

Survey Template

For the *2016 CARIP Climate Action/Carbon Neutral Progress Survey*

The 2016 CARIP Climate Action/Carbon Neutral Survey uses SurveyMonkey® software. SurveyMonkey® acquired FluidSurveys™, which is the software that was used for CARIP reporting for the past 2 years.

Local governments are required to submit the *2016 CARIP Climate Action/Carbon Neutral Progress Survey* on or before June 1, 2017.

Local governments are also required to publicly report the information submitted in the *2016 CARIP Climate Action/Carbon Neutral Progress Survey*. Local governments can generate a report by:

- creating a report based on the populated Survey Template; or,
- creating a report in another format that contains the information submitted in the 2016 CARIP Climate Action/Carbon Neutral Progress Survey.

In response to local government input, the Survey Template has been created to assist with collecting information for the *2016 CARIP Climate Action/Carbon Neutral Progress Survey*, and follows the same structure as the survey.

Responses entered into the Survey Template can be cut and pasted into the online survey. The survey asks for up to five actions in each category, and there is a place in the survey to report additional actions if desired. In the Survey Template, simply add more lines to the tables to report more than five actions.

Use of the Survey Template is recommended. Local governments are encouraged to edit the populated Survey Template and use it for their public report, **as the SurveyMonkey® survey will not enable survey respondents to generate a report of their responses.**

Further information on CARIP can be found on the [Ministry of Community Sport and Cultural Development's website](#).

The Government of BC will not collect, use, or disclose personal information using SurveyMonkey®. Please be aware however that IP addresses are collected by SurveyMonkey® itself, and these IP addresses and other information collected will be stored on SurveyMonkey®'s servers located outside of Canada. Please do not provide any third-party information (i.e. talk about others) in your responses to the survey.



Climate Action Revenue Incentive (CARIP) Public Report for 2016

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Date: February 14, 2017

The Town of Smithers 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	
	Refer to the Community Energy and Emissions Plan to guide reduction initiatives. Refer to the Official Community Plan to guide future growth and land use.
	In collaboration with Northern Health and the BV Social Planning Society, completed and published Smithers first Community Vitality Report Card. The Report Card compiles local indicators to comprehensively describe the health of our community, including social, environmental and economic dimensions. Hosted a Fall Forum for a community discussion and review of the Report Card.
	Continue to implement one of Council's strategic priorities, which include investing in renewable energy systems, increasing energy efficiency of current assets and implementing community energy initiatives.
	Incorporate "environmental considerations" and "accessibility considerations" into all staff reports as a lens through which all Town projects and programs are evaluated.
Community-Wide Actions Proposed for 2017	
	Update the standards in "Bylaw No. 1800 – Subdivision Servicing + Development Standards" to incorporate Alternative Design Standards, where appropriate.
	Continue to refer to the Community Energy and Emissions Plan to guide reduction initiatives and the Official Community Plan to guide growth and land use.
	Continue to engage and consult with the community on planning-related projects.
	Continue to implement one of Council's strategic priorities, which include investing in renewable energy systems, increasing energy efficiency of current assets and implementing community energy initiatives.

Corporate Actions Taken in 2016	
	Continue to implement recommendations from the 2012 Corporate Energy and Emissions Reduction Plan.
	Use SMARTtool to measure, track and report on corporate emissions.
	Completed Smithers Age-Friendly Assessment and Action Plan, which focuses on all municipal buildings, trails/sidewalks, policies/bylaws, parks and public spaces.
Corporate Actions Proposed for 2017	
	Continue to implement recommendations from the 2012 Corporate Energy and Emissions Reduction Plan.
	Refer to the Age-Friendly Assessment + Action Plan as the basis for accessibility improvements.

	Continue to use SMARTtool to measure, track and report on corporate emissions.

Broad Planning	
What is (are) your current GHG reduction target(s)?	The Official Community Plan has a visionary GHG reduction target for the purpose of complying with the Local Government Act and Climate Change Action Charter commitments. Policy states: <i>Establishing a baseline at 2007 emission levels, the Town of Smithers strives to achieve a Community Greenhouse Gas Reduction Target of 13% by 2017.</i>
Has your local government used the Community Energy and Emissions Inventory (CEEI) to measure progress?	No
What plans, policies or guidelines govern the implementation of climate mitigation in your community? <ul style="list-style-type: none"> • Community Energy and Emissions (CEE) Plan • Climate Action Plan • Integrated Community Sustainability Plan • Official Community Plan (OCP) • Regional Growth Strategy (RGS) 	Yes No No Yes No
Does your local government have a corporate GHG reduction plan?	Yes
Does your local government have a climate reserve fund or something similar?	Yes

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	
	Continue to use the Facilities Maintenance Plan to guide Town building improvements.
	Continue to implement the LED Street Light Replacement Program.
	Complete the Age-Friendly Assessment and Action Plan that includes an assessment and recommended accessibility improvements to all Town owned buildings.
	Initiated planning for a passive house information seminar for local contractors/builders to attend.
Community-Wide Actions Proposed for 2017	
	Continue to use the Facilities Maintenance Plan to guide Town building improvements.
	Continue to implement the LED Street Light Replacement Program.
	Use the 2016 Age-Friendly Assessment and Action Plan to guide all Town building accessibility improvements/modifications.
	In conjunction with an architectural firm, host a passive house information seminar with invitations

	extended to local contractors/builders.
Corporate Actions Taken in 2016	
	Application successful for Gas Tax Strategic Priorities grant for a Smithers Regional Airport Terminal Expansion.
	Final design selected for the Airport Terminal Modernization Project, which includes a high-performance building envelope, geo-exchange system and LED lighting - the selected design option reduces energy use by 34 percent and greenhouse gas emissions by 48 percent.
	Install a new air-to-air heat exchanger in the Smithers Public Library building.
	Construct a new accessible washroom at the Smithers Fall Fair Grounds.
	New budget created for Energy Modeling (contingency amount in Special Projects Budget)
	New LED lights installed in Veteran's Peace Park walkway.
	New electric zamboni (instead of propane) purchased.
Corporate Actions Proposed for 2017	
	Begin construction of the Airport Terminal Modernization Project, as per the approved final design.
	Complete a feasibility study on the gas-fired furnaces heating the LB Warner Centre's Community gymnastics building.
	Continue to use the Facilities Maintenance Plan to guide Town building improvements.
	Continue to incorporate energy considerations into the evaluation of all building improvement projects.
	Conduct Energy Modeling for new Town facilities, as directed by Smithers Council.

2016 ENERGY GENERATION ACTIONS

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	
	In partnership with the Ministry of Environment and BV Airshed Society, retained a consultant to complete a local "Woodstove Survey".
Community-Wide Actions Proposed for 2017	
	Provide funding to the local Bulkley Valley Airshed Management Society towards a "macro-emissions" study.
	Promote the woodstove exchange program and participate in distribution of educational material.

Corporate Actions Taken in 2016	
	The final design of the Smithers Airport Modernization Project includes a geo-exchange system.
Corporate Actions Proposed for 2017	
	Proceed with construction of the Smithers Airport Modernization Project that includes a geo-exchange system as part of the final design.

Energy Generation	
Is your local government developing, or constructing:	
<ul style="list-style-type: none"> • A district energy system • A renewable energy system 	<p>Yes</p> <p>No</p>
Is your local government operating:	
<ul style="list-style-type: none"> • A district energy system • A renewable energy system 	<p>No</p> <p>No</p>
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 ACTIONS

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	
	Request for proposals issued for the completion of a Smithers Arts + Cultural Centre in historic Central Park. This includes an updated design for the park.
	Apply for grant funding for a Downtown Redesign Plan.

	Approve the installation of a “Portland loo” public toilet to enhance Bovill Square and downtown Smithers experience.
	Improvements to the Willowvale wetlands natural area, including accessibility improvements, benches and signage.
Community-Wide Actions Proposed for 2017	
	Completion of the Smithers Arts + Culture Centre Plan (including design of Central Park).
	Pending grant approval, complete a Downtown Landscape Plan.
	Complete purchase and installation of the “portand loo” in downtown Smithers.

Corporate Actions Taken in 2016	
	Complete Chandler Park Field Upgrades (Phase 1).
	Continue to jointly hold the Community Forest tenure with the Village of Telkwa.
Corporate Actions Proposed for 2017	
	Continue to improve the accessibility of our greenspaces by following the Age-Friendly Action Plan priorities.
	Continue to jointly hold the Community Forest tenure with the Village of Telkwa.
	Continue to be open to community partnerships that improve our parks and public spaces.

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

2016 SOLID WASTE ACTIONS

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	
	Continue to provide recycling information and educational material to the community.

Community-Wide Actions Proposed for 2017	
	Continue to provide recycling information and educational material to the community.

Corporate Actions Taken in 2016	
	Continue the development of a community composting facility at the public works yard.
	Create guides and educational material for “backyard hen keeping” to follow up from 2015 bylaw amendments.

Corporate Actions Proposed for 2017	
	Continue the development and promotion of a community composting facility at the public works yard.

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?	No

2016 TRANSPORTATION ACTIONS

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	
	Initiate consultation with MOTI for active transportation improvements to key Highway 16 intersections. Retained the recommendations of Transportation Planners (consultant) to provide recommendations.
	Participate in the 2016 Bike to Work Week and local bike rodeo with elementary students.
	Complete 2016 accessible curb cut program.
	Construct new sidewalk connections between Muheim Elementary and downtown crosswalk.
	Funding partner of the Smithers and District Transit System.
Community-Wide Actions Proposed for 2017	
	Continued collaboration with the MOTI on active transportation improvements + synergies.
	Continue to implement accessible curb cut program and audio improvements based on recommendations from the Age-Friendly assessment + Action Plan.

	Consider participating in the 2017 Bike to Work Week.
	Continue to be a key funding partner of the Smithers and District Transit System. This includes commencing a new transit service between Smithers and Moricetown along Highway 16.
	Carry out sidewalk repairs and capital improvements.
	Participate in the Smithers Bike Radio.

Corporate Actions Taken in 2016	
	Initiate Zoning Bylaw amendments to reduce/eliminate parking requirements for downtown properties. This is a key strategy decision to encourage parking efficiency, increase density and use of alternative transportations (i.e. walking & cycling).
	Council approval for the construction of a 47-space downtown parking area, including accessible spaces and a pedestrian focused design.
Corporate Actions Proposed for 2017	
	Finalize Zoning Bylaw amendments to reduce/eliminate downtown parking requirements.
	Continue to replace the corporate fleet in accordance with Vehicle Purchasing Policy ADM-020, which considers emissions, life cycle costs, efficiency and environmental impact.

Transportation	
Does your local government have policies, plans or programs to support: <ul style="list-style-type: none"> • Walking • Cycling • Transit Use • Electric Vehicle Use 	Yes Yes Yes No
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
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

	Participate in Drinking Water Awareness Week.
Community-Wide Actions Proposed for 2017	
	Continue to participate in Drinking Water Awareness Week.

Corporate Actions Taken in 2016	
	Consider bylaw changes to include incentives for commercial businesses to install water meters.
	New accessible washroom at the Smithers Fall Fair Grounds includes low-flow water technology features.
Corporate Actions Proposed for 2017	
	Complete an Airport Water Master Plan with the focus on improving the potable water use.
Water Conservation	
Does your local government have water conservation policies, plans or programs?	Yes

2016 CLIMATE CHANGE ADAPTATION ACTIONS

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	
	Town of Smithers hosted a Climate Change seminar for Town staff and local governments in the region. Participants included Town of Smithers staff, Village of Telkwa, Regional District of Bulkley Nechako.
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	Yes
Risk and Vulnerability assessment	Yes
Asset management	Yes
Infrastructure upgrades (e.g. stormwater system upgrades)	Yes
Cross-department working groups	Yes
Emergency response planning	Yes
Land-use policy changes (eg. OCP, DPA)	Yes
Economic diversification initiatives	Yes
Ecosystem-based approaches (incl. shorelines)	No
Incentives (e.g. property owner reducing stormwater run-off)	Yes
Public education and awareness	Yes
Research (e.g. mapping, participation in studies)	Yes
Other (Please Identify):	

2016 OTHER CLIMATE ACTIONS

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	
	The Town is investigating installing vehicle charging units in its new Parking Lot on 2 nd avenue.

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
Corporate Innovative Action
The Smithers Airport Modernization Project creates an elevated standard of sustainable development.

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

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:	400
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:	35
TOTAL A: CORPORATE GHG EMISSIONS FOR 2016	435 CO₂e

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	
Low Emission Vehicles	
Avoided Forest Conversion	
TOTAL B: REDUCTIONS FROM OPTION 1 PROJECTS FOR 2016	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
TOTAL D: OFFSETS PURCHASED FOR 2016	tCO2e

TOTAL REDUCTIONS AND OFFSETS FOR 2016 (Total B+C+D) = 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)) = 435 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 checked="" type="checkbox"/>	Level 2 – Measuring GHG Emissions	X
<input type="checkbox"/>	Level 3 – Accelerating Progress on Charter Commitments	
<input type="checkbox"/>	Level 4 - Achievement of Carbon Neutrality	
<input type="checkbox"/>	Not Sure	