

LGCAP 2024

Introduction

The Local Government Climate Action Program (the Program or LGCAP) aims to catalyze the efficient flow of financial resources, data and knowledge between Modern Treaty Nations, local governments, and the Provincial Government to allow for cost effective, impactful, locally implemented climate action. For more information about the Program you can refer to the [website](#).

What is climate action?

For the purposes of this program, a climate initiative or action is one that reduces greenhouse gas (GHG) emissions (mitigation) and/or strengthens resilience to the impacts of climate change (adaptation). This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies, planning and investments; improving education; raising awareness of climate change causes and solutions; increasing human and institutional capacity with respect to climate change mitigation and adaptation, impact reduction and early warning systems.

Information collected will:

- Highlight local government and Modern Treaty Nation climate leadership;
- Profile action by including local government and Modern Treaty Nation emissions, resilience and climate action performance data in the annual [Climate Change Accountability Report](#), LGCAP Summary Report and on the Program's public facing [website](#);
- Help inform policy development and monitor progress on achieving provincial and local climate objectives; and
- Support provincial efforts to better collaborate with and enable communities to advance climate action.

The survey was informed by:

- Feedback from local governments, Modern Treaty Nations, external and ministerial partners;
- National and international GHG reporting protocols; and
- The CDP (formerly [Carbon Disclosure Project](#), a global non-financial disclosure system).

Instructions

**Please do not provide any personal information (e.g., email, phone number) in the survey.*

Survey: Word Version

This version can be used to gather information from staff across departments. Then simply cut and paste into the online version where you will be submitting the survey. You can download the Word version here: [Local Government LGCAP 2024 Survey Template](#).

Survey: Online Version

SimpleSurvey allows multiple users to access your survey, though two people **cannot** enter information at the same time.

- For other users to contribute to your survey, simply share the unique link with your team members.
- Users must select "Save and continue later" when they are done updating the survey but not ready to submit.

Required fields are indicated with a red asterisk (*). You will not be able to submit the survey and attestation form without completing these fields.

- Some fields have formatting considerations (i.e. numbers only). You will not be able to submit the survey and attestation form until all required fields are completed properly. The red text error message will indicate what is needed.
 - Please note: No commas are to be used in numerical fields.
- If any questions are left blank, including optional ones, SimpleSurvey will notify you when you move to the next page with "You have unanswered questions, do you wish to continue?" If you are choosing to leave optional questions blank, simply click yes to move to the next page.

There is a 9,999 character limit for the open-ended questions, unless otherwise noted.

You can see what your community has previously reported for LGCAP in the [LGCAP Raw Survey Data](#).

Attestation Form

The attestation form is filled in after survey questions are completed. It is the second page of the SimpleSurvey submission.

- The attestation form is where the Chief Financial Officer, or equivalent position, attests to the following:
 - That Local Government Climate Action Program funding has been, or will be, allocated to climate action.
 - That Local Government Climate Action Program funds received in 2022 and 2023 were spent by March 31, 2025, or an LGCAP Spending Forecast Form was submitted by February 28, 2025 and was approved by the LGCAP Team.
 - That Local Government Climate Action Program funds received in 2024 will be spent by March 31, 2028.
 - That a completed and signed version of this form and survey contents will be publicly posted by September 30, 2025.

Requirements

1. Reporting

1. Report on **at least one** project linked to objectives from the [CleanBC Roadmap to 2030](#) and/or [Climate Preparedness and Adaptation Strategy](#). If your community reports one initiative related to one sector (e.g. buildings) you have satisfied this requirement. Funding for the project(s) does **not** need to come from this program.
 2. For communities with populations of 10,000+ (based on 2020 BC Census data figures), measuring and reporting local government's traditional services emissions is required.
 3. Attest that funds will be allocated to climate initiatives before submitting your survey.
- Note: Open-ended questions asking for one or more initiatives related to climate action may be highlighted in Provincial materials to acknowledge innovative local climate solutions.

Climate action success stories are accepted year-round

Please submit one or more climate action success stories for publication any time of year. A template can be found on the [Local government climate action highlights webpage](#).

2. Deadline to submit the survey & attestation form

- The deadline for submitting your survey and attestation form is 4 PM PDT on July 31, 2025.

3. Posting the survey & attestation form publicly

- The design / format of the form **can** be changed, however, all information from required questions must be included.
- Optional questions and answers can be omitted.
- The deadline to post the survey and attestation form publicly is September 30, 2025.

Download a copy for your records!

Once submitted, you can **download a copy of the completed survey** and attestation form (PDF, Excel, and Word options). If you close this window before the download link appears, please reach out for a copy of your submission.

Support

If the survey is accidentally submitted, a submitted survey needs to be revised, or if you have any questions, please reach out to us at LGCAP@gov.bc.ca. We will be happy to provide assistance.

Thank you!

The LGCAP Team

The Survey

Climate Action Planning

Climate Action Plans are strategic roadmaps that identify how an organization will reduce their greenhouse gas (GHG) emissions (mitigation), increase their resilience to the impacts of climate change (adaptation), or a combination of both.

To answer the following questions, consider staff that contribute to activities that reduce greenhouse gas (GHG) emissions and/or strengthen resilience and the ability to adapt to climate-induced impacts. This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate change mitigation and adaptation, impact reduction and early warning systems.

Question 1: How many staff in full time equivalents (FTEs) are dedicated to working specifically on climate action?

Please estimate FTE(s) for climate-related work (e.g. 100% time = 1.0; 50% time = 0.5; 25% time = 0.25).

0.10

Question 2: Does your local government or Nation have a community-wide climate action plan or other guiding document(s)?

No

If not, please select one or more options from the list.

No, but we are currently undertaking one and it will be completed in the next two years.

No, we are not intending to undertake one due to lack of financial capacity.

No, we are not intending to undertake one due to lack of expertise or technical capacity.

Question 3: Does your local government or Nation have a corporate climate action plan or other guiding document(s)?

No

If not, please select one or more options from the list.

No, but we are currently undertaking one and it will be completed in the next two years.

No, we are not intending to undertake one due to lack of financial capacity.

No, we are not intending to undertake one due to lack of expertise or technical capacity.

Question 4: Please select up to 3 challenges impeding the advancement of climate action in your community.

Lack of staff capacity or expertise.

Lack of financial resources.

Competing priorities.

Traditional Services Greenhouse Gas Emissions

Measuring and reporting traditional services emissions (defined in previous years as corporate emissions) is a Program requirement for all communities with a 2020 population of 10,000 residents and above ([see population statistics here](#)).

This requirement can be fulfilled using an established reporting framework of your choosing (CDP, GHG Protocol for Cities, etc.), including the LGCAP scope and boundaries described in the [LGCAP Traditional Services Emissions Scope and Boundaries document](#). Contracted emissions must be accounted for regardless of which protocol your local government employs. Local governments with populations below 10,000 and Modern Treaty Nations are not required to report traditional services greenhouse gas emissions but are encouraged and supported to do so on a voluntary basis.

Traditional services GHG emissions are those produced by the delivery of local government or Modern Treaty Nation “traditional services” including:

- Fire protection,
- Solid waste management,
- Recreational / cultural services,
- Road and traffic operations,
- Water and wastewater management, and
- Local government administration.

Please see the following resources for guidance:

- [LGCAP Traditional Services Boundaries and Scope Guidance](#),
- [Scope Summary Document](#),
- [Traditional Services Inventory Reporting Tool](#),
- [Contracted Services Emissions Guidance](#),
- [Contracted Emissions Calculator](#),
- [BC Best Practices Methodology for Quantifying GHG Emissions](#), and
- [Emission Factors Catalogue](#).

Question 5: For the 2024 calendar year, has your local government or Nation measured and reported associated traditional services GHG emissions?

If your local government or Nation is only reporting traditional services inventory through this LGCAP survey, please select "Yes".

Yes

If your local government or Nation measured 2024 traditional services GHG emissions, please report the GHG emissions from services delivered directly (in tonnes of carbon dioxide equivalent) from your scope 1 and 2 sources.

Format: Up to two decimal places and no commas (e.g. 1250.47)

1170.78

If your local government or Nation measured 2024 traditional services GHG emissions, please report the GHG emissions from contracted services (in tonnes of carbon dioxide equivalent) from scope 1 and scope 2 sources.

Format: Up to two decimal places and no commas (e.g. 1250.47)

590.95

If your local government or Nation measured 2024 traditional services GHG emissions, please report the total GHG emissions from both directly delivered and contracted services (in tonnes of carbon dioxide equivalent) from scope 1 and scope 2 sources.

This would be the sum of the two questions above. Format: Up to two decimal places and no commas (e.g. 1250.47)

1783.62

If your local government or Nation measured 2024 traditional services GHG emissions, please report what protocol you used to measure emissions.

LGCAP methodology (our guidance documents such as the BC Best Practices Methodology for Quantifying GHG Emissions and the LGCAP Traditional Services Boundaries and Scope Guidance)

Optional: Please indicate how many tonnes of CO₂e are associated with facilities.

Format: Up to two decimal places and no commas (e.g. 1250.47)

661.02

Optional: Please indicate how many tonnes of CO₂e are associated with mobile sources.

Format: Up to two decimal places and no commas (e.g. 1250.47)

531.65

Please provide the link to the public report if available.

Optional

<https://www.portalberni.ca/climate-action-charter>

Community-Wide Greenhouse Gas Emissions

B.C. [Climate Action Charter](#) signatories have committed to measuring and reporting their community-wide GHG emissions generated from all GHG sources (anthropogenic) within their community

boundary.

The [Community Energy and Emissions Inventory](#) (CEEI) initiative provides a provincial framework for tracking and reporting energy and GHG emissions at a community-wide scale. It is published with a two-year lag, however, raw unprocessed data can be requested by local governments that wish to measure and report their community-wide emissions for the buildings, on-road transportation and municipal solid waste sectors ahead of publication.

The Climate Action Secretariat (CAS) is aware that some local governments are developing their own community-wide GHG emissions inventories (separate from the provincial CEEI). A better understanding of community-wide emissions measurement at the local level will help CAS as we upgrade the CEEI.

Question 6: For the 2024 calendar year, have community-wide GHG emissions been measured for your local government or Nation?

No

If not, please select all that apply from the list.

No, community GHG emissions were not reported because the 2024 Provincial Community Energy and Emissions Inventory data has not been released.

No, we do not measure and report community-wide emissions data due to lack of financial capacity.

No, we do not measure and report community-wide emissions data due to lack of staff and technical capacity.

No, we do not measure and report community-wide emissions annually. (Please indicate most recent year completed: YYYY)
2007

If not, has your community or Nation measured and reported community-wide emissions in the past?

No

Question 7: Currently, the Province's legislated GHG emission reduction targets are 40% by 2030, 60% by 2040 and 80% by 2050, relative to 2007. Please state your local government or Nation's target(s).

Please enter "0" if no targets or baseline are established for the years given in the table.

2030

Reduction Percentage (format: e.g., 40)

0

Baseline Year (format: e.g., 2007)

0

2040

Reduction Percentage (format: e.g., 40)

0

Baseline Year (format: e.g., 2007)

0

2050

Reduction Percentage (format: e.g., 40)

0

Baseline Year (format: e.g., 2007)

0

If your local government or Nation's targets don't conform to the target years noted above, please enter them here. Format e.g.: target 2035 50% baseline 2010, target 2060 70% baseline 2010, ...
No change over 2022 & 2023, we are seeking to resource but still have no capacity on this file, currently recruiting the role. The organization needs to set targets as none have been set yet.

Question 8: Does your local government or Nation have net-zero or carbon-neutral emissions target(s)?

For the purposes of our reporting, we're only asking about net-zero and carbon neutrality, but acknowledge that there are a variety of corporate targets. Net-zero refers to a jurisdiction or organization achieving a balance between greenhouse gas emissions produced and removed from the atmosphere (e.g. planting trees or using carbon capture technologies). Carbon neutral refers to an organization reducing emissions as much as practicable and then offsetting the remainder by purchasing offsets or other similar mechanisms. Please select all that apply.

No

Question 9: Please select up to three supporting indicators that would be most valuable to your local government or Nation to advance climate action.

Previously, the Province reported these indicators through the Community Energy and Emissions Inventory initiative. The Province could prioritize publishing these indicators again in the future.

Housing type: Private dwellings by structural type

Residential density: Population and dwelling units per square land area (km²)

Walk score: Proximity to services

Provincial Policy Alignment - Mitigation

The CleanBC Roadmap to 2030 is B.C.'s plan to meet provincial emissions reduction targets to be 40% below 2007 levels for 2030 and set us on course to reach net-zero emissions by 2050.

One requirement of this Program is that you must **report on a minimum of one project** linked to objectives from the [CleanBC Roadmap to 2030](#) and/or [Climate Preparedness and Adaptation](#)

Strategy (CPAS). Funding does **not** need to come from this program. For questions 10-13, if your community reports one initiative related to one sector (e.g. buildings) you have satisfied this requirement. That said, please select all that apply.

For questions 10-13, please note the following regarding "**Ongoing**" initiatives. "Ongoing" includes initiatives that are either:

- Implemented in previous years and still active (e.g., an organics diversion project started in 2022 that continues to divert waste).
- Currently available or in effect in 2024 (e.g., supplementing Provincial energy efficiency incentive programs).

Question 10: Please indicate all climate initiatives your local government or Nation had in-progress, ongoing or completed in the 2024 calendar year related to the buildings sector.

This should not be limited to what your LGCAP funding supported.

Not applicable

Please highlight a community project(s) that was in-progress, ongoing or completed in the 2024 calendar year related to buildings.

Please enter NA if your community reported no buildings initiatives ongoing, completed or in-progress for 2024.

Working with a consultant on the Multiplex dehumidifier replacement that would lower energy consumption, put on delay as the chiller failed and that was replaced. should be in place in last half of 2026.

Question 11: Please indicate all climate initiatives your local government or Nation had in-progress, ongoing or completed in the 2024 calendar year related to the transportation sector.

This should not be limited to what your LGCAP funding supported.

Corporate

Community

Corporate transportation policies, programs and actions.

Installation of secure bike parking (i.e. bike valet).

Community-wide transportation policies, programs and actions.

Active transportation planning.

Active transportation infrastructure investments.

Installation of secure public bike parking (i.e. bike valet).

Please highlight a community project(s) that was in-progress, ongoing or completed in the 2024 calendar year related to transportation.

Please enter NA if your community reported no transportation initiatives ongoing, completed or in-progress for 2024.

Began work on the Transportation Masterplan, currently in progress.

Question 12: Please indicate all other climate initiatives (excluding buildings, transportation, and adaptation and resilience) your local government or Nation had in-progress, ongoing or completed in the 2024 calendar year related to community-wide and corporate action.

This section includes initiatives such as land-use planning, renewable energy projects, waste diversion, etc. This should not be limited to what your LGCAP funding supported.

Not applicable

Please highlight a community project(s) that was in-progress, ongoing or completed in the 2024 calendar year related to community-wide or corporate action.

Please enter NA if your community reported no community-wide or corporate initiatives ongoing, completed or in-progress for 2024.

na

Provincial Policy Alignment - Resilience and Adaptation

The goal of climate adaptation is to reduce risk and vulnerability associated with climate change impacts. To manage climate impacts, local governments and Nations are integrating climate adaptation principles into decisions and everyday activities.

One requirement of this Program is that you must report on **at least one or more** project(s) linked to one or more objectives from the [CleanBC Roadmap to 2030](#) and/or the [Climate Preparedness and Adaptation Strategy](#) (CPAS) in Questions 10-13. If your community reports one initiative related to one sector you have satisfied this requirement, but please select all that apply for Questions 10-13.

Question 13 a): Please indicate all initiatives your local government or Nation had completed, ongoing or in-progress in the 2024 calendar year to adapt to and build resilience to climate impacts.

This should not be limited to what your LGCAP funding supported.

Community

Community-wide resilience and adaptation policies, programs and actions.

Addressing current and future climate risks through plans, adaptation measure implementation, programs, service delivery, asset management and/or other functions.

Please highlight one or more climate adaptation project(s) that were completed, ongoing or in-progress in the 2024 calendar year to reduce risk and increase resilience.

Please enter NA if your community reported no initiatives to reduce risk and increase resilience that were ongoing, completed or in-progress for 2024. Please note that highlights for resilience actions may be shared with the Ministry of Emergency Management and Climate Readiness (EMCR) for them to use on ClimateReadyBC as part of their work on sharing info on climate resilience in BC. EMCR may follow up for more details if needed.

Yes, at the community level.

The Together for Climate project - https://icleicanada.org/wp-content/uploads/2020/10/Port-Alberni-Climate-Adaptation-Report_FINAL.pdf - 2020

Question 13 b): Staff time for developing plans and assessments How many full-time equivalent (FTE) staff are dedicated to developing the plans and assessments listed below? This includes plans and assessments done collaboratively with other local or Indigenous government partners.

Please estimate e.g., 100% time = 1.0; 50% time = 0.5; 25% time = 0.25.

Not applicable

Question 13 c): Funding for developing plans and assessments What is the annual budget allocated for the plans and assessments listed below? This includes plans and assessments done collaboratively with other local or Indigenous government partners.
Please estimate and round to the nearest thousand and enter numbers with no dollar sign or comma.

Not applicable

Question 14 a): Has a climate risk and vulnerability or similar assessment been undertaken for your local government or Nation?

Please select all that apply. If completed, please provide the year of completion in the textbox (YYYY).

No

If not, please select one or more options from the list.

No, but we are currently undertaking one and it will be complete in the next two years.

No, we are not intending to undertake due to lack of staff and technical capacity.

Question 14 b): Are you integrating climate risk into asset management, budgeting and climate action plans?

Yes, in asset management

Question 15: Please select the most significant climate hazards and impacts faced by your jurisdiction and please specify the associated adaptation measures completed or in-progress in the 2024 calendar year, if any.

If entering a hazard under "Other", please also write the hazard in the textbox. Textbox limit: 998 characters

Extreme heat and heat stress

Master planning

Water shortages

Monitoring flows from sources

Wildfire

Fire smart w/ACRD

Overland flooding

Master planning

Coastal flooding, storm surge events and/or other coastal hazards

flood mapping with ACRD

Wind, rain, and other storm events

Master planning

Question 16: What information do you need to know to be able to plan effectively for the future of your community, with respect to the hazards and impacts identified in Question 15?

Please select one or more of what you consider the most valuable types of information for planning.

Local knowledge

Localized climate modelling and projected scenarios

Assessment of potential community impacts

Assessment of community vulnerabilities

Risk assessment of hazards

Mapping of climate change impacts and hazards

Information on partnership opportunities

Question 17: Please indicate all initiatives your local government or Nation had in-progress, ongoing or completed in the 2024 calendar year related to collaborating with their neighbouring communities, businesses or community organizations, critical infrastructure providers and/or other partners.
Please select all that apply.

Entering into agreements with other jurisdictions related to emergency management, hazard and climate risk reduction, etc. (This request would exclude information on mutual aid type of agreements in relation to (e.g.) fire protection services.)

Question 18: Has your local government or Nation completed a natural asset inventory (an assessment of natural resources like forests, wetlands, and waterways for their ecosystem services and value)?

No

If no, what are the primary barriers preventing your local government or Nation from completing a natural asset inventory?
Please select all that apply.

Lack of funding

Lack of capacity (staff, expertise, etc.)

Equity

Certain populations are disproportionately affected/more vulnerable by climate hazards and impacts (e.g. people experiencing homelessness, low-income households, seniors/elders, people living alone).

Taking an equity-informed approach to climate action is about enhancing climate resilience for everyone in B.C., regardless of where and how they live and requires a just approach that integrates equity considerations into climate planning and adaptation responses.

Question 19: How does your local government or Nation ensure equitable access to and distribution of climate action opportunities and benefits?
Please select all that apply.

Not sure if equity is being integrated into our climate action work.

LGCAP Funding

The Program must be able to demonstrate the impact this funding has on greenhouse gas emissions reductions and resilience and adaptation in B.C. To substantiate the Program, we must develop a baseline understanding of where local governments and Nations are at with respect to climate action and track progress over time.

Please do your best to specify how much of your LGCAP funds was invested for each initiative undertaken without double counting.

Question 20 a): How has your local government or Nation spent or committed its LGCAP funding received in March 2024? This is the 3-years' upfront lump sum totaling: \$430,960

Instructions: Please select all that apply and indicate the total dollar value associated with each initiative. Please ensure the amount(s) entered below equals your local government or Nation's total LGCAP funding amount received in 2024 (noted above). For the purposes of this question, "committed" funding refers to money that has been officially allocated or earmarked for specific projects with certainty, even if it has not yet been spent. Please select "funds on hold" for any funding that was not spent or committed during the 2024 calendar year. Format: no dollar sign, no comma and up to two decimal places.

Corporate

Funds on hold

241928.00

Corporate Initiatives

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25). If selecting "Other", please write both the item and the amount of funding in the textbox.

Asset management

139032.00

Climate finance planning

50000.00

Funds on hold - How will funds be allocated?

No decision has been made.

To expand upon your selection(s), please highlight the initiative(s) your local government or Nation's LGCAP funding received in March 2024 has gone towards

We are in the process of hiring Climate Action role, inclusion of climate action planning in our master planning process with the aim to complete the climate action plan. Replace Fire Chief vehicle with a fully electric truck, other electrification across city asset replacement where appropriate.

Question 20 b): How has your local government or Nation spent or committed its remaining LGCAP funding received in 2022 and 2023? Based on our records, for your community, these funds total: \$274,164. (This is your community's total LGCAP funding received in 2022 and 2023 minus what was reported as spent in the last two LGCAP surveys.)

Your community needs to report on this whether or not you've submitted an LGCAP Spending Forecast Form. You can see what your community has previously reported for LGCAP funding in the LGCAP Raw Survey Data.

Instructions: Please select all that apply and indicate the total dollar value associated with each initiative. Please ensure the amount(s) entered below equals your local government or Nation's total LGCAP funding amount that was previously reported as in reserve (noted above). It doesn't matter which year the previously reserved funds received in 2022 and 2023 were spent or committed in. Format: no dollar sign, no comma and up to two decimal places.

Corporate

Corporate Initiatives

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25). If selecting "Other", please write both the item and the amount of funding in the textbox.

Staffing

212160.00

Asset management

62004.00

To expand upon your selection(s), please highlight the initiative(s) your local government or Nation's LGCAP funding received in 2022 and 2023 has gone towards

City contributed \$50,000 to the reserve as the annual contribution to Climate action work. We have attempted to hire for role but it has taken longer than planned.

Question 21 a): How much additional external funding for climate action were you able to invest by leveraging your 2024 LGCAP funds? This could include matching grants as well as private investment.

Format: no dollar sign, no comma, and up to two decimal places

0

Question 21 b): Please list the funding programs leveraged and associated funders (i.e. Investing in Canada Infrastructure Program, Canada/Province).

Please enter "NA" if no funds were leveraged.

NA

Question 22: What is your internal decision criteria for spending LGCAP dollars?

Seek to find items that are coming up for renewal and supporting lower carbon emission options and use funding from LGCAP and annual municipal contributions to support the funding. New projects to be determined by Council in upcoming year.

Question 23: Does your local government or Nation use a formal framework to apply a climate lens on infrastructure planning and decision-making?

This could include the Provincial preliminary GHG assessment guidance, the Federal climate lens guidance, or another climate lens framework.

No

Please note on posting the survey publicly:

- All information from the required questions must be included.
- Optional questions and responses can be omitted.
 - The Province will use the information from optional questions for internal purposes only.
- When posting the survey publicly, the design / format of the form can be changed.

Local Government Climate Action Program Attestation Form

Instructions for the Attestor (CFO or equivalent staff person):
Complete and sign this form by filling in the fields below.

I, the Chief Financial Officer, or equivalent position, attest to the following:

1. That Local Government Climate Action Program funding has been, or will be, allocated to climate action.
2. That Local Government Climate Action Program funds received in 2022 and 2023 were spent by March 31, 2025 or an LGCAP Spending Forecast Form was submitted by February 28, 2025 and approved.
3. That Local Government Climate Action Program funds received in 2024 will be spent by March 31, 2028.
4. That a completed and signed version of this form and survey contents will be publicly posted by September 30, 2025.

Attested by (first name, last name)

Andrew McGifford

Professional title

Director of Finance

Local government or Modern Treaty Nation

City of Port Alberni

Date

2025-07-31

Attestor signature

Please note: File upload e-signatures are not enabled as uploaded files do not appear on the final report. If you require a redo for the digitally-drawn signature, please click the trash can. If that doesn't work, please submit your survey then contact us at LGCAP@gov.bc.ca.

Signature captured



Reminder: Download a copy for your records!

Once submitted, please download a copy of the completed survey and attestation form (PDF, Excel, and Word options).