



# DISTRICT OF PORT HARDY

## AGENDA

**COMMITTEE OF THE WHOLE MEETING  
TUESDAY, JUNE 11, 2019 AT 6:30 PM  
COUNCIL CHAMBERS- MUNICIPAL HALL**

*We respectfully acknowledge that this meeting is being held on the traditional territory of the Kwakiutl People, Gilakas'la*

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<b>PAGE</b>	<b>A. CALL TO ORDER</b>
	<b>B. APPROVAL OF AGENDA AS PRESENTED (or amended)</b>
	<b>C. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS</b>
<b>2 - 10</b>	1. Open Burning and Smoke Control <a href="#">Staff Report Open Burning and Wood Stove Report</a> <a href="#">Correspondence MHO Letter to Municipal Councils re: Wood Smoke Port Hardy</a> <a href="#">Wood Stove Exchange Funding Information - Province of British Columbia</a> <a href="#">Operating a Wood Stove Exchange Program - Province of British Columbia</a>
	<b>D. ADJOURNMENT</b>



## DISTRICT OF PORT HARDY

### STAFF REPORT



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**DATE:** May 31, 2019 **FILE:** Reports to CAO  
**TO:** Allison McCarrick, Chief Administrative Officer  
**FROM:** Heather Nelson-Smith, Director of Corporate & Development Services  
**RE:** **Air Quality Health Concerns Correspondence**

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#### **BACKGROUND**

Council requested more time to discuss the letter from Island Health Doctor Charmaine Enns regarding health concerns due to domestic wood burning and backyard burning.

Doctor Enns provided Council with ways to effect change including:

- 1. Update and/or implement air quality bylaws that afford more stringent controls on the type and use of wood burning appliances, such as requiring the replacement of existing noncertified appliances. This is currently being done at the local level through bylaws in several communities on Vancouver Island.*
- 2. Offer incentive programs that support wood alternative heating sources. A program that focuses on exchanging woodstoves for alternative heating methods, such as heat pumps, will achieve more substantial improvements than one that focuses on exchanging a noncertified woodstove for a certified one. The provincial Wood Stove Exchange Program can be utilized. It offers higher incentives for cleaner heating options and has made heat pumps eligible.*
- 3. Social marketing and educational campaigns that provide awareness to local residents about the health effects smoke due to wood smoke, from residential home heating, open and backyard burning.*
- 4. Implement bylaws that restrict backyard burning, including limitations on materials, setbacks and time periods. Most Vancouver Island local municipalities and regional districts currently have bylaws in place to address backyard burning, many of which include seasonal burning bans. Existing bylaws can be further strengthened to include burning restrictions year round in places where people live.*

#### **CURRENT REGULATIONS**

The District has an open burning regulation that prohibits burning when the venting index defines the air quality to be poor. Backyard burning can only occur from October 1 to April 30 unless otherwise closed by the Coastal Fire Centre. Campfires are permitted all year permitting they are not banned by the Coastal Fire Centre. The regulation also mirrors that of the Ministry of Environment limiting what can be burned as yard waste and excluding any toxic or banned materials including construction waste.

#### **WOODSTOVE EXCHANGE PROGRAM**

There is a provincial grant opportunity to offer a rebate up to \$200 for approved wood stove purchases, however the funding deadline listed on the program closed October 2018.

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Other communities have budgeted to either increase what they have received from the province or offer their own rebates. In most cases the budget is between \$7,500 and \$15,000.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "H. Nelson-Smith". The signature is fluid and cursive, with a large initial "H" and "N".

Heather Nelson-Smith  
Director of Corporate and Development Services

*District of Port Hardy*

Excellent health and care, for everyone,  
everywhere, every time.



*Sent via Email*

April 4, 2019

Mayor & Council  
District of Port Hardy  
7360 Columbia St.  
Port Hardy BC V0N 2P0  
[general@porthardy.ca](mailto:general@porthardy.ca)

Dear Mayor Dugas & Council:

**Re: Air Quality related health concerns due to domestic wood burning and backyard burning**

On an ongoing basis, our office receives concerns expressed by residents about exposure to outdoor smoke produced by wood-burning appliances and backyard burning. While some residents are bothered by the nuisance created by smoke, most are concerned about the potential health effects this exposure may have on them and others within their families. We would therefore like to draw your attention to recent developments related to wood-burning appliances and wood-smoke, and outline actions council can take to reduce the impact.

While wood-burning appliances are used as a primary or secondary source of heat in many homes, the health effects from the resulting wood-smoke have become increasingly recognized. Wood smoke contains many of the same harmful substances that are found in tobacco smoke and is a significant source of fine particulate matter (PM<sub>2.5</sub>), a major component of air pollution and a detriment to health. When inhaled, PM<sub>2.5</sub> embeds deep inside the tissue of the lung. Exposure is associated with a shortened lifespan, and can lead to lung cancer, reduced lung functioning and worsening of heart disease and asthma among those who suffer from these conditions. Building upon existing research, a February 2017 Health Canada study (<https://www.mcgill.ca/newsroom/channels/news/woodstoves-are-good-soul-bad-heart-266643>), using air quality data from three BC cities (including Courtenay/Comox), found that an increase in PM<sub>2.5</sub> specifically due to wood burning in the winter was associated with a 19 percent increase in hospitalization for heart attacks among those 65 years or older.

On September 19, 2016 the government of BC adopted the new Solid Fuel Burning Domestic Appliance Regulation (SFB DAR) ([BCReg218/2016](#)). Changes include the requirement for domestic wood burning appliances sold in BC to be USEPA certified to meet PM emissions standards, and provisions regarding the kind of fuel that can be burnt. In addition, there is now a requirement for the use of noncertified hydronic wood boilers (that were installed prior to May 1, 2017) to be discontinued by 2026 unless they meet an 80 metre setback requirement from a property line. However, the SFB DAR does not stipulate a similar requirement for existing noncertified wood stoves.

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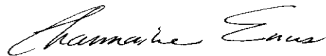
Given that SFB DAR does not require discontinuation of existing noncertified wood stoves, the potential for ongoing exposure to elevated PM<sub>2.5</sub> will continue in many communities. And, while wood smoke air pollution receives most attention in valley communities, it also contributes to poor air quality in localized areas where wood source space heating is used by one or more households within a neighbourhood or where backyard burning is permitted.

Local governments are uniquely positioned to lower PM<sub>2.5</sub> emissions, improve air quality and thus achieve better health outcomes by addressing gaps not covered in SFB DAR. There are a number of ways to effect change, such as:

1. Update and/or implement air quality bylaws that afford more stringent controls on the type and use of wood burning appliances, such as requiring the replacement of existing noncertified appliances. This is currently being done at the local level through bylaws in several communities on Vancouver Island.
2. Offer incentive programs that support wood alternative heating sources. A program that focuses on exchanging woodstoves for alternative heating methods, such as heat pumps, will achieve more substantial improvements than one that focuses on exchanging a noncertified woodstove for a certified one. The provincial [Wood Stove Exchange Program](#) can be utilized. It offers higher incentives for cleaner heating options and has made heat pumps eligible.
3. Social marketing and educational campaigns that provide awareness to local residents about the health effects smoke due to wood smoke, from residential home heating, open and backyard burning.
4. Implement bylaws that restrict backyard burning, including limitations on materials, setbacks and time periods. Most Vancouver Island local municipalities and regional districts currently have bylaws in place to address backyard burning, many of which include seasonal burning bans. Existing bylaws can be further strengthened to include burning restrictions year round in places where people live.

We encourage council to consider adopting one or more of these strategies. Island Health appreciates any opportunity to engage with municipalities with respect to initiatives that lead to health outcome improvements. For further discussion around air quality please contact us at [HBE@viha.ca](mailto:HBE@viha.ca).

Yours in Health,



Charmaine Enns, MD, MHSc, FRCPC  
Medical Health Officer

cc: Earle Plain, Air Quality Meteorologist, Nanaimo, Ministry of Environment



## Wood Stove Exchange Funding Information

As part of the wood stove exchange program, the Province offers funding to eligible applicants to initiate a local program.

### Who can apply for funding?

Any local government, non-profit organization, or airshed or air quality management organization in B.C. is eligible to receive funds to implement a program.

Organizations applying for funding must demonstrate:

- High local or regional need
- Strong community buy-in
- Capacity to deliver the program, and
- Offer a long-term plan for education and program sustainability

Individual communities may submit proposals or join with other communities or the regional district to submit a proposal. Communities are encouraged to offer the program over multiple years in order to build momentum and encourage lasting change.

Programs can be operated all year round, in the fall, or in March and April during the industry discount period.

### Apply for Funding

Groups interested in implementing or extending an exchange program starting in winter 2018/19 were invited to put together a proposal. The application period closed October 1, 2018.

- Proposal criteria outlined in the [Project Proposal Content \(PDF\)](#)

### Funding Decisions

Applications are evaluated against the [Community Criteria for Pursuing Local Wood Stove Exchange Programs \(PDF\)](#).

The selection committee reviews applications, notifies proponents of their success and transfers grants.

### Application Deadline

The deadline for 2018/2019 funding applications was October 1, 2018.

If you would like to be notified of future funding opportunities please contact the Provincial Wood Stove Exchange Program Steering Committee.

## Program Resources

- [Evaluation Tools and Tips \(PDF\)](#)
- [Implementation Information and Program Basics \(PDF\)](#)
- [Positioning and Marketing Recommendations \(PDF\)](#)
- [Wood Stove Changeover Focus Groups and Survey Report \(PDF\)](#)

## Contact Information

Contact the Provincial Wood Stove Exchange Program Steering Committee by email:

**Email:**

[markus.kellerhals@gov.bc.ca](mailto:markus.kellerhals@gov.bc.ca)



## Operating a Wood Stove Exchange Program

Resources and ideas for operating local programs.

### Partnerships

#### Retailer Registration Fees

Registration fees provide a benefit to both the local exchange program and participating retailers. The program receives a participation commitment from retailers and funding which contributes to the advertising and promotional budget, and retailers receive increased exposure and sales.

These fees are set by the coordinator and local exchange committee, and some programs don't charge a fee.

Examples:

Skeena Exchange Program requested \$200 per retailer

The Spokane, Washington wood stove exchange program had a sliding scale of marketing sponsorship, raising over \$10,500 for the marketing campaign

#### Financing Programs

Partner with banks or credit unions to offer favourable financing to program participants.

Example:

The Skeena program partnered with two local financial institutions to offer their pre-existing green renovation financing option to wood stove exchange clients.

This loan package consists of up to \$5000 at prime, payable over three years. Interested customers would have to apply for the loan and prove eligibility by being part of the local exchange program.

#### Insurance Companies

Low-emission wood stoves tend to be safe appliances, which provide an opportunity to partner with local insurance companies during the implementation of wood stove exchange programs.

Participating insurance companies could help promote the program or offer preferred rates to policy holders who use CSA-/EPA-certified wood stoves and have their installations inspected.

When inviting insurance companies to partner on a wood stove exchange program, community program administrators may wish to raise the following points:

- Exchange programs encourage the public to upgrade to cleaner-burning appliances, which are safer since they reduce the risk of chimney fire
- Exchange programs promote the services of retailers, technicians and chimney sweeps certified under the Wood Energy Technical Training (WETT) Program, which the insurance industry has encouraged for



years

## Support for Retailers

- Visit local retailers to discuss the program, including goals and responsibilities
- Provide the program guidelines and registration information before the program begins
- Provide regular program updates
- Notify them of WETT training opportunities
- Provide promotional materials (if any)
- Ask them for feedback when the program has completed

## Voucher Program

Use vouchers for your exchange program to track program usage and commitment by users. Distribute them to retailers before the community launch and have retailers hand them out to individuals at the time of sale.

Vouchers could include a checklist which verifies that individuals:

- Had a non-EPA old stove in use
- Had a CSA-/EPA-certified or clean appliance installed
- Had proof that the old unit was decommissioned

Customers could be responsible for completing and returning vouchers and, if installing the wood stove themselves, require that they also include photos of the old stove in use and the new stove installed.

If the wood stove was professionally installed, you may only need to require a retailer signature to verify.

## Voucher Program Tips

- Include an expiration date
- Have a good tracking system in place
- Know to whom vouchers are issued
- Follow up and remind customers as the expiration date approaches

## Voucher Hotline Case Study

The Cariboo wood stove exchange program avoided the tracking issue by keeping voucher numbers and distribution of those numbers to customers central. Customers would phone the exchange hotline, provide their contact details and then be given a voucher number to use at the participating retailer. Retailers would call the hotline to confirm the voucher number and customer name to issue rebates.

## Industry Discount

The discount period is in March and April. Some retailers may offer discounts at other times of the year.

All manufacturers and distributors have agreed to participate in the program and any retailer in B.C. could offer a discount during the March-April period. However, only residents of participating-community exchange programs would qualify for the local program's additional grants and incentives.

## Additional Contributions

In the Skeena region, communities contributed between \$7,000 and \$15,000 to offer their residents extra incentives.

Permit fees for installation of new appliances were waived, and additional incentives were established in the form of bylaws requiring mandatory removal of old wood stoves.