE GHG EMISSIONS (DIRECT + CONTRACTED) FOR 2019:

73 *(NB: This is the number generating by the Clean Government Reporting Tool – "Offsets required"...)*

2019 CARBON REDUCTIONS

To be carbon neutral, a local government must balance their TOTAL corporate GHG emissions generated in 2019 by one or a combination of the following actions:

Undertake Green Communities Committee-supported Option 1 Project(s)
Undertake Green Communities Committee-supported Option 2 Project(s)
Purchase carbon offsets from a credible offset provider

For more information about options to balance or offset corporate GHG emissions please refer to Becoming Carbon Neutral: A Guidebook for Local Governments in British Columbia.

If applicable, please report the 2019 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO2e)) being claimed from any of the following Option 1 GHG Reduction Projects:

Option 1 GHG Reduction Projects	2019 GHG Emissions Reductions
1A Energy Efficiency Retrofits	
1B Solar Thermal	
1C Household Organic Waste	35
1D Low Emission Vehicles	
1E Avoided Forest Conversion	
1F Trenchless Technology	

TOTAL B - REDUCTIONS FROM ALL OPTION 1 PROJECTS FOR 2019:

35

If applicable, please report the names and 2019 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO2e)) being claimed from Option 2 GHG Reduction Projects:

	Names of Option 2 GHG Reduction Projects	2019 GHG Emissions Reductions
1.		
2.		
3.		
4.		
5.		
6.		

TOTAL C - REDUCTIONS FROM ALL OPTION 2 PROJECTS FOR 2019:

0

2019 CARBON OFFSETS

If applicable, please report the name of the offset provider, type of project and number of offsets purchased (in tonnes of carbon dioxide equivalent (tCO2e)) from an offset provider for the 2019 reporting year:

	Name of Offset Provider	Name of Project	2019 GHG Emissions Reductions
1.			
2.			
3.			
4.			
5.			
6.			

TOTAL D - OFFSETS PURCHASED FOR 2019:

0 - ***Please see attached letter.***

TOTAL REDUCTIONS AND OFFSETS FOR 2019 (Total B+C+D):

35

Corporate GHG Emissions Balance for 2019

Your local government's corporate GHG emissions balance is the difference between total corporate offsetable GHG emissions (direct + contracted emissions) and the GHG emissions reduced through Green Communities Committee Option 1 and Option 2 projects and/or the purchase of offsets.

CORPORATE GHG EMISSIONS BALANCE FOR 2019 = (Total A – (B+C+D))

38

If your corporate GHG emissions balance is negative or zero, your local government is carbon neutral. CONGRATULATIONS!

If your local government was carbon neutral in 2019, please record any emissions reductions you will be carrying over for future years and the source of the reductions, including the year they were earned (e.g. organics diversion, 2019 100 tCO2e):

	Source of Carryover Emission Reduction	Year Earned	GHG Emissions Reductions
1.			
2.			
3.			
4.			
5.			
6.			

TOTAL E - BALANCE OF REDUCTIONS ELIGIBLE FOR CARRY OVER TO NEXT YEAR

0

GREEN COMMUNITIES COMMITTEE CLIMATE ACTION RECOGNITION PROGRAM:

The joint Provincial-UBCM Green Communities Committee is pleased to be continuing the Climate Action Recognition Program again this year. This multi-level program provides the Green Communities Comittee 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 – Demonstrating Progress on Charter Commitments: For local governments who demonstrate progress on fulfilling one or more of their Charter commitments.

Level 2 – Measuring GHG Emissions: For local governments that achieve Level 1, who measure their corporate GHG emissions for the reporting year and demonstrate that they are familiar with their community's energy and emissions inventory (i.e. CEEI).

Level 3 – Accelerating Progress on Charter Commitments: For those local governments who have achieved Level 1 and 2 and demonstrate significant action (corporately or community-wide) in reducing GHG emissions in the reporting year (e.g. through undertaking a GHG reduction project, purchasing offsets, establishing a reserve fund).

Level 4 - Achievement of Carbon Neutrality: For local governments who achieve corporate carbon neutrality in the reporting year.

Based on your local government's 2018 CARIP Climate Action/Carbon Neutral Progress Survey, please check the Green Communities Committee Climate Action Recognition Program level that best applies:

O Level 1 – Demonstrating Progress on Charter Commitments

O Level 2 – Measuring GHG Emissions

X Level 3 – Accelerating Progress on Charter Commitments – ***PLEASE SEE ATTACHED LETTER***

O Level 4 - Achievement of Carbon Neutrality

O Don't know

Related to Level 3 recognition, if applicable, please identify any new or ongoing corporate or community-wide GHG reduction projects (other than an Option 1 or Option 2 project) undertaken by your local government that reflects a significant investment of time and/or financial resources and is intended to result in significant GHG reductions:

Does your local government set aside funds in a climate reserve fund or similar?

O Yes

X No

O Don't know

Option 1D: Organic Waste Composting Project Plan

Project Proponent Information	
Name of Local Government Project Proponent(s)	Provide the name of the local government(s) involved in the project and that will be claiming GHG reductions from the project under Option 1. *Capital Regional District, District of Central Saanich, City of Colwood, Town of Esquimalt, District of Highlands, City of Langford, District of Metchosin, District of North Saanich, District of Oak Bay, District of Saanich, Town of Sidney, District of Sooke, City of Victoria, Town of View Royal, and the Islands Trust.*
Project Designate appointed to sign off on Project Plan	Provide the name, phone and e-mail of the Project Designate duly authorized and having the legal capacity to sign off on this Template (e.g., CAO, CFO) Name: Nelson Chan Title: Chief Financial Officer Phone: 250-360-3645 Email: nchan@crd.bc.ca
Project Contact	Provide a Project Contact name if different from above Name: Nikki Elliott Title: Climate Action Program Coordinator Phone:250.360.3048 Email: nelliott@crd.bc.ca
Project Information	
Project title	Provide project title Organic Waste Composting Project
Option 1 Project Profile	Confirm which Option 1 project and project profile you are implementing. Check only one per Project Plan Template submitted: ☐ Project 1A: Low Emission Vehicles ☐ Project 1B: Energy Efficient Building Retrofits and Fuel Switching ☐ Project 1C: Solar Thermal ☑ Project 1D: Household Organic Waste Composting ☐ Project 1E: Avoided Forest Conversion Project (AFCP)
Project description and objectives	Briefly summarize the project in terms of what, where, how when and why (max 4-5 sentences or bullets). - The CRD has implemented a kitchen scraps waste diversion program on behalf of the region. - In 2013, the CRD implemented an incentive program to encourage residents and businesses to divert their kitchen scraps from the landfill. Although the incentive program is over, CRD manages the diversion from waste hauler's serving the industrial, commercial, and institutional (ICI) and private residential sectors. The haulers have been notified of the CRD's intention to claim the credits. - Approximately 11,961 tonnes of additional kitchen scraps were diverted from the ICI and private residential sector in 2019.
Project co-benefits (Optional)	Beyond the reducing GHG emissions, describe any anticipated community and/or sustainability co-benefits that this project will provide (*e.g., energy cost savings, stimulation of the local economy through green job growth, foster technological innovation, raise public awareness of climate change/energy conservation)* - *Raise public awareness of climate change and waste diversion.* - *Reduces amount of waste entering landfill, saving space.* - *Allows for better end use products of kitchen scraps (i.e. compost, soil amenders, etc.)*
Project start date	Indicate the project start date: January 2013

Project Transparency: Accountability and Reporting	
Scope	☑ The Project Designate certifies that the project outlined in this Project Plan is outside the LG (local government) corporate emissions boundary (as defined in the Carbon Neutral Workbook), within the local government's jurisdiction and BC, as per the Project Eligibility Requirements outlined in Appendix 1 of the *Becoming Carbon Neutral* guidebook.
Counted Once	☑The GHG reductions claimed from this project under the Carbon Neutral Framework have not been, and will not be, committed or sold as an emission reduction under any other alternate emission-offset scheme, as per the Project Eligibility Requirements outlined in Appendix 1 of the *Becoming Carbon Neutral* guidebook.
Measurement (***For Project 1E: AFCPs only***) ***Not Applicable***	☐ The Project Designate certifies that in the case of a Project 1E: Avoided Forest Conversion Project (AFCP) the eligible projects lands are owned by the local government and have been reserved or dedicated as park under section 30 of the *Community Charter* after the initial signing of the Climate Action Charter in 2007, and that a Forest Management Plan, to be updated every 10 years or more frequently, must be in place within six months of making public the first completed annual Self-Certification Template.
Ownership	☑ The local government proponent(s) claiming emission reductions from the Option 1 project outlined in this Project Plan have exclusive right to the legal and commercial benefits that arise from the GHG reductions from the Option 1 project, as per the Project Eligibility Requirements outlined in Appendix 1 of the *Becoming Carbon Neutral* guidebook.
Verification	☑ The Project Designate understands that he/she will be required to sign off the annual Verification Template Report for this project to verify that the estimated GHG reductions from this project actually occurred during the year in which they will be claimed, as per the Project Eligibility Requirements outlined in Appendix 1 of the *Becoming Carbon Neutral* guidebook.
BAU	☑ The Project Designate certifies that the Project meets Beyond Business as Usual (BAU) requirements a , b and c as per the GCC Project Eligibility Requirements outlined in Appendix 1 of the *Becoming Carbon Neutral* guidebook. If the Project referred to in this Project Plan is an Option 1, Avoided Forest Conversion Project, the Project Designates certifies that in addition, the AFCP meets criteria "d" of the BAU requirements.
Reports	☑The Project Designate, is aware of the public reporting requirements under the Climate Action Revenue Incentive Program (CARIP) and that after January 1, 2012, the CARIP reports will be revised to include information on total annual corporate emissions , the reductions being claimed from GHG projects undertaken under the Carbon Neutral Framework (Option 1 and 2) , and purchased offsets (Option 3) in order demonstrate carbon neutrality for any given year, as the Project Eligibility Requirements outlined in Appendix 1 of the *Becoming Carbon Neutral* guidebook.

Project Plan: Authorization and Sign Off

Project Designate

The information provided in this Project Plan, including the accountability and reporting requirements, is to the best of my knowledge correct and complete.

Designate Signature

May 1, 2020
Date

Title: Chief Financial Officer

Option 1D: Organic Waste Composting Project Self-Certification

Project Proponent Information	
Name of Local Government Project Proponent(s)	Provide the name of the local government(s) involved in the project and claiming GHG reductions from the project described in this Template. Capital Regional District, District of Central Saanich, City of Colwood, Town of Esquimalt, District of Highlands, City of Langford, District of Metchosin, District of North Saanich, District of Oak Bay, District of Saanich, Town of Sidney, District of Sooke, City of Victoria, Town of View Royal and the Islands Trust.
Project Designate appointed to sign off on the Self-Certification Template	Provide the name, phone and e-mail of the Project Designate duly authorized and having the legal capacity to sign off on this Template (e.g., CAO, CFO) Name: Nelson Chan Title: CRD Chief Financial Officer Phone: 250-360-3645 Email: nchan@crd.bc.ca
Project Contact	Provide a Project Contact name if different from above Name: Nikki Elliott Title: CRD Climate Action Coordinator Phone: 250-360-3048 Email: nelliott@crd.bc.ca
Project Information	
Project title	Provide project title and attach a copy of the original Project Plan previously made public. Option 1 D: Organic Waste Composting Project_ ☑ Copy of Project Plan attached
Timing and Amount of reductions being claimed	Indicate the amount of GHG reductions, expressed in tonnes, being claimed from the project and the timeframe during which the emission reductions being claimed occurred. Amount of GHG reductions: 5944.7 tonnes Timeframe: From January 2019 to December 2019
Certification that the required work occurred	☑ I declare that the project work required to achieve the GHG reductions from this project as estimated by the project profile used, actually occurred during the year in which they are being claimed, as per the Project Eligibility Requirements outlined in Appendix 1 of the *Becoming Carbon Neutral* guidebook.

Self Certification Template: Authorization and Sign off

Project Designate

The information provided in this Self Certification Template is to the best of my knowledge correct and complete.

N Chan — May 1, 2020

Designate Signature — Date

Title: Chief Financial Officer

Combined CARIP Carbon Tax Calculation - Attestation Form

Local Government Name:	District of Highlands
Contact Information	
Name:	Laura Beckett
Position:	Planner
Telephone number:	250-474-1773
Email address:	Lbeckett@highlands.ca

Calculation of carbon tax paid directly by the local government for fuel purchased between January 1 and December 31, 2019

	January 1 to March 31/2019				April 1 - December 31/2019			
Fuel Type	**Unit measure**	**Units**	**Tax Rate per unit, Jan 1, 2019 to March 31, 2019**	**Carbon Tax Paid**	**Units**	**Tax Rate per unit, April 1, 2019 to Decemebr 31, 2019**	**Carbon Tax Paid**	**Total Carbon Tax Paid in 2019**
Most common fuels in a local government context:								
Gasoline	Litre	1001	0.0778	77.8778	3070	0.0889	272.923	350.8008
Diesel	Litre	1019	0.0895	91.2005	3275	0.1023	335.0325	426.233
Bio-Diesel[2]	Litre		0.0895	0		0.1023	0	0
Natural Gas	Gigajoule[3]		1.7381	0		1.9864	0	0
Natural Gas	m3[3]		0.0665	0		0.076	0	0
Propane	Litre	884	0.0539	47.6476	2147.8	0.0616	132.30448	179.95208
Other fuels which are taxed:								
Heating Oil	Litre		0.0895	0		0.1023	0	0
Locomotive Fuel	Litre		0.0895	0		0.1023	0	0
Heavy Fuel Oil	Litre		0.1103	0		0.126	0	0
Aviation Fuel	Litre		0.0861	0		0.0984	0	0
Jet Fuel	Litre		0.0914	0		0.1044	0	0
Kerosene	Litre		0.0914	0		0.1044	0	0
Naphtha	Litre		0.0893	0		0.102	0	0
Methanol	Litre		0.0382	0		0.0436	0	0
Butane	Litre		0.0616	0		0.0704	0	0
Ethane	Litre		0.0343	0		0.0392	0	0
Refinery Gas	m3		0.0616	0		0.0704	0	0
Coke Oven Gas	m3		0.0564	0		0.0644	0	0
Coal -- Low Heat Value[4]	Tonne		62.2	0		71.08	0	0
Coal -- High Heat Value[4]	Tonne		72.7	0		83.08	0	0
Coke	Tonne		87.05	0		99.48	0	0
Petroleum Coke	Litre		0.1285	0		0.1468	0	0
Tires -- shredded[5]	Tonne		83.69	0		95.64	0	0
Tires -- whole[5]	Tonne		72.8	0		83.2	0	0
Peat	Tonne		35.77	0		40.88	0	0
Current Year Total Carbon Tax Paid:				$ 217			$ 740	$ 957
Previous Year Total Carbon Tax Paid (Value Entered by Local Government):								$ 755
Variance Calculation:							27%	$ 202

Values were obtained from Clean Government Reporting Tool: https://gov-bc.mythinkstep.com/dashboard.html#5ecc6b515855e

1. Only list fuels that were purchased for the local government's own use, on which carbon tax was paid, and where that carbon tax was not refunded or recovered from another party (e.g., through a lease arrangement). Also do not include any fuels that were exempted from carbon tax (for more information on exemptions see the *Carbon Tax Act* and its Regulations)

2. Bio-diesel blends must be prorated in order to claim the diesel and bio-diesel portions on the appropriate line. The proportion of the blend (B5, B10, B15 etc) that is conventional hydrocarbon-based diesel is included on the diesel line; consequently, the bio-diesel pro-rated amount must be entered on the bio-diesel line. For example, a 10,000 litre purchase of B10, which is 10% bio-diesel and 90% hydrocarbon-based diesel, would be recorded as 9,000 litres hydrocarbon-based diesel (90% of 10,000 purchased litres) and bio-diesel would be recorded as 1000 litres (10% of purchased bio-diesel).

3. Marketable Natural Gas may be recorded at either Gigajoules or m3

4. Low Heat Value Coal includes Sub-Bituminous Coal; High Heat Value Coal includes Bituminous Coal

5. Only include tires if they are combusted

I declare that the information contained in this Carbon Tax Calculation Form is true and correct and based on actual accounting records and not estimates.

I declare that the information contained in the 2019 Climate Action Revenue Incentive Program (CARIP) Survey submitted online to the Province on June 10, 2020 was made public on June 15, 2020.

Signature of Financial Officer: Laura Beckett

DISTRICT OF
HIGHLANDS

Files: 1855-23, 2240-51

June 11, 2020

Climate Action Revenue Incentive Program (CARIP)
Finance and Infrastructure Branch
Province of BC
PO BOX 9838 STN PROV GOVT
Victoria, BC V8W 9T1

Email: INFRA@gov.bc.ca

To Whom It May Concern:

Climate Action Revenue Incentive Program

At its June 1, 2020 Regular Meeting, District of Highlands Council resolved to not purchase offsets for the CARIP reporting year 2019, and directed that correspondence be sent to the Province of BC outlining its reasons.

In particular, Council said that declaring "carbon neutrality" through the Climate Action Revenue Incentive Program is based on a methodology that does not take into account all carbon inputs. As a result, the word "neutrality" is not accurate and can be misleading to the general public in light of the need for action with respect to climate change. Council acknowledged that this is a systemic problem and not solely related to the Province's methodology.

Additionally, Council indicated that because the current Provincial methodology for calculating greenhouse gas emissions does not include operating and embodied carbon, among other things, it does not accurately account for about half of local government corporate emissions.

Thank you for considering Council's comments.

Sincerely,

Tina Neurauter
Corporate Officer

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