

## SIX WAYS TO PAY YOUR PROPERTY TAXES IN PORT COQUITLAM

### 1. PAY AT YOUR BANK

Save time. Pay your taxes and other bills while banking.

### 2. PAY BY PHONE OR INTERNET BANKING

Check with your bank or credit union to see if it offers this service. You can also claim your Home Owner Grant at [www.portcoquitlam.ca/e-hog](http://www.portcoquitlam.ca/e-hog).

### 3. \*PAY BY MAIL

Mail your cheque or money order to City of Port Coquitlam, 2580 Shaughnessy Street, Port Coquitlam BC V3C 2A8.

### 4. \*24-HOUR DROP OFF

Drop your payment in the mail slot to the right of the main entrance to City Hall.

### 5. \*PAY IN PERSON

Bring your payment to the Tax Office on the main floor of City Hall from Monday to Friday (excluding statutory holidays), 8:30 am to 4:30 pm. *Extended hours from June 28 to July 2: 8 am to 5 pm (excluding July 1).* Please be prepared to wait in line.

### 6. FOR NEXT YEAR

Consider joining our Pre-Authorized Payment Plan for property taxes and utilities. More information is available from the Tax Office (604.927.5425) or [www.portcoquitlam.ca/taxes](http://www.portcoquitlam.ca/taxes).

\* Cheques post-dated up to July 2, 2010 accepted.

**Credit Card Payments:** The City of Port Coquitlam does not accept credit card payments for property taxes or utilities.

MORE PROPERTY  
 TAX DETAILS  
 INSIDE!



Your grant is just a click away  
 Claim your Home Owner Grant online:  
[www.portcoquitlam.ca/e-hog](http://www.portcoquitlam.ca/e-hog)

## IMPORTANT PHONE NUMBERS

BC Assessment Authority: 604.294.6441  
 City of Port Coquitlam Tax Office: 604.927.5425  
 Metro Vancouver (regional district): 604.432.6249  
 Municipal Finance Authority: 1.250.383.1181  
 School Taxes: 1.250.356.0907  
 TransLink: 604.453.4500

## Message from the Mayor

Leading up to this year's budgeting process, the City conducted a comprehensive core services review that looked closely at the services we offer and how we offer them.



One result from the review was sustainable cost savings of about \$700,000. The other result was valuable data that has become part of our annual budgeting process. Thanks to the review, we now have benchmarks against which we can measure our services from year to year. Ultimately, this will save money and result in better service to our taxpayers and greater transparency into our operations.

Our outlook for this budget was not only our current needs, but also our future needs. Our investment in the Coast Meridian Overpass project, for example, has already significantly improved access in Port Coquitlam and will bring long-term benefits to our community. We also set aside funds for future infrastructure replacement, and made sure that any reductions we made were sustainable.

To make sure your priorities were considered, we actively solicited public input both online and at meetings. We even brought the process to our residents by holding an open house at the Port Coquitlam Recreation Complex on a Saturday.

The end result is a budget that reflects our community's needs, and a municipal tax bill that is still less than the average in Metro Vancouver. It should also be noted that there was no increase to this year's solid waste levy because of waste-reduction initiatives, such as alternate-week garbage collection, which are offsetting rising disposal costs by diverting waste away from the landfill.

Greg Moore  
 Mayor

## Weekly yard and kitchen waste collection has begun!

Weekly curbside collection of green/kitchen waste carts will take place this year from May 17 to November 15 – timed to coincide with the warmer weather and gardening season.

### Warm weather waste tips:

- Put all yard waste, food scraps and food-soiled papers in your green cart and recycle as much as possible.
- Follow the City's bear regulations (see story, pg 2).
- Rinse carts with a hose, mild detergent or vinegar/water solution.
- Place food scraps in old newspaper or paper bags; freeze meat and fish until collection day.
- Sprinkle baking soda over diapers/smelly waste; bag securely.

Visit [www.portcoquitlam.ca/wastecollection](http://www.portcoquitlam.ca/wastecollection) for more tips and info.

**Port Coquitlam  
is bear country.**



**BE BEAR SMART**

*and stay safe!*

Follow the Solid Waste Bylaw bear regulations to protect your home and neighbourhood:

**LOCK IT UP:** Secure your garbage and kitchen waste carts in a wildlife-resistant enclosure (e.g. garage or shed) or by using a City-approved wildlife-resistant lock.

**SET IT OUT:** Cart set-out times are between 5:30 and 7:30 am on collection day.

*Report bears eating garbage or acting aggressively to the Provincial Conservation Officer Service at 1.877.952.RAPP (24-hour hotline) or [www.rapp.bc.ca](http://www.rapp.bc.ca). If the bear poses a threat to public safety, call 911.*

Visit [www.portcoquitlam.ca/bears](http://www.portcoquitlam.ca/bears) or call 604.927.5446 for more information about being bear smart and the City's bear regulations.

## Learn how to get healthy at [www.pocomotion.ca](http://www.pocomotion.ca)

The City of Port Coquitlam's newest online offering – [www.pocomotion.ca](http://www.pocomotion.ca) – aims to show local residents just how easy it is to get healthy and to stay that way. An initiative of the PoCoMotion program, the website is a comprehensive resource of health, fitness and nutrition information and tips.



At [www.pocomotion.ca](http://www.pocomotion.ca), residents can:

- discover simple ways to incorporate more activity into their day,
- see how various activities – from yoga to housework and video games – translate into the 10,000 steps per day that are recommended for a healthy lifestyle,
- learn the easiest ways to quit smoking or lose weight,
- learn easy ways to make their family's diet healthier,
- learn how to create a healthier workplace,
- check out various City initiatives related to health and wellness, and
- find links to a variety of other online resources.

## About the Home Owner Grant

### To help us process your payment faster:

- Complete your Home Owner Grant application in full, if you are eligible. Missing information may delay processing and could result in late charges.
- If you are 65 years of age or older, please ensure your birth date is included on the application.
- You must complete a new Home Owner Grant application each year.

### Explanatory notes – Home Owner Grant

**BASIC GRANT: For applicants under 65 years of age.** If the current year tax is less than \$920, the Home Owner Grant is the amount of the current year taxes less \$350. If the current year tax is \$920 or more, the Home Owner Grant is \$570. The minimum tax payment required from applicants under 65 is \$350.

**ADDITIONAL GRANT: For applicants 65 years of age or older, or in receipt of an allowance under the War Veteran Act or Civilian War Related Benefits Act, disability assistance, hardship assistance or a supplement under the BC Employment and Assistance for Persons with Disabilities Act, or a person with disabilities under the regulations.** If the current year tax is less than \$945, the Home Owner Grant, inclusive of the additional grant, is the amount of the current year taxes less \$100. If the current year tax is \$945 or more, the Home Owner Grant, inclusive of the additional grant, is \$845. The Home Owner Grant is reduced by \$5 for every \$1,000 of residential assessed value in excess of \$1,050,000.

*These notes are intended for general guidance only and are subject to the detailed provisions in the Home Owner Grant Act and regulations.*

To obtain the grant, complete and submit an application form. If you qualify for the additional grant (see below) and wish to obtain it, you must complete the box on the application form that best describes your qualification and provide the required information and forms.

### Who may qualify?

1. You may qualify for a Home Owner Grant if:
  - You are an owner (as defined in the Local Government Act and the Taxation (Rural Area) Act, which includes a lessee under a registered lease of 99 years or more who is required to pay the current year taxes); and
  - you are a permanent resident of B.C. or a Canadian citizen; and
  - you occupy, as your principal residence, the dwelling described on your application form.
2. You and your spouse together may qualify for only one grant on one residence in British Columbia in any one calendar year, even if you live in separate residences (unless you are legally separated and provide a copy of the Separation Agreement). If you are the spouse, child, grandchild, parent, brother or sister of a **qualifying** deceased owner, you may be eligible for the grant in the year of the owner's death if the home is currently your principal residence, and was your principal residence prior to and at the time of the death.
4. You may qualify for the Additional Grant if:
  - you are over 65 (please state your birth date on the application form); or
  - you have a permanent disability, or are the spouse, child, grandchild, parent, step parent or person standing in the place of a parent, grandparent, brother or sister of a person with a permanent disability who resides in your home (complete the required forms, which are available from the City Collector).
5. The City Collector or Grant Administrator may require any documentation considered necessary to confirm your eligibility.
6. Corporations are not eligible for a grant unless they qualify as owners of eligible buildings, land cooperatives or multi-dwelling leased parcels, as defined in the Home Owner Grant Act. Such owners must use the prescribed Form A, available from the City Collector at City Hall, 2580 Shaughnessy Street or 604.927.5425.
7. If an owner is unable to apply in person, the owner's committee or a person appointed in writing as the owner's attorney (Power of Attorney) or authorized representative (Representation Agreement) may apply on behalf of the owner.
8. To avoid penalty for late payment of your taxes, you must apply for a grant on or before the tax due date of July 2, 2010 (you may apply before the tax due date even if you are not paying your taxes before the due date).

*A grant for the current tax year may not be allowed if an application for the grant is delivered to the City Collector later than December 31 of that year. Extensions of one year may be allowed. For more information, contact the City Collector at 604.927.5425 or [taxes@portcoquitlam.ca](mailto:taxes@portcoquitlam.ca), or visit [www.sbr.gov.bc.ca/hog](http://www.sbr.gov.bc.ca/hog).*

# CITY OF PORT COQUITLAM PROPERTY TAXES ARE DUE ON FRIDAY, JULY 2, 2010

Please note: a 5% penalty will be added to 2010 property taxes outstanding after **July 2, 2010**. A further 5% penalty will be applied on **August 16, 2010**.

## Understanding your property tax notice

Taxes collected on behalf of:

- the Provincial Government
- for schools
- BC Assessment
- Metro Vancouver (GVRD) regional district
- TransLink
- Municipal Finance Authority

The City of Port Coquitlam transfers all funds collected to these external agencies.

Pay **COLUMN A** if:

- You do not qualify for a grant.
- You are a registered owner who does not live in the home.

Submit a Grant Application and pay **COLUMN B** if:

- You are under age 65 and live in your home.
- There is a grant available on your property.

Submit a Grant Application and pay **COLUMN C** if:

- You are at least age 65 or over and live in your home.

*Or if you:*

- Receive a Disability, War Veterans or Civilian War allowance.
- Meet the qualifications noted on the back of your notice.

**2010 PROPERTY TAX NOTICE**  
DUE DATE: Friday, July 2, 2010

AVERAGE, JOE G  
AVERAGE, IM A  
1234 ANY STREET  
PORT COQUITLAM BC V3C 2A8

**LEGAL DESCRIPTION**

**TOTAL NET ASSESSED VALUES FOR TAXATION PURPOSES**

CLASS	GENERAL	SCHOOL	HOSPITAL
1 - Res	466,410	466,410	466,410

**RATES**

	COLUMN A NO GRANT	COLUMN B BASIC GRANT	COLUMN C ADDITIONAL GRANT
SCHOOL LEVY	1.91460	892.99	892.99
Less: Home Owner Grant		-570.00	-845.00
<b>NET BASIC SCHOOL TAXES</b>		322.99	47.99
BC ASSESSMENT AUTHORITY LEVY	0.06640	30.97	30.97
GVRD LEVY	0.06620	30.88	30.88
GVRD TRANSIT LEVY	0.36280	169.21	169.21
TRANSLINK REPLACEMENT TAX LEVY	0.01740	8.12	8.12
MUNICIPAL FINANCE AUTHORITY LEVY	0.00020	0.09	0.09
<b>NET OTHER GOVERNMENT TAXES</b>		239.27	239.27
POLICE SERVICES	0.85870	400.51	400.51
FIRE SERVICES	0.59500	277.51	277.51
CAPITAL	0.44920	209.51	209.51
PARKS & RECREATION SERVICES	0.64920	298.78	298.78
ROADS, DRAINAGE AND ENGINEERING SERVICES	0.45660	226.96	226.96
COAST MERIDIAN OVERPASS	0.23440	109.33	109.33
TERRY FOX LIBRARY	0.11050	51.54	51.54
DEVELOPMENTAL SERVICES	0.08090	37.73	37.73
OTHER CITY SERVICES	0.40080	186.94	186.94
LOCAL SERVICES - GARBAGE FEE	176.30000	176.30	176.30
LOCAL SERVICES - GARB SEC SUITE		0.00	0.00
LOCAL SERVICES - 2010 SEC SUITE EXEMPT		0.00	0.00
<b>NET MUNICIPAL TAXES</b>		1,975.11	1,975.11
<b>TOTAL NEW TAXES LEVIES</b>		3,107.37	2,537.37
Tax Prepayments/Adjustments		0.00	0.00
<b>TOTAL OUTSTANDING TAXES</b>		3,107.37	2,537.37

**EXTENDED HOURS AT CITY TAX OFFICE:**

**JUNE 28 - JULY 2: 8 AM - 5 PM**

(excluding July 1)



**DON'T FORGET TO CLAIM YOUR HOME OWNER GRANT ONLINE!**

Skip the lineups and save a stamp!

City of Port Coquitlam residents who are eligible for Home Owner Grants can claim them through the City's website.

All you need is the Folio Number and Access Code on your tax notice.

Simply:

1. Go to: [www.portcoquitlam.ca/e-hog](http://www.portcoquitlam.ca/e-hog)
2. Click on *Online Payments and Services* and follow the prompts.
3. Print out confirmation.

### If your property taxes are paid by a mortgage company:

- It is the sole responsibility of the property owner to complete the homeowner grant every year (if eligible). You must submit your application to the City Collector by the due date to avoid penalties.
- At their request, your mortgage company is advised of property taxes payable ONLY, and NOT ANY UNPAID water and sewer levies for the current year.

### Property Tax Deferment Programs

The provincial government offers three low-interest loan programs to help qualifying homeowners in British Columbia pay the annual property taxes on their principal residence.

- **Property Tax Deferment – Families with Children:** for qualifying homeowners who financially support a dependent child under age 18.

- **Property Tax Deferment – Age 55 and Older, Surviving Spouse or Person with a Disability:** for qualifying homeowners who are Canadian citizens or permanent residents and have lived in B.C. for at least one year.
- **Financial Hardship Property Tax Deferment Program:** for qualifying homeowners facing financial hardship and who have at least 15% equity in their homes, are Canadian citizens or permanent residents and have lived in B.C. for at least one year.

For information about these programs or an application form, contact the City's Tax Office ([taxes@portcoquitlam.ca](mailto:taxes@portcoquitlam.ca) or 604.927.5425) or the Provincial Tax Deferment Office (604.660.2421). Information on these programs is also posted at [http://www.sbr.gov.bc.ca/individuals/property\\_taxes/Property\\_Tax\\_Deferment/ptd.htm](http://www.sbr.gov.bc.ca/individuals/property_taxes/Property_Tax_Deferment/ptd.htm).

## TOP 10 REASONS TO GET A BUILDING PERMIT BEFORE YOU BUILD

1. It's required. If you undertake work without a permit, you might be required to tear it all down and start all over with proper permits.
2. To ensure you meet BC Building Code requirements for fire safety, structural support, soil and foundation strength, energy efficiency, plumbing, electrical, water conservation, trip and fall prevention etc.
3. To save money. If you start construction without a building permit, it's going to cost you much more in additional building permit fees, additional business licences fees, additional drawings, redoing work...
4. To ensure all buildings and structures, renovations, alterations, additions, decks, mezzanines, retaining walls, accessory buildings, swimming pools, carports etc. comply with required setbacks from your property line, height, floor area and other regulations of the Zoning Bylaw.
5. To enable your commercial tenants to get business licences. Tenant premises must comply with the City's regulations and BC Building Code before receiving a licence.
6. To give you the assurance that your contractor is doing the work you are paying for, helping you avoid unscrupulous contractors or shortcuts in their work that might affect your investment or safety.
7. To keep your insurance agent happy.
8. To maintain value: buyers will avoid purchasing buildings with unauthorized construction.
9. To keep on good terms with your neighbours.
10. To get good advice from the City's helpful Building Division staff.

### How do you get a building permit?

Apply at City Hall – come to the Building Division in the City Hall Annex at #200-2564 Shaughnessy Street (above Bank of Montreal). For more information, visit [www.portcoquitlam.ca/building](http://www.portcoquitlam.ca/building) or call 604.927.5444.

## THE FARMERS MARKET IS BACK!

Back for its second year, the Port Coquitlam Farmers Market is Thursdays, 3-7 pm in Leigh Square from May 20 to September 16. Along with fresh vegetables, fruit, baking and crafts, there will be interesting and exciting themes planned for each week. Meet the people behind the foods and products, learn about their passions and support buying local!

- May 20: Celebration Day
- May 27: Gardener's Market
- June 3: Art at the Market
- June 10: Kids' Day
- June 17: Barbeque in the Sculpture Yard
- June 24: Cookbook Exchange & Ask a Chef Table

For information, call 604.927.8400 or visit [www.portcoquitlam.ca/events](http://www.portcoquitlam.ca/events).

## Time to nominate your favourite garden

Do you have a favourite local garden? Make sure to nominate it for the 2010 Pride of PoCo Garden Awards before the deadline on July 16!

Conducted by the City of Port Coquitlam and the PoCo Garden Club, the annual awards celebrate the efforts of our local gardeners to build PoCo Pride, respect the environment, and promote the beautification of our community. Any Port Coquitlam resident or business may be nominated. Nomination forms are available at local garden supply businesses, City Hall and at [www.portcoquitlam.ca/gardenawards](http://www.portcoquitlam.ca/gardenawards).

Submit your nomination by calling 604.927.5480, faxing to 604.927.5408, emailing [millerd@portcoquitlam.ca](mailto:millerd@portcoquitlam.ca) or sending/dropping off to City Hall (2580 Shaughnessy St., Port Coquitlam, V3C 2A8).

## ARE YOU AND YOUR FAMILY PREPARED TO SURVIVE ON YOUR OWN FOR 72 HOURS?

If disaster strikes, emergency services and utilities may not be available for at least 72 hours. Get prepared by taking the City's free Emergency Preparedness courses, offered throughout the year. The next round of courses begins in September.

Visit [www.portcoquitlam.ca/ep](http://www.portcoquitlam.ca/ep) or call 604.927.5466 for course details, and to learn more about the Are You Prepared? contest, which offers great prizes for residents who are getting prepared in 2010.

How to stay connected!

[www.portcoquitlam.ca](http://www.portcoquitlam.ca): The City's website is a comprehensive guide to City services, news, programs and activities, as well as time-saving online programs, including:

- PoCoMAP interactive mapping tool
- Community Calendar – City events, meetings and public input sessions
- Council meeting agendas and minutes

- Online Payments – renew dog and business licences
- Electronic Home Owner Grants – claim your annual grant online
- Service Requests, Complaints and Compliments – online form and department contact details

[www.experienceit.ca](http://www.experienceit.ca): Registering for recreation programs is simple and convenient at our online registration site. You can also learn about programs there.

[www.pocoyouth.com](http://www.pocoyouth.com): Includes a range of information for youth.

**E-Updates:** Sign up for email newsletters at [www.portcoquitlam.ca/e-update](http://www.portcoquitlam.ca/e-update) to get info about community events, input opportunities, programs and services.

**Facebook and Twitter:** Stay up-to-date by following our posts on Facebook ([www.facebook.com/PortCoquitlam](http://www.facebook.com/PortCoquitlam)) and Twitter ([www.twitter.com/CityofPoCo](http://www.twitter.com/CityofPoCo)). Our Facebook page also features information about events, services, programs, initiatives and web links.

