

Climate Action Revenue Incentive Program (CARIP) Public Report

Climate Action Revenue Incentive (CARIP)

Public Report for YEAR 2013

City of Courtenay

Comox Valley Regional District



Report Submitted by

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General Information

Name of Local Government	City of Courtenay
Member of Regional District (RD)	Comox Valley Regional District
Regional Growth Strategy (RGS) in region	Yes
Population	24,099

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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	Like last year, we'll publish an annual State of the Environment report - this year for Earth Week. We will include new data as well as the reminder that our GHGs have increased between the last CEEI inventory period. Other data will include update on transportation trends (2011 census), water and waste rates and a large section on ecological indicators - stream health.

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 <i>Local Governments Act (LGA)</i> ? If yes, please identify the targets set. If no or in progress, please comment.
Answer	Yes
Additional Information	20% below 2007 levels by 2020

1.3 Reduce

Supportive Community Wide Actions

Action Type	Broad Planning
Actions Taken this Year	Transportation Master Plan is about to wrap up. Last year was a major year for this work. Plan will provide guidance on 'complete streets' as we build out. We also conducted a Quick Start Community Energy and Emissions Planning program through BC Hydro and BC Alternative Energy Association. We have not yet taken the report to Council, but plan to for

	Earth Week. In it, a number of actions are identified for over next 5 year work plan. Also adopted a Local Area Plan that has the strongest ecological protection language to date.
Proposed Actions for Next Year	Transportation plan implementation each year. Council have mandated that staff identify one 'complete street' project for implementation. CAVI goals for this year are to focus on how Sustainable Service Delivery links to ecologically wise watershed management (e.g. rainwater management)

Action Type	Building and Lighting
Actions Taken this Year	Not much progress in this area
Proposed Actions for Next Year	Downtown revitalization has been identified by Council as a strategic priority. We may expect some research and implementation on incentives to downtown revitalization - (hopefully density/housing)

Action Type	Energy Generation
Actions Taken this Year	Not much progress in this area
Proposed Actions for Next Year	Don't see it on the horizon given existing workplans

Action Type	Green Space
Actions Taken this Year	Not much progress in this area
Proposed Actions for Next Year	2014 promises to be an exciting year for this area. Our tree protection bylaw is being reviewed for efficacy. We expect to expand the areas of protection. Also, a parks acquisition strategy will begin this year.

Action Type	Transportation
Actions Taken this Year	See Broad planning category above
Proposed Actions for	A detailed cycling strategy will fall out of the adoption of the Transportation Master Plan.

Next Year	However its not likely to occur in 2014.
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Action Type	Waste
Actions Taken this Year	Explored option of curbside organics collection, but was not adopted
Proposed Actions for Next Year	MMBC will begin this year, strong education and diversion focus

Action Type	Water/Sewer
Actions Taken this Year	Continue to offer low flush toilet rebates
Proposed Actions for Next Year	Toilet rebates. Beyond that, unlikely this year. Some planning has started.

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

Direct Community Wide Actions

Action Type	Buildings
Actions Taken this Year	Not much progress in this area
Proposed Actions for Next Year	Not on work plan

Action Type	Energy Generation
Actions Taken this Year	Explored an opportunity for bio-energy generation with new hospital/North Island College and supportive businesses.

Proposed Actions for Next Year	Not on work plan
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Action Type	Transportation
Actions Taken this Year	Approval of our first dedicated retrofitted bike lane. Bus shelter program on going. Some greenway connections acquired through rezoning. Continuing to work on the HASTe active school travel planning program. Continued participation in Comox Valley Cycling Task Force.
Proposed Actions for Next Year	More greenway connections will be built through rezoning agreements that are currently in place. Will continue with HASTe. Comox Valley Cycling Task Force will have sunset clause this year. We are figuring out how the Task Force could be expanded to include a more holistic consideration of transportation to more effectively advocate for active modes.

Action Type	Waste
Actions Taken this Year	Not much progress in this area
Proposed Actions for Next Year	Not on work plan

Action Type	Water/Sewer
Actions Taken this Year	We regularly do tree replantings on our public lands, often dependent on green grant opportunities.
Proposed Actions for Next Year	Grants have been applied for, hopefully will receive in order to plant more. If Council approve, will have a stream restoration project to complete.

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

Action Type	
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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	<p>Arden Corridor Local Area Plan (now adopted). Was a highly engaging community building and education process. Everyone felt very positive about the Plan. Plan was crafted with public in mind (highly visual, educative, engaging material) with hope that it will help community to take ownership and steward plan (which they requested). Council also happy with plan - noted that it was a good 'trust building' exercise and that they learned a lot about the extremely environmentally sensitive neighbourhood. Innovative Environmental Development Permit guideline language that takes a precautionary approach. Conservation groups pleased with level of detail in EDP guidelines with hopes that it will result in more effective implementation. More information on plan and process at: http://www.courtenay.ca/planning/arden-local-area-plan.aspx Have applied for a PIBC award for it</p>

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	The City of Courtenay has assembled an inventory of corporate assets and uploaded this information into the SMARTtool software. The energy consumption data from our corporate assets are uploaded to the software using various conversion tools. The outputs provide a breakdown of our corporate emissions profile.

Question	What tool are you using to measure, track and report on your corporate emissions?
Answer	The City of Courtenay uses the SMARTtool software to measure and track our corporate and contracted emissions.

2.2 Reduce

Supportive Corporate Actions

Action Type	Broad Planning
Actions Taken this Year	A corporate climate action plan was adopted in 2009. This plan continues to guide broad planning decisions.
Proposed Actions for Next Year	Continue to Review and update our Corporate Climate Action Plan where appropriate.

Action Type	Building and Lighting
Actions Taken this Year	The City continues to monitor energy consumption from our corporate buildings. When possible, energy upgrades are performed to reduce our emissions profile.
Proposed Actions for Next Year	Continue to source grants and funding for building upgrades. Perform feasibility studies where possible for green energy generation. Continue to follow Corporate Climate Action

Plan.

Action Type	Energy Generation
Actions Taken this Year	The City undertook a detailed feasibility study for a possible District Energy facility. This system could potentially meet the needs of 5 public sector buildings.
Proposed Actions for Next Year	Continue to monitor effectiveness of existing alternate energy projects and build business cases for future projects.

Action Type	Transportation
Actions Taken this Year	The City continues to promote bike to work week. The city also continued with its Creative Commute program as an incentive to alternate transportation.
Proposed Actions for Next Year	Continue to implement low carbon transportation alternatives.

Action Type	Water/Sewer
Actions Taken this Year	2013 Inflow & Infiltration Study
Proposed Actions for Next Year	Continue to investigate for Inflow & Infiltration

Action Type	Other Actions
Actions Taken this Year	The City released a new intranet that improves communications at all levels. The City's green team has a new avenue for education and promotion.
Proposed Actions for Next Year	

Direct Corporate Actions

Action Type	Building and Lighting
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Actions Taken this Year	Major lighting and energy retrofit to recreation facility.
Proposed Actions for Next Year	Plan for museum boiler upgrade/conversion

Action Type	Energy Generation
Actions Taken this Year	Completed Monitoring and Verification process for the 2012 Solar outdoor pool project.
Proposed Actions for Next Year	None planned for 2014

Action Type	Fleet
Actions Taken this Year	The City purchased two bicycles (one electric) for business transportation as an alternative to driving.
Proposed Actions for Next Year	Continue to work with purchasing department on fleet "right-sizing" and vehicle optimization.

Action Type	Waste
Actions Taken this Year	Introduced increase service and infrastructure for waste diversion in all civic buildings. Organics diversion implemented at some office and recreation facilities.
Proposed Actions for Next Year	Implement new MMBC recycling regulation to civic facilities.

Action Type	Water/Sewer
Actions Taken this Year	5 repairs to water system as a result of I&I study. Replacement of 2 pumps to more efficient models.
Proposed Actions for Next Year	Continue to repair systems that are identified through I&I studies.

Action Type	
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Green Space	
Actions Taken this Year	We regularly do tree replantings on our public lands, often dependent on green grant opportunities.
Proposed Actions for Next Year	Grants have been applied for, hopefully will receive in order to plant more. If Council approve, will have a stream restoration project to complete.

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	"1. District energy feasibility study: http://www.courtenay.ca/media/208898/city of courtenay des feasibility study final 2013 02 21.pdf 2. Development of a regional community carbon marketplace. "

Carbon Neutral Progress Reporting

3.1 Carbon Neutral Progress Reporting

Emissions/Offsets	Tonnes CO2e
Annual corporate emissions using SMARTTool or equivalent inventory tool	1118.79
<i>Emissions from services delivered directly by the local government</i>	767
<i>Emissions from contracted services</i>	351.79
Less:	0
GHG reductions being claimed for this reporting year from Option 1 - GHG reduction project	
<i>Energy Efficient Building Retrofits and Fuel Switching</i>	0
<i>Solar Thermal</i>	0
<i>Household Organic Waste Composting</i>	0
<i>Low Emissions Vehicles</i>	0
Less:	0
GHG reductions being claimed for this reporting year from Option 2 - GHG reduction projects	
<i>Option 2 Project A</i>	0
<i>Option 2 Project B</i>	0
<i>Sum of Other Option 2 Projects (if you have added projects below)</i>	0
Less:	
<i>Offsets purchased for this reporting year (Option 3). Please identify your offset provider in the offset provider information section below.</i>	
Balance of corporate emissions for this reporting year. <i>(If the corporate emissions balance is zero, your local government is carbon neutral for this reporting year)</i>	1118.79
Additional "Option 2" Projects	
<i>Option 2 Project C</i>	
<i>Option 2 Project D</i>	
<i>Option 2 Project E</i>	
<i>Option 2 Project F</i>	
<i>Option 2 Project G</i>	
<i>Option 2 Project H</i>	

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	This is an Interim CARIP report. The City of Courtenay will provide a Final CARIP report by June 2, 2014. The City of Courtenay in collaboration with other regional municipalities is in the process of

creating a Community Carbon Marketplace. The City would prefer to achieve carbon neutrality by purchasing local offsets from GHG reduction projects to balance emissions from 2013.

3.3 Offset Provider Information

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

Question	The offsets being claimed in this CARIP Report were purchased from the offset provider(s) indicated above prior to making this CARIP report public (please indicate yes or no):
Answer	

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	



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 (insert name of local government) and that this report was made public on (date)

Name, Title (print) CFO

T. Manthey, Director of Financial Services

Signature:

[Handwritten Signature]

Date:

May 28, 2014

INTERIM CARIP Report attestation:

I declare that this is the *Interim* 2013 CARIP Public Report for (insert name of local government) and that this Report was made public on (insert date)

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

Signature:

Date:
