

Climate Action Revenue Incentive (CARIP) Public Report for 2016

Local Government: Town of View Royal

Report Submitted by:

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The Town of View Royal has completed the 2016 Climate Action Revenue Incentive Program (CARIP) Public Report as required by the Province of BC. The CARIP report summarizes actions taken in 2016 and proposed for 2017 to reduce corporate and community-wide energy consumption and greenhouse gas emissions (GHG) and reports on progress towards achieving carbon neutrality.

2016 BROAD PLANNING ACTIONS

Broad Planning Actions

Broad Planning refers to high level planning that sets the stage for GHG emissions reductions, including plans such as Official Community Plans, Integrated Community Sustainability Plans, Climate Action Plans or Community Energy Emissions Plans. Land use planning that focuses on Smart Growth principles (compact, complete, connected, centred) plays an especially important role in energy and GHG reduction.

Community-Wide Actions Taken in 2016	
	Undertook Parks Master Plan update, with objectives that include increasing neighbourhood connectivity and improving opportunities for local recreation.
Community-Wide Actions Proposed for 2017	
	Conclude Parks Master Plan update, with objectives that include increasing neighbourhood connectivity and improving opportunities for local recreation.

Corporate Actions Taken in 2016	
Corporate Actions Proposed for 2017	

Broad Planning		
What is (are) your current GHG reduction target(s)?	<ul style="list-style-type: none"> 12% reduction (or 13,480 Co2 tonnes) by 2017 for total GHG emissions output of 27,369 CO2 tonnes). 33% reduction (or 32,678 Co2 tonnes) by 2030 for total GHG emissions output of 8,171 CO2 tonnes). 	
Has your local government used the Community Energy and Emissions Inventory (CEEI) to measure progress?		Yes

What plans, policies or guidelines govern the implementation of climate mitigation in your community?	
• Community Energy and Emissions (CEE) Plan	Yes
• Climate Action Plan	Yes
• Integrated Community Sustainability Plan	No
• Official Community Plan (OCP)	Yes
• Regional Growth Strategy (RGS)	Yes
• Do not have a plan	No
• Other:	No
Does your local government have a corporate GHG reduction plan?	Yes
Does your local government have a climate reserve fund or something similar?	No

2016 BUILDINGS AND LIGHTING ACTIONS

Building and Lighting Actions

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 when calculated over the long term. This category also includes reductions realized from energy efficient street lights and lights in parks or other public spaces.

Community-Wide Actions Taken in 2016	
Community-Wide Actions Proposed for 2017	

Corporate Actions Taken in 2016	
	Replaced first of six natural gas furnaces at Town Hall – new furnace has 20% increased efficiency
	Pilot project - solar-powered LED lighting in Portage Park installed
	Initial work on Long Term Financial Plan towards a capital asset management program.
Corporate Actions Proposed for 2017	
	Replace second of six natural gas furnaces at Town Hall – new furnace will have 20% increased efficiency

	Establish a capital asset management program for all tangible capital assets

2016 ENERGY GENERATION ACTIONS

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.

Community-Wide Actions Taken in 2016	
Community-Wide Actions Proposed for 2017	

Corporate Actions Taken in 2016	
Corporate Actions Proposed for 2017	

Energy Generation	
Is your local government developing, or constructing:	
• A district energy system	No
• A renewable energy system	No
Is your local government operating:	
• A district energy system	No
• A renewable energy system	No
Is your local government connected to a district energy system that is operated by another energy provider?	No
Are you aware of the Integrated Resource Recovery guidance page on the BC Climate Action Toolkit ?	Yes

2016 GREENSPACE/ NATURAL RESOURCE PROTECTION

Greenspace Actions

Greenspace/Natural Resource Protection refers to the creation of parks and greenways, boulevards, community forests, urban agriculture, riparian areas, gardens, recreation/school sites, and other green spaces, such as remediated brownfield/contaminated sites as well as the protection of wetlands, waterways and other naturally occurring features.

Community-Wide Actions Taken in 2016	
	Distributed 200 native tree seedlings (with location and care instructions) as part of Pitch-in Week
Community-Wide Actions Proposed for 2017	
	Amend Tree Protection Bylaw
	Develop tree canopy and urban forestry policy

Corporate Actions Taken in 2016	
Corporate Actions Proposed for 2017	

Greenspace	
Does your local government have urban forest policies, plans or programs?	No

2016 SOLID WASTE ACTIONS

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.

Community-Wide Actions Taken in 2016	
Community-Wide Actions Proposed for 2017	

Corporate Actions Taken in 2016	
Corporate Actions Proposed for 2017	

Solid Waste	
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

2016 TRANSPORTATION ACTIONS

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.

Community -Wide Actions Taken in 2016	
Community-Wide Actions Proposed for 2017	
	Transportation Master Plan update to consider improvements for non-automobile modes of transportation

Corporate Actions Taken in 2016	
Corporate Actions Proposed for 2017	
	Replace 1993 Chevy 1 ton pickup with 2016 Ford 1 ton pickup
	Replace 1991 Chevy 1/2 ton pickup (Old Blue) with 2016 Ford 1 ton pickup

Transportation	
Does your local government have policies, plans or programs to support:	
• Walking	Yes
• Cycling	Yes
• Transit Use	Yes
• Electric Vehicle Use	No
• Other (please specify)	No
Does your local government have a transportation demand management (TDM) strategy (e.g. to reduce single-vehicle occupancy trips, increase travel options, provide	No

incentives to encourage individuals to modify travel behavior)?	
Does your local government have policies, plans or programs to support local food production (thus reducing transportation emissions)?	No

2016 WATER AND WASTEWATER ACTIONS

water and wastewater Actions

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.

Community-Wide Actions Taken in 2016	
Community-Wide Actions Proposed for 2017	

Corporate Actions Taken in 2016	
	Replaced Price Bay sewer pump station with higher efficiency equipment
Corporate Actions Proposed for 2017	
	Replace Wilfert sewer lift station with new higher efficiency equipment
Water Conservation	
Does your local government have water conservation policies, plans or programs?	No

2016 CLIMATE CHANGE ADAPTATION ACTIONS

For local governments, adaptation to a changing climate can take the form of changes in policy, management, technology and behaviour that minimize negative impacts or exploit opportunities.

It can involve both “hard” and “soft” solutions, including: changes in infrastructure engineering, planning, zoning, bylaws, and public education.

Climate Change Adaptation Actions Taken in 2016	
Climate Change Adaptation Actions Proposed for 2017	

Resources you have used to support climate change adaptation (e.g. Plan2Adapt , Preparing for Climate Change: Implementation Guide)	

In 2016 did you consider climate change impacts in any of the following areas? (check if yes)	
Risk reduction strategies Risk and Vulnerability assessment Asset management Infrastructure upgrades (e.g. stormwater system upgrades) Cross-department working groups Emergency response planning Land-use policy changes (eg. OCP, DPA) Economic diversification initiatives Ecosystem-based approaches (incl. shorelines) Incentives (e.g. property owner reducing stormwater run-off) Public education and awareness Research (e.g. mapping, participation in studies) Other (Please Identify):	

2016 OTHER CLIMATE ACTIONS

This section provides local governments the opportunity to report other climate actions that are not captured in the categories above.

Community-Wide Actions Taken in 2016	
Community-Wide Actions Proposed for 2017	

Corporate Actions Taken in 2016	
Corporate Actions Proposed for 2017	

Other	
Are you familiar with the Community Lifecycle Infrastructure Costing Tool (CLIC) ?	Yes
Have you used CLIC?	No

INNOVATION AND PEER-TO-PEER LEARNING

INNOVATION

This section provides the opportunity to showcase an innovative Corporate and/or Community-Wide GHG reduction or climate change adaptation activity that your local government has

undertaken and that has had or has the potential to have a significant impact. Projects included here may be featured as success stories on the B.C. Climate Action Toolkit and/or shared with other local governments to inspire further climate action. Please add links to additional information where possible.

Community-Wide Innovative Action

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Corporate Innovative Action

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Programs, Partnerships and Funding Opportunities

Local governments often rely on programs, partnerships and funding opportunities to achieve their climate action goals. Please share the names of programs and organizations that have supported your local government's climate actions by listing each entry in the box below.

Programs and Funding

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2016 CARBON NEUTRAL REPORTING

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

Prior to completing this survey, please ensure that you are familiar with guidance available on the B.C. Climate Action Toolkit website, especially Becoming Carbon Neutral: A Guide for Local Governments in British Columbia.

Reporting Emissions

Did you measure your local government's corporate GHG emissions in 2016?	Yes
If your local government measured 2016 corporate GHG emissions, please report the number of corporate GHG emissions (in tonnes of carbon dioxide equivalent) from services delivered <u>directly</u> by your local government:	112

If your local government measured 2016 corporate GHG emissions, please report the number of corporate GHG emissions (in tonnes of carbon dioxide equivalent) from <u>contracted</u> services:	237.7
TOTAL A: CORPORATE GHG EMISSIONS FOR 2016	349.7 tCO₂e

Reporting Reductions and Offsets

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

- undertake GCC-supported Option 1 Projects
- undertake GCC-supported Option 2 Projects (community GHG emissions reduction projects that meet project eligibility requirements)
- purchase carbon offsets from a credible offset provider

If applicable, please report the 2016 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO₂e)) being claimed from Option 1 GHG Reduction Projects:

OPTION 1 PROJECTS	REDUCTIONS
Energy Efficient Retrofits	
Solar Thermal	
Household Organic Waste Composting	
Town of View Royal	213.5
CRD -	92.2
Low Emission Vehicles	
Avoided Forest Conversion	
TOTAL B: REDUCTIONS FROM OPTION 1 PROJECTS FOR 2016	305.7 tCO₂e

If applicable, please report the names and 2016 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO₂e)) being claimed from Option 2 GHG Reduction Projects:

OPTION 2 PROJECT NAME	REDUCTIONS

TOTAL C: REDUCTIONS FROM OPTION 2 PROJECTS FOR 2016	tCO₂e

If applicable, please report the number of offsets purchased (in tonnes of carbon dioxide equivalent (tCO₂e)) from an offset provider for the 2016 reporting year:

(NOTE: DO NOT INCLUDE ANY FUNDS THAT MAY BE SET ASIDE IN A CLIMATE ACTION RESERVE FUND)

OFFSET PROVIDER NAME	OFFSETS
Offsetters.ca	44
TOTAL D: OFFSETS PURCHASED FOR 2016	44 tCO₂e

TOTAL REDUCTIONS AND OFFSETS FOR 2016 (Total B+C+D) = 349.7 tCO₂e

Corporate GHG Emissions Balance for 2016

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 2016 = (A – (B+C+D)) = 0 tCO₂e

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

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.

This year a new recognition level has been added – **Level 3: Accelerating Progress on Charter Commitments**–. 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, and 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 – Accelerating Progress on Charter Commitments: for those local governments who have achieved level 1 and 2 and have demonstrated undertaking significant action (corporately or community wide) to reduce GHG emissions in the reporting year (ie: through undertaking a GHG reduction project, purchasing offsets, establishing a reserve fund).

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

For purposes of 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 or financial resources and is intended to result in significant GHG reductions:

PROJECT NAME:


Based on your local government's 2016 CARIP Climate Action/Carbon Neutral Progress Survey, please check the GCC Climate Action Recognition Program level that best applies:

<input type="checkbox"/>	Level 1 – Demonstrating Progress on Charter Commitments	
<input type="checkbox"/>	Level 2 – Measuring GHG Emissions	
<input type="checkbox"/>	Level 3 – Accelerating Progress on Charter Commitments	
<input type="checkbox"/>	Level 4 - Achievement of Carbon Neutrality	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Not Sure	

Appendix 7. Sample Project Plan Template (Option 1 Projects)

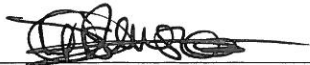
This form is also available online at www.toolkit.bc.ca/cnlg (Under the HOW tab). Local governments may choose alternate formats to the templates provided; however the substance must be the same as those provided in the sample templates.

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. <u>TOWN OF VIEW ROYAL</u>
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 <u>DAWN CHRISTENSON</u> Title <u>DIRECTOR OF FINANCE</u> Phone <u>250.479-6800</u> Email <u>dchristenson@viewroyal.ca</u>
Project Contact	Provide a Project Contact name if different from above Name <u>JEFF CHOW, MCI, RPP</u> Title <u>SENIOR PLANNER</u> Phone <u>250.479-6800</u> Email <u>jchow@viewroyal.ca</u>
Project Information	
Project title	Provide project title <u>HOUSEHOLD ORGANIC WASTE COMPOSTING PROJECT</u>
Option 1 Project Profile	Confirm which Option 1 project and project profile you are implementing. Check only one per Project Plan Template submitted: <input type="checkbox"/> Project 1A: Low Emission Vehicles <input type="checkbox"/> Project 1B: Energy Efficient Building Retrofits and Fuel Switching <input type="checkbox"/> Project 1C: Solar Thermal <input checked="" type="checkbox"/> Project 1D: Household Organic Waste Composting <input type="checkbox"/> 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). <u>• weekly curbside collection of household organic waste</u> <u>• biannual curbside collection of household garden waste</u> <u>• dropoff facility for lawn/yard/garden waste</u>
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) <u>• waste diversion</u> <u>• public awareness</u> <u>• local green job growth</u>
Project start date	Indicate the project start date: <u>JAN. 1, 2009</u>

Project Transparency: Accountability and Reporting	
Scope	<input checked="" type="checkbox"/> 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 <i>Becoming Carbon Neutral</i> guidebook.
Counted Once	<input checked="" type="checkbox"/> 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 <i>Becoming Carbon Neutral</i> guidebook.
Measurement (For Project 1E: AFCPs only) <i>n/a</i>	<input type="checkbox"/> 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 <i>Community Charter</i> 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	<input checked="" type="checkbox"/> 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 <i>Becoming Carbon Neutral</i> guidebook.
Verification	<input checked="" type="checkbox"/> 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 <i>Becoming Carbon Neutral</i> guidebook.
BAU	<input checked="" type="checkbox"/> 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 <i>Becoming Carbon Neutral</i> 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	<input checked="" type="checkbox"/> 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 <i>Becoming Carbon Neutral</i> guidebook.
Project Plan: Authorization and Sign Off	
<p><u>Project Designate</u></p> <p>The information provided in this Project Plan, including the accountability and reporting requirements, is to the best of my knowledge correct and complete.</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  Designate Signature </div> <div style="text-align: center;"> <u>June 1, 2017</u> Date </div> </div> <div style="text-align: center; margin-top: 10px;"> <u>Director of Finance</u> Title </div>	

Sample Self-Certification Template (Option 1D)

This form is also available online at <http://www.toolkit.bc.ca/cnlg>. Local governments may choose alternate formats to the templates provided; however the substance must be the same as those provided in the sample templates.

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. <i>Town of View Royal</i>
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: Dawn Christenson, CPA Title: Director of Finance Phone: 250-479-6800 Email: dchristenson@viewroyal.ca
Project Contact	Provide a Project Contact name if different from above Name: Jeff Chow, MCIP, RPP Title: Senior Planner Phone: 250-479-6800 Email: jchow@viewroyal.ca
Project Information	
Project title	Provide project title and attach a copy of the original Project Plan previously made public. <input checked="" type="checkbox"/> Copy of Project Plan attached
Timing and Amount of reductions being claimed	Indicate the <u>amount</u> of GHG reductions, expressed in tonnes, being claimed from the project and the <u>timeframe</u> during which the emission reductions being claimed occurred. Amount of GHG reductions: 213.5 tonnes Timeframe: From January 2016 to December 2016
Certification that the required work occurred	<input checked="" type="checkbox"/> 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 <i>Becoming Carbon Neutral</i> guidebook.
Self Certification Template: Authorization and Sign off	
<u>Project Designate</u> <i>The information provided in this Self Certification Template is to the best of my knowledge correct and complete.</i>  Designate Signature <u>June 1, 2017</u> Date 	
<u>Director of Finance</u> Title	

landfill location **Hartland** <-Enter Former Receiving Landfill

Lag time before start of gas production, lag =

Methane (density) - 1atm, 25C

Carbon dioxide (density)

Kitchen Scraps

Methane Generation Rate, k =

Gas Production potential, Lo =

Yard Waste

Methane Generation Rate, k =

Gas Production potential, Lo =

0 years

0.6557 kg/m³

1.7988 kg/m³

Note GHG credits are not seen till the following year

(25C,SP)

(25C,SP)

0.09 <- Locked

160 m³ CH₄/tonne

0.09 <-Locked

140 m³ CH₄/tonne

Notes:

Input values only in the shaded cells.

(1) If the landfill selected does not have a landfill gas collection system, input zero as the Collection Efficiency for each year.

Net Tonnes Diverted From Landfill

INSTRUCTIONS: Enter tonnes of organic waste diverted, project type, and LFG collection efficiency. (1)

Year	Kitchen Scraps (tonnes)	Yard Waste (tonnes)	Project type	Lanapuu Gas Collection Efficiency (%) ⁽¹⁾	Year	Total Landfill emissions avoided	Project emissions (e.g. composting)	Amount you can claim (tonnes)
2007	0	0	DEFAULT - Turned Compost (basic	0%	2007	0.0	0.0	0.0
2008	0	0	DEFAULT - Turned Compost (basic	0%	2008	0.0	0.0	0.0
2009	0	0	DEFAULT - Turned Compost (basic	0%	2009	0.0	0.0	0.0
2010	0	0	DEFAULT - Turned Compost (basic	0%	2010	0.0	0.0	0.0
2011	277.61	23.79	DEFAULT - Turned Compost (basic	0%	2011	384.3	54.3	330.1
2012	280.75	22.9	DEFAULT - Turned Compost (basic	0%	2012	353.9	54.7	299.3
2013	297.98	15.28	DEFAULT - Turned Compost (basic	0%	2013	328.5	56.4	272.1
2014	271.08	123.83	DEFAULT - Turned Compost (basic	0%	2014	349.8	71.1	278.7
2015	345.14	125.83	DEFAULT - Turned Compost (basic	0%	2015	353.4	84.8	268.6
2016	377.23	135.1215	DEFAULT - Turned Compost (basic	75%	2016	305.7	92.2	213.5
2017	0	0	DEFAULT - Turned Compost (basic	75%	2017	0.0	0.0	0.0
2018	0	0	DEFAULT - Turned Compost (basic	75%	2018	0.0	0.0	0.0
2019	0	0	DEFAULT - Turned Compost (basic	75%	2019	0.0	0.0	0.0
2020	0	0	DEFAULT - Turned Compost (basic	75%	2020	0.0	0.0	0.0
2021	0	0	DEFAULT - Turned Compost (basic	75%	2021	0.0	0.0	0.0
2022	0	0	DEFAULT - Turned Compost (basic	75%	2022	0.0	0.0	0.0
2023	0	0	DEFAULT - Turned Compost (basic	75%	2023	0.0	0.0	0.0
2024	0	0	DEFAULT - Turned Compost (basic	75%	2024	0.0	0.0	0.0
2025	0	0	DEFAULT - Turned Compost (basic	75%	2025	0.0	0.0	0.0
2026	0	0	DEFAULT - Turned Compost (basic	75%	2026	0.0	0.0	0.0
2027	0	0	DEFAULT - Turned Compost (basic	75%	2027	0.0	0.0	0.0
2028	0	0	DEFAULT - Turned Compost (basic	75%	2028	0.0	0.0	0.0
2029	0	0	DEFAULT - Turned Compost (basic	75%	2029	0.0	0.0	0.0
2030	0	0	DEFAULT - Turned Compost (basic	75%	2030	0.0	0.0	0.0
2031	0	0	DEFAULT - Turned Compost (basic	75%	2031	0.0	0.0	0.0
2032	0	0	DEFAULT - Turned Compost (basic	75%	2032	0.0	0.0	0.0
2033	0	0	DEFAULT - Turned Compost (basic	75%				
2034	0	0	DEFAULT - Turned Compost (basic	75%				
2035	0	0	DEFAULT - Turned Compost (basic	75%				
2036	0	0	DEFAULT - Turned Compost (basic	75%				
2037	0	0	DEFAULT - Turned Compost (basic	75%				
2038	0	0	DEFAULT - Turned Compost (basic	75%				
2039	0	0	DEFAULT - Turned Compost (basic	75%				
2040	0	0	DEFAULT - Turned Compost (basic	75%				
2041	0	0	DEFAULT - Turned Compost (basic	75%				
2042	0	0	DEFAULT - Turned Compost (basic	75%				
2043	0	0	DEFAULT - Turned Compost (basic	75%				
2044	0	0	DEFAULT - Turned Compost (basic	75%				
2045	0	0	DEFAULT - Turned Compost (basic	75%				
2046	0	0	DEFAULT - Turned Compost (basic	75%				
2047	0	0	DEFAULT - Turned Compost (basic	75%				
2048	0	0	DEFAULT - Turned Compost (basic	75%				
2049	0	0	DEFAULT - Turned Compost (basic	75%				
2050	0	0	DEFAULT - Turned Compost (basic	75%				
2051	0	0	DEFAULT - Turned Compost (basic	75%				
2052	0	0	DEFAULT - Turned Compost (basic	75%				
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2056	0	0	DEFAULT - Turned Compost (basic	75%				
2057	0	0	DEFAULT - Turned Compost (basic	75%				
2058	0	0	DEFAULT - Turned Compost (basic	75%				
2059	0	0	DEFAULT - Turned Compost (basic	75%				
2060	0	0	DEFAULT - Turned Compost (basic	75%				
2061	0	0	DEFAULT - Turned Compost (basic	75%				
2062	0	0	DEFAULT - Turned Compost (basic	75%				
2063	0	0	DEFAULT - Turned Compost (basic	75%				
2064	0	0	DEFAULT - Turned Compost (basic	75%				
2065	0	0	DEFAULT - Turned Compost (basic	75%				
2066	0	0	DEFAULT - Turned Compost (basic	75%				
2067	0	0	DEFAULT - Turned Compost (basic	75%				

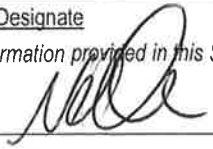


Making a difference...together

File: 5220-20
Greenhouse Gas Credits

Organics Waste Diversion (Project Profile 1D)

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 Administrative Officer Phone: 250-360-3645 Email: nchan@crd.bc.ca
Project Contact	Provide a Project Contact name if different from above Name: Amanda Broad Title: CRD Climate Action Coordinator (Acting) Phone: 250-360-3048 Email: abroad@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_ <input checked="" type="checkbox"/> Copy of Project Plan attached
Timing and Amount of reductions being claimed	Indicate the <u>amount</u> of GHG reductions, expressed in tonnes, being claimed from the project and the <u>timeframe</u> during which the emission reductions being claimed occurred. Amount of GHG reductions: 3307.8 tonnes Timeframe: From January 2016 to December 2016
Certification that the required work occurred	<input checked="" type="checkbox"/> 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 <i>Becoming Carbon Neutral</i> guidebook.
Self Certification Template: Authorization and Sign off	
<u>Project Designate</u> The information provided in this Self Certification Template is to the best of my knowledge correct and complete.  _____ Designate Signature Title: Chief Financial Officer Date: Apr. 19, 2017	



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Greenhouse Gas Credits

Organics Waste Diversion (Project Profile 1D)

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. <i>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.</i>
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: Amanda Broad Title: Climate Action Program Coordinator (Acting) Phone: 250.360.3048 Email: abroad@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: <input type="checkbox"/> Project 1A: Low Emission Vehicles <input type="checkbox"/> Project 1B: Energy Efficient Building Retrofits and Fuel Switching <input type="checkbox"/> Project 1C: Solar Thermal <input checked="" type="checkbox"/> Project 1D: Household Organic Waste Composting <input type="checkbox"/> 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). <ul style="list-style-type: none"> - 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. The haulers have been notified of the CRD's intention to claim the credits. - Approximately 6655 tonnes of additional kitchen scraps were diverted from the industrial, commercial, institutional, and private residential sector in 2016.
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) <ul style="list-style-type: none"> - 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



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Greenhouse Gas Credits

Organics Waste Diversion (Project Profile 1D)

Project Transparency: Accountability and Reporting	
Scope	<input checked="" type="checkbox"/> 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 <i>Becoming Carbon Neutral</i> guidebook.
Counted Once	<input checked="" type="checkbox"/> 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 <i>Becoming Carbon Neutral</i> guidebook.
Measurement (For Project 1E: AFCPs only) Not Applicable	<input type="checkbox"/> 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 <i>Community Charter</i> 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	<input checked="" type="checkbox"/> 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 <i>Becoming Carbon Neutral</i> guidebook.
Verification	<input checked="" type="checkbox"/> 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 <i>Becoming Carbon Neutral</i> guidebook.
BAU	<input checked="" type="checkbox"/> 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 <i>Becoming Carbon Neutral</i> 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	<input checked="" type="checkbox"/> 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 <i>Becoming Carbon Neutral</i> guidebook.
Project Plan: Authorization and Sign Off	
<u>Project Designate</u> 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 Apr. 19, 2017 Date Title: Chief Financial Officer	

Jeff Chow

From: Amanda Broad <abroad@crd.bc.ca>
Sent: April-19-17 4:16 PM
To:

Subject: CARIP Reporting: Carbon Neutral Balancing Credits (ICI) 2016
Attachments: Option1D Organic Waste Composting Project Self Certification 2016.pdf; Option1D Organic Waste Composting Project Plan 2016.pdf

Good Afternoon Members of the CRD Climate Action IMWG,

Please find a breakdown of the 'balancing credits' each local government is able to claim in their 2016 carbon neutral reporting based on the Option 1D: Organic Waste Diversion Project Profile from the Industrial – Commercial – Industrial (ICI) sector and private haulers. **If you choose, you can include this in your CARIP reporting, to reduce your local government's overall carbon liability.** This breakdown does not include local government household organics diversion.

	2016 Population Census	% of Population (2016)	Total Available to Claim for 2016 Reporting (tCO ₂ e)
			3307.8
Esquimalt	17655	0.047299976	156.5
Oak Bay	18094	0.048476113	160.3
Saanich	114148	0.305816919	1011.6
Victoria	85792	0.229847611	760.3
View Royal	10408	0.027884347	92.2
Central Saanich	16814	0.045046831	149.0
North Saanich	11249	0.030137493	99.7
Sidney	11672	0.031270763	103.4
Colwood	16859	0.045167392	149.4
Highlands	2225	0.005961056	19.7
Langford	35342	0.094685685	313.2
Metchosin	4708	0.012613327	41.7
Sooke	13001	0.034831322	115.2
Islands Trust	15289	0.040961163	135.5
Total	373256	1	3307.8

Balancing credits were determined using the BC local government specific methodology found here:

- [Becoming Carbon Neutral: A Guidebook for Local Governments in British Columbia](#)
The guidebook outlines ways for local governments to achieve their goal to become carbon neutral, using options that have been specifically designed to meet local government needs and their desire to invest in locally-based GHG reduction projects. It has been prepared for use by local government staff who are responsible for measuring and reporting on carbon neutrality.
- [Green Communities Carbon Neutral Framework Option 1D: Project Profile – Organic Waste Composting](#) (found at the bottom of the page [here](#))
This project profile provides guidance on estimating the amount of greenhouse gas (GHG) emissions that can be reduced by diverting organic^[1] waste into a centralized community composting system rather than sending it to a landfill.

Allocation is based on percentage of total population.

To determine the balancing credits, the following steps were completed, as per the *Becoming Carbon Neutral Guidebook*:

Table 3: Implementing Option 1

Step	For more information
1. Review the information on Option 1 projects and determine if any of these are valid options for your community.	Appendices 2 – 6
2. Complete, sign and make public a Project Plan Template to undertake one (or more) of these four GCC-supported projects.	See sample template in Appendix 7
3. Implement the project and calculate the project GHG emission reductions.	Appendices 2 – 6 include methodologies for detailed calculations
4. Complete, sign and make public a Self-Certification Template to certify that the required work was completed in the specified time frame to result in the GHG reductions being claimed.	See sample template in Appendix 8
5. Prepare the annual Climate Action Revenue Incentive Program (CARIP) Report and include information on progress towards carbon neutrality. Retain all project paperwork on file in accordance with local government administrative policy and procedures.	See Section 3 and Appendix 12 for information on revised CARIP reporting]

If you choose to use the balancing credits, please append the attached Project Plan Template to your public CARIP report (as per Step 2 above). You are also required to retain the attached Self-Certification Template on file in accordance with local government administrative policy and procedures (as per Step 5 above).

The deadline for CARIP reporting is June 1st. Should you have any questions, please let me know.

Best regards,

Amanda Broad | Climate Action Program Coordinator (Acting)
Capital Regional District | 250.360.3048 | abroad@crd.bc.ca

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the message and any attachments without reading the attachments. Any dissemination, distribution or copying of this communication by anyone other than the intended recipient is strictly prohibited. Thank you. Please consider the environment before printing this email.

^[1] Organic waste can include food waste and organic yard waste such as grass clippings, but should try to avoid branches and other woody debris. This is because woody material does not decompose at the same rate.