

POLICY & PROCEDURE

TITLE: Energy Policy	SECTION: Financial Services
DATE: April 15, 2021	POLICY NO.: FNS-IV-02
APPROVED BY: Resolution No.BR2021-068	REVISED/REVIEWED:
RESCINDED BY: Resolution No.	PREVIOUS NO.:

Policy Statement:

The Kenora District Services Board (KDSB) is committed to using and purchasing energy in the most efficient, cost-effective and environmentally responsible manner possible.

Intent:

The purpose of the Energy Policy is to improve energy efficiency continuously by establishing and implementing effective energy management practices that support all operations and tenant satisfaction, while providing a safe and comfortable working and living environment within KDSB’s facilities.

Definitions:

Energy Audit (EA): An audit of a facility that will; establish an energy consumption baseline; quantify energy usage according to its discrete functions; benchmark with similar facilities under similar weather conditions; and identify existing energy cost reduction opportunities. EAs are normally completed in conformance with The American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) Standard 211-2018.

Energy Management Plan: An organizational roadmap outlining how an organization uses energy and sets out objectives to significantly reduce the energy use of the organization.

Greenhouse Gases (GHG): A gas that absorbs and emits radiant energy within the thermal infrared range, causing the greenhouse effect. These include carbon dioxide, water vapor, methane, ozone, nitrous oxide and fluorinated gases.

Scope:

This policy shall play a role in achieving Canada’s clean energy and climate change goals to reduce GHG emissions and lower energy costs, as well as contribute to adopting energy efficiency solutions that will reduce energy use, operating cost and GHG emissions in Canada’s multi-residential and institutional building sectors. The Policy shall apply to all KDSB facilities including housing complexes, EMS bases, childcare / EarlyON centres, as well as administrative offices.

Policy:

Energy will play an increasing role in strategic decision making. It is the policy of the Board that KDSB:

- Develop and implement an organizational wide Energy Management Plan;
- Conduct Energy Audits as part of the 10-Year Capital / Building Renewal Plan, and;
- Emphasize energy efficiency as a factor in new developments.

Implementation of Processes and Procedures:

An Energy Management Plan (EMP) shall be developed and shall provide direction on how KDSB procures, measures, monitors, uses and conserves energy. The EMP shall be used as a tool for preventive maintenance and capital planning and shall outline energy efficiency measure opportunities and priorities for all KDSB owned facilities.

Energy Audits shall be completed for facilities on a regular basis, once during a 10-year planning cycle as part of KDSB's 10-Year Capital / Building Renewal Plan.

Energy efficiency goals for new developments shall be clearly outlined in the project's statement of requirements during procurement of design and / or construction services.