



CAO REPORT

*Strategic Plan and Operational
Update*

September 2022



**WE RESPECTFULLY ACKNOWLEDGE THAT WE
ARE ON THE TRADITIONAL TERRITORY OF THE
KWAKIUTL PEOPLE, GILAKAS'LA**

January—September 2022

Goals

Supporting Council's Strategic Priorities with intention while providing upstanding service to the Communities we serve.

Vision

To lead in providing supports that enhance the quality of life in Port Hardy and the North Island.

Values

- Strategic Focus
- Providing excellent customer service
- Supporting staff and volunteers
- Supporting the North Island residents
- Providing services that support the community as a whole
- Working with our North Island Communities to provide services that we all need
- Acknowledging the traditional territory of the Kwakiutl people



Capital Projects

General fund

Carry Forwards from 2021

Aquatic Centre - Pool Repairs	2,300,000	Design in progress (tender issued) Design has been done, pricing too high for budget.
Capital - Visitor Enhancement Project	325,000	Requesting extension to re-evaluate options
Capital - Market St/Stink Creek Culvert	30,000	Design in progress
Capital - Crack Sealing	30,000	Complete
Capital - Stink Creek Park	15,000	
Capital - Storm Water Drainage Downtown	30,000	Design in progress
Capital - Little Tsulquate Culverts	30,000	Design finished waiting for funding
Capital - Storey's Beach Dugouts/Pavilion	7,800	Complete
Capital - Firehall #1 Conceptual Design	50,000	Concept and pricing done
Seawall Light Upgrade and Museum Mural	66,000	Lights in progress/Mural on hold
Capital - Phone System	25,000	Complete
Capital - Public Works Fleet Replacement	200,000	Complete
Capital- Salt Shed	88,000	In progress
Total Carry Forwards from 2021	3,196,800	

New 2022 Projects

Walking Bridge Repair Program	20,000	Redirected to salt Shed
Columbarium	25,475	Move forward combine with 2023 Redirected to hot water and key fob security for
Upgrade showers in Arena	25,000	building due to lack of budget to complete
Used Mini-Excavator	20,000	Combined fleet for backhoe
Backup Generator for Municipal Hall	50,000	Pricing in progress
New Kubota (side by side)	50,000	On hold
Replace Flashing on Arena Building	17,250	Complete
Repaint/Seal Firehall #1	20,000	Complete
Heat Pump System for Municipal Hall	50,000	Awaiting quotation
Repaint Exterior Recreation Buildings	69,000	90% complete
Fleet Replacement - Public Works	118,000	Combined fleet for backhoe
Fleet Replacement/Repairs - Fire	45,000	Possible carry forward
Parking Lot Line Painting	10,000	Complete
Lights at Fisherman's Wharf	23,220	Lighting review underway
Seagate Garbage Relocation	23,400	In progress

T-Float Upgrades	70,720	Complete
Asset Management Software	12,233	Late 2022 early 2023
Trustee Sidewalk Connector	317,115	In progress
Catch Basin Repair	10,000	In progress
Security equipment (funding from COVID Restart Reserve)	100,000	80% complete
Stink Creek Drainage/Infrastructure	150,000	Roll forward to 2023
Total New 2022 Projects	1,226,413	

General Fund Project Total	4,423,213
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Water

Carry Forwards from 2021

Capital - WTP Filter Header Repair	21,000	Design in progress
Capital - Asset Inventory (Student) Labour	10,000	Late 2022 early 2023
Capital - Long Term AMP & Financial Strategy	31,250	Late 2022 early 2023
Capital - Mapping	6,178	In progress
Capital - Distribution System	305,000	In design phase

New 2022 Projects

Bear Cove Reservoir Communications	25,000	In progress
Park Drive Valve Repair	80,000	Awaiting contractor availability
WTP - Water Reservoir Replacement	100,000	Grant submitted

Water Project Total	578,428
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Wastewater (Sewer)

Carry Forwards from 2021

Capital - Long Term AMP & Financial Strategy	31,250	Late 2022 early 2023
Capital - Asset Inventory (Student) Labour	10,000	Late 2022 early 2023
Capital - Storey's Beach/Fisherman's Sani Station	15,000	Fall/Winter 2022
Capital - TWWTP Odour Control	9,500	In progress
Capital - Polymer feed system upgrade	24,086	Roll forward with centrifuge

New 2022 Projects

Sewer Master Plan	50,000	Possible carry forward
Sewer Rehabilitation (camera/smoke testing)	25,000	Possible carry forward
Trustee Lift Station repair	100,000	Complete
Collection System Rehabilitation Program	50,000	In progress
Goletas Lift station Upgrade	29,000	Possible carry forward
Standby Generator at Fort Rupert School and upgrade	132,435	Possible carry forward

Wastewater Total Projects	476,271
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Total 2022 Capital Expenditures	5,477,912
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Highlights 2022

- Successful grant applications
- Farmers Market outreach through COVID Recovery Officers and Recreation
- Housing reporting and planning for further quantitative progress to support needs
- COVID recovery funding to offset revenues being utilized
- Taxes have been distributed, information on how the taxes are affected this year have been published and are available to help address concerns
- Arena project completed
- Pool planning underway
- Recreation programming increasing with each new guide
- Hydro LED Street light upgrades
- Engagements through social media channels increased by 23%
- Storey's Beach Sewer pump review
- T Floats in place for summer
- Bear Cove opened June 1—Booked for summer
- ICBC LED lighting conversion on Park Drive
- Supported additional shelter beds at Salvation Army through Strengthening Communities Grant—Successful additional funding for fall winter 2022-2023 to increase shelter beds and hours
- UBCM attendance and coordination of 16 Minister and Ministerial staff meetings.
- Staff development through training and association affiliations
- Numerous visits by top Provincial representatives with respect to Forestry, Economic Development and Children and family services
- Collaboration with other agencies such as RCMP, BCEHS, Island Health and the Mount Waddington Health Network on creating a Safer Place

Grants

Completed Grants

• Investing in Canada Infrastructure Arena Revitalization	\$3,000,000 Complete
• Rural Dividend Boat Weights Feasibility	\$ 60,000 Complete
• Active Transportation Plan	\$ 60,000 Complete
• ICBC LED Lighting conversion	\$ 8,300 Complete
• Fire Chief's Association Road Rescue	\$ 20,000 Complete
• Fire Chief's Association Road Rescue	\$ 20,000 Complete
• UBCM poverty Reduction Plan	\$ 25,000 Complete
• UBCM Emergency Operations Centre/Training	\$ 22,000 Complete
• UBCM Strengthening Communities Fund	\$ 108,000 Complete
• Canada Day Celebrate Canada	\$ 6,400 Complete
• ISPARK Equipment Recreation	\$ 3,000 Complete
• BC Family Day Funding	\$ 1,000 Complete
• GoByBike Week	\$ 1,000 Complete

Awarded Grants

• ICET Economic Recovery Officer	\$ 88,000 In progress
• Active transportation Sidewalk Granville to Trustee	\$ 340,000 Funded 2022
• ICET Thrive Carving, Visitor Enhancement kiosk	\$ 48,000 Funded 2022
• Fire Smart Community Funding	\$ 48,600 In progress
• ICBC Traffic Safety (Pedestrian Crosswalks)	\$ 7,400 Funded 2022
• ICBC LED Lighting conversion	\$ 25,000 Funded 2022
• Tourism Dependent Communities Washroom	\$ 350,000 In progress
• FCM Asset Management	\$ 60,000 2022-2023
• Climate Action	\$ 71,000 2022 ongoing
• ICET Capacity Building Electrical Review	\$ 25,000.00 2022
• UBCM Strengthening Communities Fund	\$ 111,000 2022-2023
• BC Hydro Regreening	\$ 3,000 2023

Grants

Grants Submitted awaiting decision

- Water Reservoir \$1,500,000
- Active Transportation Columbia Street Upgrades \$ 230,000

Gants not funded

- Investing in Canada Infrastructure Pool upgrade \$8,400,000 Not funded
- Investing in Canada Infrastructure Fort Rupert Lift Station \$1,200,000 Not funded
- Investing in Canada Infrastructure Skate Park \$ 650,000 Not funded
- Rotary COOP Skatepark \$ 650,000 Not funded
- Royal Jubilee Celebration \$ 100,000 Not funded

Operational Risk Matrix

Risk	Probability	Potential Impact	Risk Mitigation Strategies
Staff Burnout/Capacity	High	<p>Limitations getting projects complete due to operational needs and priorities</p> <p>Customer demands including investigations alter work plans and adjust priorities</p> <p>Mistakes and missed opportunities and priorities falling off the table</p> <p>Risk of people leaving to find less stressful/demanding jobs</p>	<p>MANAGE AND REASSESS</p> <p>Assess workload each week to ensure that priority items are being addressed—Service level review to ensure resources are being used efficiently and with intention</p> <p>Ensure that we realistically estimate how long tasks will take when addressing public concerns/complaints</p> <p>Review workplace health policies to support work life balance</p>
COVID Related Illness	Medium to High	<p>Staff transmission at work</p> <p>Staff away from work for extended period of time and or multiple employees away at same time</p>	<p>ACCEPT AND MANAGE</p> <p>Updated sick leave policy to ensure staff do not come to work when unwell</p>
Grant Opportunities	High	<p>Possibility that grant opportunities may be missed due to timelines and resources</p> <p>Grants applied for not funded</p> <p>Staff time to complete funding applications interfering with other priorities</p>	<p>MANAGE AND REASSESS</p> <p>Ensure that shovel/shelf ready applications are made available to proceed when grants are available</p>
Supply Chain Issues	High	<p>Consistent issues with access to supply make it difficult to complete projects and keep projects and maintenance within budget and withing expected timelines.</p>	<p>MANAGE AND REASSESS</p> <p>budget and withing expected timelines</p>

Operational Risk Matrix

Risk	Probability	Potential Impact	Risk Mitigation Strategies
Strategic Plan Targets	Medium to High	Prioritizing Council Strategic Goals with other District priorities	MANAGE AND REASSESS Ensure that prioritization and updates are provided regularly to staff and Council to ensure that missed targets and achievements are communicated
Asset Management/Replacement	Medium to High	Not being ready for asset replacement, aging infrastructure that has outlived its useful life	ACCEPT AND MANAGE Planning for asset replacement through contributions to the reserves to fund replacement—using CityWide asset management program to assist with prioritizing and preparing budgets to fund replacement Keeping staff budgeting for priority replacement where practicable
Project Delays	High	Supply chain issues Access to contractors, professionals is impacted by pandemic Capacity of staff to complete projects	ACCEPT AND MANAGE Access to contractors, professionals is impacted by pandemic Be realistic in assumptions for projects Dedicate personnel to managing expectations

Ross Blackwell, Director of Corporate and Development Services/Deputy CAO

Success

- Worked with a number of development interests in relation to their investment plans
- Supported and triaged customer service relationship in matters involving bylaw enforcement, animal control, and building inspection
- Prepared supporting materials for various award submissions
- Facilitated amendments to the animal control bylaw
- Prepared zoning bylaw revisions for various properties
- Issued Development Variance Permits
- Administering the General Election
- Participated in discussions with the Province in relation to a continuum of housing
- Supported the efficient processing of building permit issuance
- Field land development related customer enquires
- Provide support to other departments

Challenges

- Managing capacity
- Limited resources within the District and within community
- Managing customer expectations

Goals and Next Steps

- Support the strategic enhancement of the downtown experience and feel
- Facilitate more in-fill development in the community
- Assess opportunities to support a more resilient local economy
- Optimize the customer experience
- Assess the opportunities/ options for the District in driving economic development
- Co-develop an asset management plan and budget for the long-term sustainability of Fire Services
- Support a service level review of utilities and operations
- Increase youth involvement in District operations such as Planning
- Complete the Official Community Plan

Kam So, Director of Engineering and Operational Services

Successes

Parks

- Routine maintenance of trails, ditching and brushing are being conducted
- Downtown and seawall gardens maintained
- Playground and Trail inspections completed

Utilities

- Annual routine flushing of sewer lines
- Preventative maintenance activities are being addressed
- No water or sewer operating permit violations
- Water volume usage trending down due to increased leak detection
- Fort Rupert School and Fort Rupert Village lift station backup generators installed
- Replaced waterline along Granville St.
- Major repair of the Trustee Lift station

Public Works

- Annual routine flushing of storm lines
- Continual removal of dangerous trees around community
- Updating 5 year capital plans for road, storm, water and sewer projects.
- Annual sidewalk and road inspections completed
- Fleet renewal and ongoing maintenance
- Annual crack seal and line painting projects for roads completed
- Speedy responses to developer's and public comment requests
- Successful removal of surplus equipment within the municipal yard
- Street light cost sharing from ICBC to upgrade street lights
- New light activated crosswalk on Granville and Thunderbird Rd/Beverly Parnham Way.
- Snow and ice clearing in early months of the year
- Replacement bridge on Huddelstan Trail
- Updating Community Wildfire Protection Plan
- Work has started on the new sidewalk along Granville and Douglas Streets
- New Backhoe purchase

Challenges

- Using existing inventory information into Asset Management Database that is in a suable form needs improvements
- Several senior crew members are set to retire, will need to train and recruit new staff
- Many capital assets have reached their end of life and is need of replacement. Capital budget does not meet required replacement
- Updating many outdated work processes with employees that are not comfortable with technology
- Many work processes are still paper based
- Historical record keeping needs updating and improving
- Historical backlog of storm issues, lack of sidewalks, sewer infiltration
- Parks system needs extensive capital funding

Goals and Next Steps

- Develop Wastewater Master Plan.
- Conduct further mapping reports and insert into asset management database.
- Train current staff to backfill retiring staff.
- Work to receive grants to replace backlog of Capital Projects.
- Update work process to more modern methods.

Tanya Kaul, Director of Recreation and Community Services

Successes

- Implemented Scheduling Module in Book King software designed to program all activities offered in one location viewable to the public
- Awarded GoByBike Week grant to promote awareness of alternative means of transportation and encourage ridership
- Awarded JumpStart Fund grant to host barrier free activities for those with financial barriers and disabilities
- Launched largest Spring and Summer guides to date
- Offered 13 unique summer camps for ages 3 to 12 with maximum registration in each
- Reached 4,000+ hits on social media posts via Facebook
- Reached 1,121 active clients in Book King software
- Won first place in Filomi Days Parade in best commercial float and best overall categories
- Hired additional Skate Patrollers to meet demands of waitlisted Learn to Skate programs
- Rolled out fall sponsorship program to local businesses and organizations interested in donating to Winter Wonderland Skate, New Year's Eve Party, and Christmas Holiday Skates
- Continued with Arena upgrades: interior painting and exterior doors, replaced Lexan around rink advertisements, built dedicated ladies' changeroom and lunchroom
- Completed capital projects: replacement of hot water tank in Olympia room, flashing installed on exterior Arena walls, and exterior painting of Civic Centre

Challenges

- Attracting skilled labour and retaining talent due to widespread labour shortage
- Limited staff capacity for undertaking Department wide initiatives
- Finding time to update procedures, outdated policies, and job descriptions
- Meeting the community's demand for more spaces in popular programs that reach maximum capacity during early bird registration period
- Competing demands for space to host simultaneous programs

Goals and Next Steps

- Prepare 2023 budget with thorough review of Department's staffing requirements
- Align anticipated 2023 capital projects with local contractor availability
- Cross train programming staff in Book King financial transactions and reporting
- Update Ice Allocation Policy and process for 2023-2024 ice season
- Plan fall community events: Autumn Festival, Winter Wonderland, New Year's Eve Party
- Recruit new lifeguards through school and college presentations and host lifeguard certification courses
- Prepare for major Pool renovations to remain on schedule
- Roll out Recreation Instagram marketing platform
- Launch Winter 2023 Recreation Guide

Strategic Plan Report

District Strategic Priorities Report Card



Council Priority	Corporate Strategy	Action	Timeline		Progress			Status	Next Steps	Risks
			Start	End	On Target	In progress	Behind Target			
Housing- Create housing opportunities that support the local need for affordable housing. Council to make land available for supportive housing and create policies that support development of affordable housing options.	Housing	Prepare business case and concept plan for low-income/supportive housing residential development – Housing coalition	Q-2 21	Q-4 23			2022-2023	Q-1, 2022 Coalition has been formed at RDMW level	Support Coalition with data sharing and await findings Identify assets to support	Housing coalition is not controlled by the District
	Housing	Engage with BC Housing to fill gaps in housing options	Q-2 21	Q-4 22		2022-2023		Q-1- Engaged in conversation to communicate concerns.	Provide #'s to support the needs of the community to BC Housing Identify assets to support	The gap between discussion and building will not support those who need housing now
	Housing	Create a strategy to address different types of housing option policies to support development (tiny homes and large lots)	Q-4 21	Q-4 22		2022-2023		Q4- Economic Development Officers developing strategy for filling housing gaps	Zoning changes and changes to Subdivision regulation for servicing smaller lots	Finding suitable housing options for tiny homes that meet the BCBC
Food Security- Empower the community to pursue a greater degree of food resiliency.	Food Security	Require community garden space in new developments	Q-1 21	Q-4 22		2022		2022	Plan changes in zoning regulation and Subdivision servicing bylaws/OCP	
	Food Security	Direct the development of an agriculture capability assessment	Q-2 22	Q-4 23			2023	2023		
	Food Security	Develop educational resources on backyard food production and establish a budget	Q-1 22	Q-2 22			2023	2023	Develop budget and source a contributor	Finding resources that are applicable – need to rely on external source to provide information
	Poverty Reduction	Prepare a poverty reduction plan	Q-2 21	Q-3 21				Q3-Q4 Poverty reduction started – completion Q-1 2022	Completion March 2022	Pandemic made engagement with vulnerable populations challenging future consideration on communication through COVID
Communications and Engagement- Ensure that the District is providing communications to the community through all platforms including web, social media, and paper.	Public Wi-Fi	Prepare a plan and budget for providing Wi-Fi in public spaces (Harbours and Parks)	Q-2 21	Q-3 21				We are currently upgrading internet service to the Civic Centre	Prepare plan and report to Council for future budget consideration 2023	Cost and staff allocation
	Communications	keep the community informed via web and social media platforms	Q-1 21	Q-4 22						Staff resources, a lot of the communications work is done ADHOC
	Emergency planning	Develop resources and training to help residents prepare for emergencies	Q-4 21	Q-4 21				Q-1- Ordered manuals for emergency preparedness to distribute Q-2- Distributed resources to hotels for visitors on personal preparedness	Outreach and development of additional resources including business continuity	
	Improve Customer Service	Implement online billing options for taxes and utilities	Q-2 21	Q-3 22				Q-1- Signed agreement to add on module for taxes and utilities.	Project is running currently	Limitations in the service being offered can be challenging for staff an customer.
	Livability index	Prepare an annual livability index. Consider policies and programs that can enhance the community	Q-2 22	Q-4 22		2022		2022		

District Strategic Priorities Report Card



Council Priority	Corporate Action	Details	Timeline		Progress			Status	Next Steps	Risks
			Start	End	On Target	In progress	Behind Target			
Lifestyle and Retention- Port Hardy and the North Island is a great place to live, work and play. Promotion of the many services available in the community will enhance the livability of the area.	Lifestyle and retention	Develop a resident's guide for Port Hardy	Q-3 21	Q-4 22				Q-2-Q-4 2022 Economic Development Officers working on resident's guide for 2022	Develop a resident's guide	
	Promotion	Partner to create attraction videos and content						No timeline set (see above)	Share residents Guide and resources – Need budget allocation	
Pandemic Recovery- Provide support to the community through a temporary Economic Development Recovery Officer to support business and community recovery and make the District resilient in the future.	Economic Recovery	Hire economic development recovery officer to assess and implement strategies for recovery during and after the pandemic. This will include preparation of shovel ready projects.	Q-1 21	Q-4 22				Q-1 – Application sent to ICET to support wages – Approved Q-2 – Application approved – hiring done Q-3- Q-4 implemented workplan	With additional funding extension to the end of the first quarter of 2023 is anticipated.	
	COVID Recovery Funding	To be used to offset reduced revenues in recreation, harbour, and tourism. This will allow us to continue operations as it without adjusting tax rates to offset those fee losses	Q-1 21	Q-4 22				Q-1- Budgets prepared using funds to offset revenues lost due to COVID 19 Harbour, Recreation and Hotel tax	Further funding has been allocated to offset Pool overruns	Not ongoing funding
Future Ready- Develop policies that support sustainable infrastructure renewal.	Asset Management	Develop an asset management plan and policy for reserves	Q-2 21	Q-3 23			2022-2023	Q1-Q-2 – Updated storm and water asset management plan and storm water management plan Q-1 2022 Update – will be implements in 2022-2023	FCM Grant- Assessing readiness, formalize project fundamentals, plan kickoff meeting with stakeholders by end of June -Complete water mapping -Camera sewer line -Add mapping project to CityWorks database, link Map assets to database. Update inventory, condition assessments, inspections on CityWorks. -complete inspections: roads, water, sewer, manholes, storm system, parks, playgrounds	Staff capacity
Community Forest - Direct North Island Community Forest LP to work with the communities to support increased tenure for future revenue generation.	Community Forest expansion	Work with NICFLP through shared resources to ensure that expansion efforts are supported					?	Q-1- Letter sent on behalf of the communities in late 2020- awaiting response from minister	Met with Ministerial staff at UBCM.	Not within the District's control

District Strategic Priorities Report Card



Council Priority	Corporate Strategy	Action	Timeline		Progress			Status	Next steps	Risks
			Start	End	On Target	In progress	Behind Target			
Youth Opportunities & Outreach- To support the youth of the community through recreation, civic engagement, and communications.	Youth employment	Develop a work experience program	Q4-21	Q4-22		2022		Q-2 Hired 4 students for the summer Q-2 Hired Youth Camp Organizer to facilitate two summer Youth camps	Q-3 Potential for one off Youth events in Q4	Inability to find key leader in school to help support work experience program Limited staff capacity to delivery effective programs to support education requirements Temporary employment due to full time teacher status
	Youth civics education	Development of a District led youth civics event	Q3-21	Q4-23						Unable to find key leader in school to help support civics program
Recreation- Ensure that there are facilities that support the North Island including large scale recreation facilities such as the pool and arena, outdoor recreation opportunities like trails and support recreation programming for all ages.	Recreation facilities	Submission of grant applications to support recreation infrastructure	Q-1 21	Q4-22			2022-2023	Applications submitted in 2020 for pool unfunded Application for skatepark 2021 unfunded	Washroom RFP for design build Skatepark application sent Q-1 2022 Rotary support Washroom Design almost complete Q-1 2022 Stantec online Q-1 2022 design for pool repairs	Applications not approved Archaeological application delays Availability of trades Supply chain issues
	Recreation Programming	Increased activities, use of facilities and promotion	Q-1 21	Q4-22		2022		Q-2 Hired temporary coordinator to enhance programming and outreach to the community Q4 Recreation Guide implemented Director to meet with First Nations' Leaders to learn of recreational interests	Continue with offerings to support the community within the capacity of available staff	Finding staff and contractors to deliver programs Limited staff capacity to delivery effective programs to support education requirements Certification requirements Instructors contacted unavailable in Q4 due to other commitments or circumstances Lifeguard retention Access to the Civic Centre uninterrupted
	Outdoor recreation	Trail enhancements, maintenance, and expansion	Q-1 21	Q-4-22				Q-1Regular maintenance of trails and identify future projects for enhancing trails in community		Funding
	Outdoor recreation	Identify key trails maintained by RDMW/Support enhancements and maintenance	Q-3 21	Q-4 22				Letter sent to the RDMW re: Tex Lyon trail in Q-3 2021. Discussions to happen in 2022	Develop a strategy for communicating the priority of Council Identify key trails	The District is not in control of this item and the risk is not achieving success
	Active Transportation	Prepare plans for future projects within the capital budget	Q-1 21	Q-4 22		2022		Q-1- plan complete March 2021 Q-3 Application sent for 2 key areas – 1 approved	Build sidewalk on Granville from Highland to Douglas- connect Trustee through North Island Mall Additional Grant sent in summer for additional funding	Funding opportunities
	Cultural Sensitivity Training	Develop a policy on ongoing cultural sensitivity training				2022			Develop policy and prepare budget for 2022 delivery	
	Senior's support	Improved access to recreation opportunities	Q-3 21	Q-4 22				Recreation programming available to seniors	Director to form Seniors focus group to learn of recreational interests	Limited staff capacity to delivery effective programs to support education requirements COVID precautions Lack of interest in engaging with Port Hardy Recreation

District Strategic Priorities Report Card



Council Priority	Corporate Action	Details	Timeline		Progress			Status	Next Steps	Risks
			Start	End	On Target	In progress	Behind Target			
Reduce Landfill Waste- Support Regional District of Mount Waddington initiatives to divert waste including implementation of community composting where practicable.	Composting	Under the Direction of Council support RDMW efforts to divert organics at the landfill- possible curbside composting							Unknown	
Water Conservation- Convert municipal facilities fixtures to reduce water usage.	Water Conservation	Upgrade Municipal facilities with low flow fixtures through operating funds	Q-1 21	Q-4- 22		2022			-Replace fixtures at end of life. -Strategic Watershed Plan being updated. Last updated 2010. -Creating an educational program for water creation for high school kids and the public -Leak detection program -Water mapping and documentation	
Carbon Neutrality- Support, where practicable, energy efficient conversions in existing municipal facilities, new municipal buildings, and municipal fleet.	LED Street lights	Change lighting as they need replacement with high efficiency LED lighting	Q-2 21	Q-4- 22		2022		Q-2 Lighting Plan submitted to BC Hydro to replace all their sodium lights to LED within three years. Q-3 Park Drive lighting replaced under funding through BC Hydro	ICBC to cost share for the remaining District owned streetlights in 2022.	
	Municipal Building efficiency	Where practicable, upgrade existing facilities to be energy efficient						Q1-Q2 Heat exchanger installed in PW Office LED lights changed in PW Office, lunchroom, and storage room	Municipal Hall Heat Pump upgrade in 2022	