

#34

**COMPLETE**

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## Page 2: LOCAL GOVERNMENT INFORMATION

**Q1 Name of Local Government** Courtenay, The Corporation of the City of

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**Q2 Name of member Regional District** Comox Valley

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**Q3 Regional Growth Strategy (RGS) in your region** Yes

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**Q4 Population** 10,000 - 49,999

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**Q5 Submitted by**

**Name** Brandon Donais  
**Position** Engineering Technologist  
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**Phone Number** 250-334-4441

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## Page 3: BROAD PLANNING ACTIONS

**Q6 Community-Wide Broad Planning Actions Taken in 2018**

1. Urban Forest Strategy initiated
  2. Transportation Master Plan initiated
  3. Integrated Rainwater Management Plan initiated
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**Q7 Additional Community-Wide Broad Planning Actions Taken in 2018 (Optional - separate each reported action with a "\")** Respondent skipped this question

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**Q8** Community-Wide Broad Planning Actions Proposed for 2019

- |    |  |
|----|--|
| 1. | <b>Urban Forest Strategy completion (June 2019)</b>                  |
| 2. | <b>Transportation Master Plan completion, including cycling plan</b> |
| 3. | <b>Infrastructure Climate Resiliency guidelines being developed</b>  |
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**Q9** Corporate Broad Planning Actions Taken in 2018 **Respondent skipped this question**

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**Q10** Additional Corporate Broad Planning Actions Taken in 2018(Optional - separate each reported action with a "\") **Respondent skipped this question**

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**Q11** Corporate Broad Planning Actions Proposed for 2019 **Respondent skipped this question**

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**Q12** What is (are) your current GHG reduction target(s)?

To reduce the City's annual community-wide greenhouse gas emissions 20% below 2007 levels by 2020, with an incremental reduction target of 2% per year between 2010 and 2020.

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**Q13** Are you familiar with your local government's community energy and emissions inventory (e.g. CEEI or another inventory)? **Yes**

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**Q14** What plans, policies or guidelines govern the implementation of climate mitigation in your community?

**Community Energy and Emissions Plan** ,

**Community-Wide Climate Action Plan** ,

**Official Community Plan** ,

**Regional Growth Strategy**

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**Q15** Does your local government have a corporate GHG reduction plan? **Yes**

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**Q16** Community-Wide Building and Lighting Actions Taken in 2018

- |    |  |
|----|--|
| 1. | <b>Started the City Wide LED Street Light &amp; Parking Lot Conversion project</b> |
|----|--|
- 

**Q17** Additional Community-Wide Building and Lighting Actions Taken in 2018(Optional - separate each reported action with a "\") **Respondent skipped this question**

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**Q18** Community-Wide Building and Lighting Actions Proposed for 2019

- |    |                                   |
|----|-----------------------------------|
| 1. | <b>Continuing LED Conversions</b> |
|----|-----------------------------------|
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**Q19** Corporate Building and Lighting Actions Taken in 2018

- |    |   |
|----|---|
| 1. | <b>Continuation of LED lighting conversions in major City facilities.</b>               |
| 2. | <b>Upgrade of LINC HVAC system to newer HE standards.</b>                               |
| 3. | <b>Restructuring of BAS systems in several large facilities to reduce energy usage.</b> |
| 4. | <b>Redesign of City Hall HVAC to reduce energy usage.</b>                               |
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**Q20** Additional Corporate Building and Lighting Actions Taken in 2018 (Optional - separate each reported action with a "\") **Respondent skipped this question**

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**Q21** Corporate Building and Lighting Actions Proposed for 2019

- |    |   |
|----|---|
| 1. | <b>Further implementation of LED lighting conversions in facilities.</b>                                  |
| 2. | <b>Conversion of facility parking area lighting to LED.</b>   |
| 3. | <b>Energy audit to identify opportunities to reduce Power Factor Correction charges at several sites.</b> |
| 4. | <b>Gap sealing at Native Sons Hall to prevent air seepage.</b>  |
| 5. | <b>Install BAS in City Hall to reduce energy usage.</b>   |
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**Q22** Is your local government aware of the BC Energy Step Code? **Yes**

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**Q23** Is your local government planning on implementing the BC Energy Step Code? **No**

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2018 CARIP Climate Action/Carbon Neutral Progress Survey

**Q24** Community-Wide Energy Generation Actions Taken in 2018 **Respondent skipped this question**

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**Q25** Additional Community-Wide Energy Generation Actions Taken in 2018(Optional - separate each reported action with a "\") **Respondent skipped this question**

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**Q26** Community-Wide Energy Generation Actions Proposed for 2019 **Respondent skipped this question**

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**Q27** Corporate Energy Generation Actions Taken in 2018 **Respondent skipped this question**

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**Q28** Additional Corporate Energy Generation Actions Taken in 2018 (Optional - separate each reported action with a "\") **Respondent skipped this question**

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**Q29** Corporate Energy Generation Actions Proposed for 2019 **Respondent skipped this question**

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**Q30** Is your local government developing or constructing a **none of the above**

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**Q31** Is your local government operating a **none of the above**

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**Q32** Is your local government connected to a district energy system that is operated by another energy provider? **No**

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**Q33** Are you familiar with the 2018 List of Funding Opportunities for Clean Energy Projects Led by First Nations and Local Governments? **Yes**

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Page 6: GREENSPACE/NATURAL RESOURCE PROTECTION ACTIONS

**Q34** Community-Wide Greenspace Actions Taken in 2018

1. **Urban Forest Management plan development**
  2. **Rotary Riverside Trail Project – Trail rehabilitation to address bank stabilization (Riparian area protection)**
  3. **Tree Planting – City Wide (430 trees)**
-

2018 CARIP Climate Action/Carbon Neutral Progress Survey

**Q35** Does your local government have policies, plans or programs to support local food production? **No**

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**Q36** Additional Community-Wide Greenspace Actions Taken in 2018 (Optional - separate each reported action with a "\") **Respondent skipped this question**

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**Q37** Community-Wide Greenspace Actions Proposed for 2019

1. **Valley View Greenway Project – Trail rehabilitation to address bank stabilization (Riparian area protection)**
  2. **Tree Planting – City Wide (400 trees)**
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**Q38** Corporate Greenspace Actions Taken in 2018 **Respondent skipped this question**

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**Q39** Additional Corporate Greenspace Actions Taken in 2018 (Optional - separate each reported action with a "\") **Respondent skipped this question**

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**Q40** Corporate Greenspace Actions Proposed for 2019 **Respondent skipped this question**

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**Q41** Does your local government have urban forest policies, plans or programs? **Yes**

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Page 7: SOLID WASTE ACTIONS

**Q42** Community-Wide Solid Waste Actions Taken in 2018

1. **Developed online tool and mobile app for waste management including collection calendar What materials go where**
  2. **Education and outreach promoting new online tools**
  3. **Implement “OOPS Stickers”**
- 

**Q43** Additional Community-Wide Solid Waste Actions Taken in 2018(Optional - separate each reported action with a "\") **Respondent skipped this question**

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**Q44** Community-Wide Solid Waste Actions Proposed for 2019

1. **Investigating Recycle BC street scape program**
-

2018 CARIP Climate Action/Carbon Neutral Progress Survey

**Q45** Corporate Solid Waste Actions Taken in 2018

- |    |  |
|----|--|
| 1. | <b>Investigate organics diversion program at other City facilities</b> |
|----|--|
- 

**Q46** Additional Corporate Solid Waste Actions Taken in 2018 (Optional - separate each reported action with a "\") **Respondent skipped this question**

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**Q47** Corporate Solid Waste Actions Proposed for 2019

- |    |   |
|----|---|
| 1. | <b>Proposed organics facility partnership with Strathcona Regional District in Campbell River</b> |
|----|---|
- 

**Q48** Does your local government have construction and demolition waste reduction policies, plans or programs? **Yes**

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**Q49** Does your local government have organics reduction/diversion policies, plans or programs? **Yes**

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Page 8: TRANSPORTATION ACTIONS

**Q50** Community-Wide Transportation Actions Taken in 2018

- |    |  |
|----|--|
| 1. | <b>Developing Transportation Master plan</b>   |
| 2. | <b>Continue Bus Shelter operating/maintenance and capital funding for Regional Transit</b> |
| 3. | <b>Traffic Controller Condition &amp; Assessment Study</b>                                 |
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**Q51** Additional Community-Wide Transportation Actions Taken in 2018 (Optional - separate each reported action with a "\") **Respondent skipped this question**

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**Q52** Community-Wide Transportation Actions Proposed for 2019

- |    |   |
|----|---|
| 1. | <b>Investigating expansion of bus network</b> |
|----|---|
- 

**Q53** Corporate Transportation Actions Taken in 2018

- |    |                                   |
|----|-----------------------------------|
| 1. | <b>Annual "Bike to Work Week"</b> |
|----|-----------------------------------|
- 

**Q54** Additional Corporate Transportation Actions Taken in 2018 (Optional - separate each reported action with a "\") **Respondent skipped this question**

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**Q55 Corporate Transportation - Actions Proposed for 2019**

1. **Development of cycling plan**

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**Q56** Does your local government have policies, plans or programs to support: **Walking,**  
**Cycling,**  
**Transit Use**

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**Q57** Does your local government have a Transportation Demand Management (TDM) strategy (e.g. to reduce single-vehicle occupancy trips, increase travel options, provide incentives to encourage individuals to modify travel behavior)? **No**

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**Q58** Does your local government integrate its transportation and land use planning? **Yes**

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Page 9: WATER AND WASTEWATER ACTIONS

**Q59 Community-Wide Water and Wastewater Actions Taken in 2018**

1. **Water conservation Ambassador program – Summer student education and outreach**
2. **Municipal Natural Asset plan**
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**Q60** Additional Community-Wide Water and Wastewater Actions Taken in 2018(Optional - separate each reported action with a "\") **Respondent skipped this question**

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**Q61 Community-Wide Water and Wastewater Actions Proposed for 2019**

1. **Water conservation Ambassador program – Summer student education and outreach**
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**Q62 Corporate Water and Wastewater Actions Taken in 2018**

1. **Building Scada System**
2. **Water leak loss / detection program**
3. **Implement Water meter assessment/replacement program**
-

**Q63** Additional Corporate Water and Wastewater Actions Taken in 2018 (Optional - separate each reported action with a "\") **Respondent skipped this question**

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**Q64** Corporate Water and Wastewater Actions Proposed for 2019

1. **Water leak loss / detection program**
  2. **Implement Water meter assessment/replacement program**
  3. **Water modeling program for system efficiency and optimization**
- 

**Q65** Does your local government have water conservation policies, plans or programs? **Yes**

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Page 10: CLIMATE CHANGE ADAPTATION ACTIONS

**Q66** Please identify the THREE climate impacts that are most relevant to your Local Government

**Increased temperatures increasing wildfire activity** ,

**Extreme weather events contributing to urban and overland flooding**

,

**Sea level rise and storms causing flooding and/or erosion**

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2018 CARIP Climate Action/Carbon Neutral Progress Survey

**Q67** In 2018 has your local government addressed the impacts of a changing climate using any of the following?

**Risk and Vulnerability Assessments** ,  
**Risk and Reduction Strategies** ,  
**Emergency Response Planning** ,  
**Natural/Eco Asset Management Strategies** ,  
**Infrastructure Upgrades (e.g. stormwater system upgrades)** ,  
**Strategic and Financial Planning** ,  
**Cross-Department Working Groups,**  
**Official Community Plan Policy Changes** ,  
**Research,**  
**Mapping,**  
**Partnerships,**  
**Asset Management**

**Q68** Climate Change Adaptation Actions Taken in 2018 Please elaborate on (as identified above or add new) key actions and/or partnerships your local government has engaged in to prepare for, and adapt to changing climate. Add links to key documents and information where appropriate.

1. **Participation in the second cohort of the Municipal Natural Asset Initiative to develop an alternative plan for flood mitigation to renewal of existing dikes.**

**Q69** Climate Change Adaptation Actions Proposed for 2019

Respondent skipped this question

**Q70** For more information please contact

Respondent skipped this question

## 2018 CARIP Climate Action/Carbon Neutral Progress Survey

**Q71** The following are key resources that may be helpful to your local government in identifying climate impacts, as well as, strategies, actions and funding to deal with them. For those resources that you have used, please indicate whether they were useful in advancing your work in climate change adaptation.

Indicators of Climate Change for British Columbia	<b>Haven't Used</b>
Plan2Adapt	<b>Haven't Used</b>
Climate Projections for Metro Vancouver	<b>Haven't Used</b>
Climate Projections for the Capital Region	<b>Haven't Used</b>
Climate Projections for the Cowichan Valley Regional District	<b>Haven't Used</b>
Provinces of BC's BC Adapts Video Series	<b>Haven't Used</b>
Preparing for Climate Change: Implementation Guide for Local Governments	<b>Haven't Used</b>
Public Infrastructure Engineering Vulnerability Committee (PIEVC)	<b>Haven't Used</b>
Sea Level Rise Adaptation Primer	<b>Haven't Used</b>
BC Regional Adaptation Collaborative Webinars	<b>Haven't Used</b>
Retooling for Climate Change	<b>Haven't Used</b>
Water Balance Model	<b>Useful</b>
Water Conservation Calculator	<b>Haven't Used</b>
National Disaster Mitigation Program (NDMP)	<b>Useful</b>
Community Emergency Preparedness Fund (CEPF)	<b>Useful</b>
Municipalities for Climate Innovation Program (MCIP)	<b>Useful</b>
Climate Adaptation Partner Grants (FCM)	<b>Useful</b>
Infrastructure Planning Grants (MAH)	<b>Useful</b>
Federal Gas Tax Fund	<b>Useful</b>

### Page 11: OTHER CLIMATE ACTIONS

**Q72** Community-Wide Other Actions Taken in 2018 **Respondent skipped this question**

**Q73** Corporate Other Actions Taken in 2018 **Respondent skipped this question**

**Q74** Are you familiar with the Community Lifecycle Infrastructure Costing Tool (CLIC)? **Yes**

**Q75** Is your local government using the CLIC tool? **No**

### Page 12: INNOVATION AND PEER LEARNING

2018 CARIP Climate Action/Carbon Neutral Progress Survey

**Q76** Community-Wide Innovation Action **Respondent skipped this question**

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**Q77** Corporate Innovation Action **Respondent skipped this question**

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**Q78** For more information on actions described above contact **Respondent skipped this question**

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**Q79** Mitigation Programs, Partnerships and Funding **Respondent skipped this question**

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**Q80** Adaptation Programs, Partnerships and Funding **Respondent skipped this question**

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Page 13: CARBON NEUTRAL REPORTING

**Q81** Did your local government measure corporate GHG emissions for 2018? **Yes**

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**Q82** If your local government measured 2018 corporate GHG emissions, please report the number of corporate GHG emissions from services delivered directly by your local government (in tonnes of carbon dioxide equivalent)

889

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**Q83** If your local government measured 2018 corporate GHG emissions, please report the number of corporate GHG emissions from contracted services (in tonnes of carbon dioxide equivalent)

326

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**Q84** Total A: Corporate GHG emissions for 2018 (Direct GHGs + Contracted GHGs)

1215

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Page 14: REPORTING REDUCTIONS AND OFFSETS

**Q85** Energy Efficient Retrofits(in tonnes of carbon dioxide equivalent (tCO2e)) **Respondent skipped this question**

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**Q86** Solar Thermal(in tonnes of carbon dioxide equivalent (tCO2e)) **Respondent skipped this question**

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**Q87** Household Organic Waste Composting(in tonnes of carbon dioxide equivalent (tCO2e)) **Respondent skipped this question**

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2018 CARIP Climate Action/Carbon Neutral Progress Survey

**Q88** Low Emission Vehicles(in tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e)) **Respondent skipped this question**

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**Q89** Avoided Forest Conversion(in tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e)) **Respondent skipped this question**

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**Q90** Total B: Reductions from all Option 1 Projects for 2018 **Respondent skipped this question**

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**Q91** If applicable, please report the names and 2018 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e)) being claimed from Option 2 GHG Reduction Projects **Respondent skipped this question**

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**Q92** Total C: Reductions from all Option 2 Projects for 2018 **Respondent skipped this question**

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**Q93** If applicable, please report the name of offset provider, type of project and number of offsets purchased (in tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e)) from an offset provider for the 2018 reporting year. Note: Please do not include funds that may be set aside in a climate action reserve fund. **Respondent skipped this question**

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**Q94** Total D: Offsets purchased for 2018 **Respondent skipped this question**

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**Q95** TOTAL REDUCTIONS AND OFFSETS FOR 2018 (Total B+C+D)= tCO<sub>2</sub>e

0

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**Q96** Corporate GHG Emissions balance for 2018 = (A- (B+C+D)) = tCO<sub>2</sub>e

1215

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**Q97** If your local government was carbon neutral in 2018, 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, 2018 100 tCO<sub>2</sub>e) **Respondent skipped this question**

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**Q98** Balance of reductions eligible for carry over to the next year (tCO<sub>2</sub>e)(total of emissions reductions identified above) **Respondent skipped this question**

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**Q99** Does your local government set aside funds in a climate reserve fund or something similar? **Yes**

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Page 15: GREEN COMMUNITIES CLIMATE ACTION RECOGNITION PROGRAM

**Q100** Based on your local government's 2018 Climate Action/Carbon Neutral Progress Survey, please check the GCC Climate Action Recognition Program level that best applies **Level 2 - Measuring GHG Emissions**

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**Q101** 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 (e.g. project name) **Respondent skipped this question**

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