

## INFORMATIONAL CORRESPONDENCE – JUNE 24, 2019

- |     |  |   |
|-----|--|---|
| 1.  | A. Harrison, Mayor – letter dated June 12, 2019 – Letter of support for outreach worker in Salmon Arm  | N |
| 2.  | K. Pearson, Director of Development Services to D. Wood, J. MacLennan, J. & G. Beveridge, R. Watt – letter dated June 11, 2019 – 11 Avenue NE/Trans Canada Hwy. – South Side between 18 Street NE and 16 Street NE Official Community Plan & Zoning Matters                        | N |
| 3.  | M. Rollier, H. Bartsch, P. Pratt and B.J. Worobey, Council Members, Alcide Place (KAS 2657) – letter dated June 7, 2019 – Snow removal at Alcide Place Townhouses, 51- 8 Avenue SW   | A |
| 4.  | S. and D. Tchir – letter received June 18, 2019 – Property Tax Increase  |   |
| 5.  | E. Vieira, Fraser Basin Council – email dated May 8, 2019 – Shuswap Watershed Council Annual Report and Other Updates  | N |
| 6.  | S. Weaver, J. Beatty, N. Caves, Environmental Advisory Committee – letter dated May 27, 2019 – Report to Salmon Arm City Council on Town Hall for the Green New Deal   | N |
| 7.  | L. Wong, Manager, Downtown Salmon Arm – letter dated June 12, 2019 – Street Solicitation Bylaw No. 4273  | A |
| 8.  | L. Wong, Manager, Downtown Salmon Arm – letter dated June 12, 2019 – Downtown Senior’s Activity Centre   | A |
| 9.  | L. Wong, Manager, Downtown Salmon Arm – letter dated June 11, 2019 – Community Outreach Worker for Salmon Arm  | N |
| 10. | S. Samaddar, Airport Director, Kelowna International Airport – letter – Celebrating 20 years of Ambassadors  | N |
| 11. | D. Albas, Member of Parliament, Central Okanagan – Simikameen-Nicola – letter dated June 10, 2019 –Criminal Code modernization regarding natural disasters and evacuation orders   | N |
| 12. | B. Schmidt, Director, Operations and Client Relations, Local Government Division/Ministry of Affairs and Housing – email dated June 11, 2019 – 2019 UBCM Convention – Provincial Appointment Book and Meeting Request Process for Meetings with Provincial Government Staff        | A |
| 13. | B. Schmidt, Director, Operations and Client Relations, Local Government Division/Ministry of Affairs and Housing – email dated June 11, 2019 – 2019 UBCM – Meeting Requests with Premier Horgan and Provincial Cabinet Ministers and the Minister of Municipal Affairs and Housing | A |

N = No Action Required  
A = Action Requested

S = Staff has Responded  
R = Response Required

*From the Office of the Mayor*

June 12, 2019

BC Housing  
Suite 1701-4555 Kingsway  
Burnaby, BC V5H 4V8

Re: Request for Outreach Worker in Salmon Arm, BC

On behalf of Council for the City of Salmon Arm, I wish to request that a BC Housing Outreach Worker be hired to service the City of Salmon Arm and surrounding areas.

At the June 10, 2019 Regular Council Meeting Council passed the following resolution:

*THAT: Council send a letter to BC Housing and the Ministry of Housing and Social Development detailing the need for a Social Outreach Worker for Salmon Arm and surrounding area.*

The City of Salmon Arm, like many cities throughout British Columbia, is experiencing increased numbers of individuals whom are homeless or at risk of homelessness. However, unlike most other communities our City is not currently serviced by Outreach Worker.

We have previously expressed our communities' requirement for a Social Outreach Worker and the need for this essential service is growing. We understand the positive impact that Outreach Workers can provide and believe there are many individuals in our area that could benefit from these services.

If you require further comment, please contact Erin Jackson, Director of Corporate Services at 250 803-4029 or by email at [ejackson@salmonarm.ca](mailto:ejackson@salmonarm.ca).

Regards,



Alan Harrison  
Mayor

cc: Ministry of Housing and Social Development  
Councillor Wallace Richmond

1



250.803.4000  
250.803.4041

500 - 2 Avenue NE; Box 40  
Salmon Arm, BC V1E 4N2

[cityhall@salmonarm.ca](mailto:cityhall@salmonarm.ca)  
[www.salmonarm.ca](http://www.salmonarm.ca)



June 11, 2019

To: David Wood & Jean MacLennan, 1640 - 11 Avenue NE, Salmon Arm, BC V1E 2V1  
James & Gloria Beveridge, 1690 - 11 Avenue NE, Salmon Arm, BC V1E 2V2  
Robin Watt, 1710 - 11 Avenue NE, Salmon Arm, BC V1E 2T4

Re: **11 Avenue NE / Trans Canada Hwy. - South side between 18 Street NE and 16 Street NE**  
**Official Community Plan & Zoning Matters**

Thank you for your co-authored letter dated March 25, 2019. Your letter was discussed at the May 27, 2019 Regular Council meeting.

Your letter will be saved for consideration during the next Official Community Plan (OCP) Review process; however I do not anticipate that process to start for at least two years from now, and the review itself can take at least year or more before a new OCP Bylaw is considered by City Council.

In the mean time, you have an option to apply to amend the OCP land use designation of your properties. The application fee would be \$800 per lot + public notification signage costs.

Changing the OCP designation of each lot from "Highway Service / Tourist Commercial" to "Low Density Residential" to match the R-1 zoning of the properties would lower the future potential for commercial land use and development of the land, and be out of step with the City's growth management policies which encourage higher residential densities. Although City staff is unlikely to recommend support of such applications, City Council makes the decision whether or not to approve an OCP Amendment Bylaw through an application process.

BC Assessment Authority appears to consider an OCP's land use designation of property as a basis for its assessment (rather than just the current zoning), and I understand your concerns with respect to BCAA's methodology for property assessment and taxation.

Please contact me if you wish to discuss the above.

Yours truly,

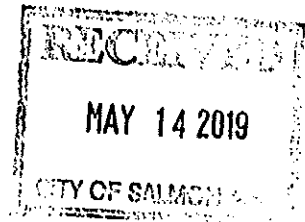
A handwritten signature in black ink that reads "Kevin Pearson". The signature is fluid and cursive, with the first name "Kevin" and last name "Pearson" clearly distinguishable.

Kevin Pearson, MCIP, RPP  
Director of Development Services  
250-803-4015  
[kpearson@salmonarm.ca](mailto:kpearson@salmonarm.ca)

cc: Mayor & Council

March 25, 2019

Mayor and Council  
City of Salmon Arm



Dear Mayor and Council

Re: Properties located at  
1640 11 Ave. NE  
1690 11 Ave. NE  
1710 11 Ave. NE

We, the owners of the properties (the "Properties") listed above, are writing to request that Salmon Arm Council reconsider the future "Service/Tourist Commercial" designation as defined in the Official Community Plan (the "OCP") for the Properties on the south side of 11<sup>th</sup> Avenue NE situated west of 18<sup>th</sup> Street NE to the intersection of 16<sup>th</sup> Street NE and return the future use of the Properties to R-1 zoning in the OCP when the OCP is opened for revision.

Section 9.3.18(c) of the OCP, in discussing the commercial corridor east of City Centre to 30 Street NE, states that "limited expansion of this area may be considered" and "may include convenience or small-scale food retail store, neighborhood pub, restaurant or cafe, commercial child care, office, personal service establishment, and upper floor residential." It is our contention that these needs are met by the current commercial establishments already in existence on 11 Ave NE east of 18<sup>th</sup> Street NE, including Askews' Uptown Store, Setters Pub, Home Restaurant, SASCU uptown facility which will include upper floor residential units, Comfort Inn, Super 8 Motel, MacDonald's Restaurant and the various stores and gas station in the small shopping centre on the upper south side of 11<sup>th</sup> Avenue NE. Given the level of commercial enterprises presently available in this area, we do not believe an argument can be made for more commercial enterprise to be developed on the Properties.

We make this request because we are currently being unfairly assessed under the Service/Tourist Commercial designation by the Assessor. The Assessor ruled that his assessment of the Properties is based on his opinion that the highest and best use of the Properties should reflect the Service/Tourist Commercial designation of the Properties under the Official Community Plan (the "OCP") of the city of Salmon Arm.

We have no interest in applying to rezone the Properties to Commercial, nor have we encountered any pressure to consider selling the Properties for commercial purposes. The Properties are rightfully presently zoned as R-1 by the City. The OCP future use should mirror this zoning and the Service/Tourist Commercial designation for the properties should be removed.

We are willing to appear before Council to discuss this request.

Regards,

A handwritten signature in dark ink, appearing to read "Wood".

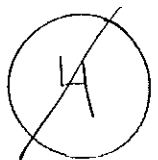
David Wood & Jean MacLennan  
1640 11 Ave NE, Salmon Arm

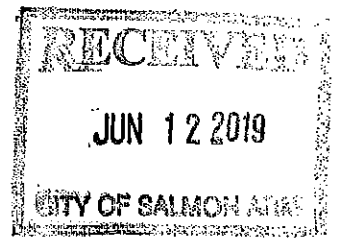
A handwritten signature in dark ink, appearing to read "Beveridge".

James and Gloria Beveridge  
1690 11 Ave NE Salmon Arm

A handwritten signature in dark ink, appearing to read "Watt".

Robin Watt  
1710 11 Ave NE Salmon Arm





June 7, 2019

City of Salmon Arm

Attention: Darren Gerow; Mayor Allan Harrison

Re: Snow removal at Alcide Place Townhouses, 51-8th Avenue SW

As a member of the Strata Council for Alcide Place (KAS 2657), I am writing in regard to snow removal issues that developed this past winter of 2018-19. Neptune Pools is contracted to do our snow removal. Alcide Place is a small 19 unit townhouse complex situated at the corner of Shuswap Street and 8th Avenue SW. We have no room anywhere within our complex to pile any snow and so for the past 16 winters Neptune Pools has always piled our snow on the boulevard in front of our Units 1 to 7 along 8th Avenue SW. The snow is never piled higher than our picket fences (4 feet high) and never on any part of 8th Ave including the turnaround area where 8th Ave dead ends into Florence Grove. These snow piles on the boulevard do not create any sight line issues, safety issues, etc. We also truck snow away if it will get higher than the fence line in a very snowy winter (like 2017-18). Therefore it came as a complete surprise when Neptune Pools was told in February 2019 that they could no longer pile snow on this boulevard and would be fined if they did so. Council person Mary Sinhuber spoke to Mayor Harrison March 8th about this and was told the city had a bylaw prohibiting putting snow on city property but will often "turn a blind eye" to enforcement unless a complaint has been received. I then went to City Hall and filled out the appropriate form to receive the wording of the complaint about our snow removal practices in hopes of better being able to resolve the issue. On March 20, 2019, I received an email from Barb Puddifant stating that there had been NO complaint made but that we were in contravention of Traffic Regulation Bylaw #1971 and in particular Part VI, 602 (4) and (5). Upon reading said Part VI, 602 (4) and (5) we cannot see where we are in contravention as these sections only state that nothing can be put onto a HIGHWAY. Our boulevard along 8th Avenue would not fall into this category since it is never used for "the passage of vehicles" (see the definition of HIGHWAY in the preamble to the Bylaws). Our Strata maintains this boulevard with grass cutting, etc. and in return would hope to be able to continue to pile snow there in the winter as has always been done since Alcide Place was built. We are a small complex of seniors and certainly cannot afford to have to pay to have snow trucked away with every snow removal. We do not understand why, after 16 winters, we can no longer pile snow on this boulevard. Could you please contact one of our Council members to arrange for a meeting regarding this issue?

Council members:

Mary Rollie

Henry Bartsch

Penny Pratt

BJ Worobey

Yours truly,

Penny Pratt



To Whom it may concern  
Land Tax Dept- City Salmon Arm

When we bought our house in 2012  
we would never imagine taxes  
going up \$3600<sup>00</sup>. Its just  
mediculous!

We have been told its the development  
on 20th Street.

No advantage to us on your part.  
The pavement is a muddy mess  
draining down our driveway every  
rain. Drainage ditches full of  
weeds completely eyesore. Lots full  
of weeds. Forests completely gone  
and more to come.

We didn't build a million dollar  
home at a 1977 house.

I guess our option is to pay  
\$70,000 in next 10 years or  
try and sell and get out of  
the crazy tax base in Salmon Arm.  
Ending our dream place we purchased  
7 years ago. Thank you very much.

Sincerely  
Shirley & Don Tchir  
3941- 20th Street NE

**From:** Erin Vieira

**Sent:** May 8, 2019 3:37 PM

**To:** Paul Demenok; Rene Talbot; Rhona Martin; Jay Simpson; Tim Lavery; Colleen Anderson; Ken Christian; Rod Crowe; Dave Nordquist; Steven Teed; Rick Fairbairn; Denis Delisle; Dennis Einarson; Laura Code; Lorne Hunter; Randy Wood; Sharon Bennett; Natalya Melnychuk

**Cc:** Mike Simpson; Erin Vieira

**Subject:** SWC Annual Report and a couple other updates

Hello Shuswap Watershed Council members,

I hope this finds all of you doing well and enjoying the great spring weather!

I've recently completed the Shuswap Watershed Council Annual Report for 2018-19, reporting the SWC's key activities and achievements for the year ending on March 31st 2019. The report is attached for your information. Over the next week or two, I'll be dropping these off at city halls and band offices and it will be posted online shortly.

With May long weekend just around the corner, this is the time of year we launch the safe boating and recreation program, as well as education and outreach for preventing an invasion of Zebra and Quagga Mussels. On the latter, I've sent out a media release and advertisements to local media. The most important prevention strategy we are promoting is for out-of-province travellers with watercraft to stop at watercraft inspection stations; this is because the risk of an invasion comes from out of BC.

I also want to let you know that SWC Chair Paul Demenok and I appeared as witnesses before the House of Commons Standing Committee on Fisheries and Oceans on Monday afternoon. The committee has been hearing testimonies from several individuals and organizations across the country about aquatic invasive species. They are hearing a lot of emphasis on zebra and quagga mussels from many of the witnesses – not just the SWC – and we are hopeful that the committee will recommend that the federal budget for aquatic invasive species include provisions for zebra and quagga mussel prevention in BC and Alberta.

Lastly, you received an invitation from me last week to a meeting of the Water Protection Advisory Committee next week, including a tour of the new wetland at Gardom Lake. If you're able to join the committee for lunch and a tour on May 15, please let me know by tomorrow.

Thank you. Let me know if you have any questions or would like more information about any of these.

~~

Erin Vieira  
Fraser Basin Council  
250 314-9660

# ANNUAL HIGHLIGHTS REPORT

Photo Credit: Darren Robinson Photography

APRIL  
2018  
—  
MARCH  
2019

## Who We Are

### About the Shuswap Watershed Council

The SWC was established in 2014 as a watershed-based partnership of several organizations to enhance water quality and safe recreation in the Shuswap. There are 17 members that represent three regional districts, two municipalities, the Secwepemc Nation, two provincial government agencies, and Shuswap communities. The SWC is a collaborative, non-regulatory group. It works alongside organizations that have regulatory roles in managing the Shuswap watershed, complimenting their work and carefully avoiding duplication.

### Staff

The Fraser Basin Council, a provincial non-government organization, provides staff services to the Shuswap Watershed Council.

### Our Vision

Enhanced water quality that supports human and ecosystem health and the local economy in the Shuswap watershed.

## What We Do

### Our Objectives

The SWC's primary objective is to maintain and enhance water quality in the Shuswap watershed by working with water quality monitors and advocating for good practices to prevent water quality degradation. Its other objectives are to coordinate and report on water quality in the Shuswap; to inform residents and visitors about water quality, and to encourage and promote safe boating and water-based recreation.

### The Work

The SWC's work is guided by its five-year plan.

2018 was the third year of program operations for the SWC. In this Annual Report you'll find the highlights of the SWC's work on water quality monitoring and protection, invasive mussel prevention, safe recreation, and a summary of expenditures.

shuswapwater.ca





## Message from the Chair

### Paul Demenok

Columbia Shuswap Regional District Area C—South Shuswap

The primary goal for the Shuswap Watershed Council is to ensure that the waters that make up this beautiful watershed remain pristine and free from contamination. We know that this is a key concern for residents of the Shuswap. Our approach to achieving this is to partner with all relevant agencies to obtain current information and advice and to utilize good science as the key driver in our decision-making.

This Annual Report provides you with a good overview of our activities and priorities in 2018. I feel honoured to be part of this Council, and would like to thank the Fraser Basin Council and all members of the SWC and Water Protection Advisory Committee for their dedication and contributions to the Shuswap watershed.



## Water Quality Program

The Shuswap Watershed Council serves as a convenor and facilitator for the **Shuswap Water Quality Monitoring Group**, which is made up of several organizations in the watershed that are responsible for monitoring. Regular meetings of the Monitoring Group enable dialogue, information sharing, and planning to ensure that the entire watershed—large lakes, small lakes, and rivers—is monitored.

This device is called a sonde. It has several probes on it for measuring temperature, dissolved oxygen, pH, and turbidity of water.

17

different organizations involved in water quality monitoring

900+

estimated water samples collected and analyzed in 2018



The SWC commenced the **third and final year of a research project with UBC–Okanagan** to better understand where and how nutrients are getting into the Shuswap River and Salmon River, and ultimately into Mara and Shuswap Lakes. **Since 2016, the SWC has invested \$135,000 in this research.**

The SWC also approved a second phase of research to be carried out in 2019. Researchers from UBC–O will analyze sediment to learn how nutrient-loading in the watershed has changed over time.

Nutrients have long been of interest in the Shuswap because of their importance to lake health and productivity, but also their ability to trigger an algae bloom. The SWC is committed to this research project because the results will help answer the following questions:



*Are there excess nutrients in the rivers that are not from the natural environment?*

*If so, where are they coming from and how are they getting into the rivers?*

Having answers to these questions will help the SWC determine its role as a non-regulatory organization in protecting water quality from excessive nutrients.

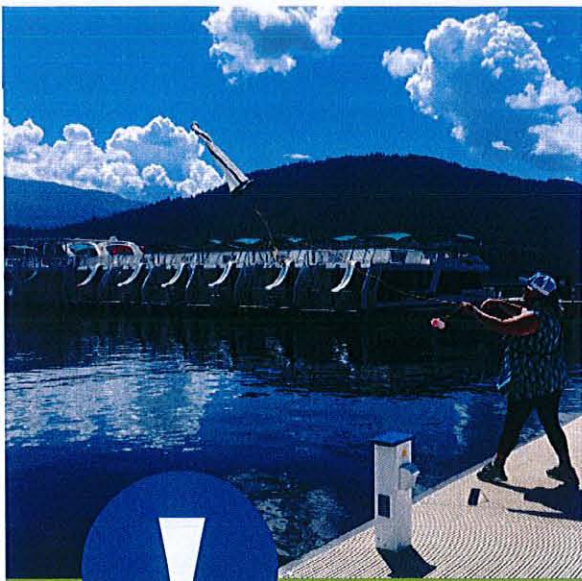
In 2018, the SWC set aside a dedicated fund for monitoring algae, if the need to do so arose. **Good news:** there were no significant algae blooms in 2018 and the funds weren't spent.

The SWC partnered with the Gardom Lake Stewardship Society on a wetland restoration near Gardom Lake, and provided a \$10,000 grant toward this. Wetlands are exceptional at improving water quality because they slow down a watercourse, and capture nutrients and sediment. They also provide valuable habitat for birds, amphibians and reptiles. As a result of this wetland, water flowing into Gardom Lake is cleaner.

The newly built wetland near Gardom Lake, still frozen at the time of preparing this report. In Spring 2019, the areas around the wetland will be mulched and seeded.  
Photo credit: Liz Winter, Gardom Lake Stewardship Society







The Shuswap—and all of British Columbia—remains invasive mussel-free. The SWC is helping to keep it that way!



## Invasive Zebra and Quagga Mussel Prevention

The SWC implemented a new program for Zebra and Quagga Mussel prevention in 2018. The SWC contributed over **\$25,000 cash and resources toward monitoring, education and outreach** for invasive mussels in the Shuswap; it also worked with the Columbia Shuswap Invasive Species Society (CSISS) to monitor the Shuswap watershed throughout boating season. The SWC also promoted **watercraft inspection and Clean-Drain-Dry** through news articles and print media, social media, and signage.

28

28 sites on 14 waterbodies were monitored for Zebra and Quagga Mussels

Media messaging reached

55,000 & 27,000

SUBSCRIBERS

SOCIAL MEDIA USERS

## Safe Recreation

The SWC is committed to helping keep the Shuswap safe for boaters and recreationists through raising awareness for unsafe practices, and **promoting safe practices** such as lifejacket use, cold water safety, drowning prevention, and sober boating. The SWC promoted “7 top tips” through a combination of articles, social media, signage, and advertising. The SWC is also pleased to work with the **Royal Canadian Marine Search & Rescue** to promote free lifejacket loans for children at several locations throughout the Shuswap.

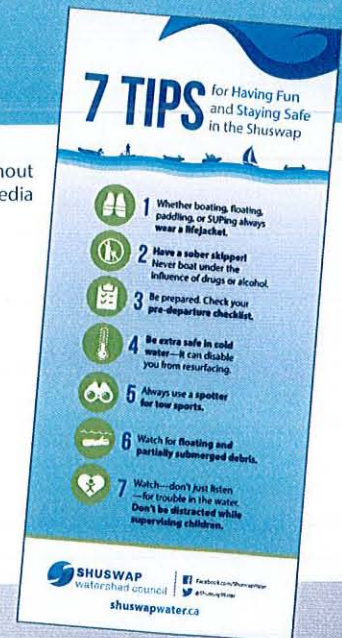
The SWC’s 7 top tips were distributed throughout the Shuswap, through various media

The SWC’s safety messaging reached

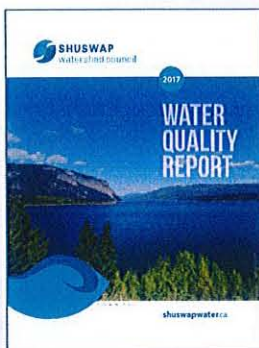
100,000

RESIDENTS AND VISITORS

through weekend media campaigns.



## Communications and Advocacy



The SWC is open and transparent about its program operations, expenditures, achievements and decisions. Some of its key communiqués include:

- SWC Meeting Highlights Reports
- Completion and distribution of the second annual water quality report, the **2017 Shuswap Water Quality Summary**
- Maintaining an **up-to-date website** and an active presence on **social media**
- Making all meeting summaries and financial reports available online
- Writing educational articles for the **SWC Blog**

The SWC focused its advocacy work in 2018 on Zebra and Quagga Mussels. The SWC corresponded with the provincial and federal governments regarding its concern for the risk of an invasion, and called for additional measures to protect BC from such an invasion.





## Interim Program Review

The SWC completed an interim review in 2018. The review was prescribed in the SWC's five-year plan, and was conducted by a committee of six people: four SWC members, one representing each of the funders, and two other members-at-large. The committee considered the SWC's program performance and achievements, financial management, and staff services; these were assessed against the SWC's objectives and performance indicators.

The results of the review were positive, and the committee recommended that the SWC stay the course and continue with its work on water quality and safe recreation.



## Administration and Governance

Four Council meetings were held throughout the year to approve projects and work plans, receive operational updates from staff, hear informative presentations from other groups, and discuss arising issues. These meetings were open to the public.

### 2018–19 Budget and Operational Expenses (April 1, 2018–March 31, 2019)

The SWC's work is supported by contributions from the following governments:

Contributor	Amount (\$)
2017–18 surplus (carried forward from March 31st, 2018)	136,978
Columbia Shuswap Regional District (Areas C, D, E, F and the District of Sicamous)	160,000
Thompson-Nicola Regional District	53,600
City of Salmon Arm	40,000
Adams Lake Indian Band	1,300
<b>Revenue for 2018–19</b>	<b>391,878</b>

### Operational Expenses

Program	Budgeted (\$)	Expenses (\$)	Variance (\$)
Water Quality Program: Monitoring Initiative	66,400	36,831	29,569
Water Quality Program: Protection Initiative	76,300	58,528	17,772
Zebra & Quagga Mussel Prevention	26,850	27,750	-900
Safe Recreation	12,200	11,849	351
Communications and Advocacy	37,850	33,754	4,096
Administration and Governance	40,750	36,271	4,479
Operating Reserve*	131,528	0	131,528
<b>Summary of operational expenses</b>	<b>391,878</b>	<b>204,982</b>	<b>186,896</b>

\*The SWC has established a dedicated \$20,000 water quality contingency fund that can be drawn from in case of arising water quality issues that require additional, unplanned monitoring or response. The Fund has not been drawn from to-date, and is held within the Operating Reserve.



## SWC Members

as at March 31st, 2019

**Paul Demenok—Chair**  
CSRD Area 'C'

**Jay Simpson—Vice Chair**  
CSRD Area 'F'

**Rene Talbot**  
CSRD Area 'D'

**Rhona Martin**  
CSRD Area 'E'

**Tim Lavery**  
City of Salmon Arm

**Rod Crowe**  
TNRD, City of Chase

**Ken Christian**  
TNRD, City of Kamloops

**Colleen Anderson**  
District of Sicamous

**Dave Nordquist**  
Secwepemc Nation,  
Adams Lake Indian Band

**Steven Teed**  
Secwepemc Nation,  
Adams Lake Indian Band

**Rick Fairbairn**  
RDNO, Area 'D'

**Denis Delisle**  
RDNO, Area 'F'

**Dennis Einarson**  
BC Ministry of Environment  
& Climate Change Strategy

**Laura Code**  
BC Ministry of Agriculture

**Lorne Hunter**  
Community Representative

**Ray Nadeau**  
Community Representative

**Randy Wood**  
Community Representative



Facebook.com/ShuswapWater



@ShuswapWater

**shuswapwater.ca**

## Report to Salmon Arm City Council on Town Hall for the Green New Deal, May 27 2019

This report has been prepared to provide a brief summary to Council on the results of the Town Hall held May 27, 2019. This event was pulled together in a very short timeframe (2 ½ weeks). Because of this, it unfortunately conflicted with a regular Council meeting which prevented Council members from attending.

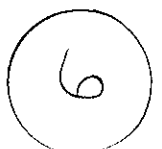
The Town Hall was one of over 200 similar meetings taking place across the country, all under the umbrella of the “Pact for a Green New Deal” (signed by a cross-section of over 80 organizations such as climate action, First Nations, and social justice groups). The Salmon Arm Town Hall was organized by three individuals; it was not sponsored by any group.

The attendance of over 115 people, on such short notice, reflects the concern that people in Salmon Arm feel about climate change, and the need for action.

Participants broke into thirteen groups to discuss what they wanted, and did not want, in a Green New Deal for Canada. They also engaged in a “dotmocracy” exercise to identify priorities. A number of themes emerged from the Town Hall. Those that are most relevant to municipal government are highlighted here:

- **Climate change is a priority.** All levels of government need to make dealing with climate change a top priority, as do institutions and citizens. There was a strong sentiment that we need to make rapid change; people are frustrated at a lot of talk without action.
- **Cost should not be a barrier** - “The cost of doing nothing will far outstrip the costs of acting now.”
- **Transitioning off fossil fuels.** As a society, and as a community, we need to wean ourselves off fossil fuel and transition to alternate forms of energy.
- **Support for local agriculture.** There is strong community support for strategies to support sustainable local agriculture.
- **Support for Indigenous rights, knowledge and values**
- **Climate action at the local level.** There is strong support for sustainable community planning for the local area that prioritizes climate action.
- **Local infrastructure policy** to support healthy communities, connectivity for active transportation; “climate focussed incentives to infrastructure at local scale” eg cycle lanes, E-bikes
- Incentives and regulations for **green innovation in construction** (new and retro-fitting old), and for **using housing stock more efficiently**
- **Review of priorities** in light of climate change, and community vulnerabilities to climate change (e.g. assessment of the need for a new pool versus reducing interface fire risk)
- **Environmental protection** - Strong support for protection of water and habitat
- **Protection of wild spaces**, native vegetation, green spaces
- **Encouragement of community gardens, edible landscaping**
- **Accurate, clear, respectful information dissemination** by government and news media
- **Reduction of quantity and toxicity of waste and emissions**

Report prepared by Town Hall Organizers:  
Sarah Weaver, Julia Beatty, Neil Caves





**DOWNTOWN**  
**SALMON ARM**

Mayor and Council  
City of Salmon Arm  
PO Box 40  
Salmon Arm, BC, V1E 4N2

June 12, 2019

To Mayor and Council

RE: Street Solicitation Bylaw No. 4273

The Salmon Arm Downtown Improvement Association Board of Directors, passed a motion on June 12, 2019 -

***'to make an amendment to the Street Solicitation Bylaw No. 4273 that would allow for the RCMP to ticket those who are in violation of the bylaw'.***

After further reflection on the bylaw, this enforcement detail is a needed tool that our RCMP should have access to.

Should you have any further questions, please don't hesitate to contact us.

Thank you

Respectfully

Lindsay Wong  
Manager

DOWNTOWN SALMON ARM  
250 SHUSWAP STREET NE, PO BOX 1928  
SALMON ARM, BRITISH COLUMBIA V1E 4P9

7

**DOWNTOWN**  
**SALMON ARM**

Mayor and Council  
City of Salmon Arm  
PO Box 40  
Salmon Arm, BC, V1E 4N2

June 12, 2019

To Mayor and Council

RE: Downtown Senior's Activity Centre

The Salmon Arm Downtown Improvement Association Board of Directors, passed a motion on June 12 2019 -

***'to ask the City of Salmon Arm to create a long-term plan for the Heritage building on the corner of Shuswap Street and Hudson Avenue, occupied by the Downtown Senior's Activity Centre'***

Every year (with the exception of 2018) we undertake a Spring Walk Around, which identifies areas that require maintenance, beautification, revitalization or are safety concerns. It was acknowledged in 2016 and again in 2019 that this building is in disrepair. The building's foundation has shifted and there is considerable work that needs to be done both structurally and esthetically to bring this building to a minimum standard of beautification.

We have concerns that without a plan for enhancement, improvements or remodelling, combined with the lease up for renewal Dec 31, 2019, that this building will continue to remain as is and destined to deteriorate even further.

Should you have any further questions, please don't hesitate to contact us.

Thank you



Respectfully

Lindsay Wong  
Manager

DOWNTOWN SALMON ARM  
250 SHUSWAP STREET NE, PO BOX 1928  
SALMON ARM, BRITISH COLUMBIA V1E 4P9

**DOWNTOWN**  
**SALMON ARM**

BC Housing  
Interior Region Office  
451 Winnipeg Street  
Penticton, BC V2A 5M6

June 11, 2019

To Ann Howard, Regional Director

RE: Community Outreach Worker for Salmon Arm

The Salmon Arm Downtown Improvement Association is advocating for a full-time fully funded Outreach Community Worker.

We are a non-profit organization that works on behalf of our downtown members to 'create a vibrant destination, where commerce thrives, community pride and collaborations are valued'. Our membership is approximately 300 that includes professional services, financial and banking, retail, commercial and service industries.

We are committed to working with partners to support the most vulnerable citizens of our community. Our collaborative work includes developing a giving project, titled Downtown Cares, to work alongside the newly implemented Street Solicitation Bylaw. A key component in supporting vulnerable citizens is having a Homeless Outreach Program come to Salmon Arm. Many vulnerable people are visible in the downtown core and we feel that additional support would be beneficial in assuring that these individuals are aware of different programs in our community.

Some of the services that we think would be invaluable are:

1. Referral and direction to an emergency shelter for a place to sleep, wash and eat
2. Assist with obtaining identification and applying for income assistance
3. Discuss housing options
4. Provide information in areas such as health care, counseling and addictions recovery
5. Just be an ear of someone who cares and is dedicated to helping

We applaud the work of our partner organizations and wish to support in any way we can for this community-led initiative.

Thank you for your consideration.

Respectfully

Lindsay Wong  
Manager



cc. Dawn Dunlop, Executive Director - CMHA  
Louise Wallace-Richmond, Councillor - City of Salmon Arm

DOWNTOWN SALMON ARM  
250 SHUSWAP STREET NE, PO BOX 1928  
SALMON ARM, BRITISH COLUMBIA V1E 4P9

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## Celebrating 20 years of Ambassadors

In 1999, YLW launched the ambassador program with 42 airport retirees looking to stay active and involved in the industry they loved. This year, the program turns 20, and I would like to recognize and thank our Ambassadors for the great work they do each and every day.

The program has grown significantly over the years, and now has 100+ people volunteering at YLW, including junior ambassadors. We regularly receive kudos from passengers, highlighting the great work of our volunteers, from assisting people with disabilities to providing information on the community.

For those who don't know, our Ambassadors help our passengers seven days a week, 365 days a year—and it's no easy task. The airport is often the first and last experience for a visitor and because of our great people, we are able to leave a lasting positive impression.

YLW's Ambassador Program is highly regarded by other airports and is often used as a guide to develop similar programs across North America. Earlier this year, Ambassador Coordinator, Ken Dewerson travelled to Chicago to attend the Airports Council Customer Experience Conference to share highlights of the YLW program. Since then, Ken has helped other airports such as San Antonio, Edmonton, Victoria, Prince George and Comox improve their Ambassador programs.

With kind and helpful volunteers at YLW, we we're able to deliver great customer experiences to every person who steps through our doors.

If you see an Ambassador at the airport this week, please give them a wave and say thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "S. Samaddar".

Sam Samaddar  
Airport Director

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**DAN ALBAS, MP**

CENTRAL OKANAGAN-  
SIMILKAMEEN-NICOLA



**OTTAWA**

560 Valour Building  
151 Sparks Street  
Ottawa, ON  
K1A 0A6  
Phone: 613-995-1702  
Fax: 613-995-1154  
dan.albas@parl.gc.ca

**CONSTITUENCY**

2562B Main Street  
West Kelowna, BC  
V4T 2N5

1-800-665-8711  
dan.albas@parl.gc.ca

Mayor Alan Harrison  
City of Salmon Arm  
Box 40, 500 2<sup>nd</sup> Avenue NE  
Salmon Arm, BC V1E 4N2

June 10, 2019

Dear Mayor Harrison,

Thank you for your service and commitment to our great country.

Today I write to you to draw attention to proposed new legislation that will help modernize the Criminal Code in regard to natural disasters and evacuation orders.

Almost every province has had struggles with natural disasters- floods, fires, earthquakes and even tornadoes in recent years. We all know the very real impact these events have on our citizens in terms of their health, safety and to our local economies.

When these events occur, local, provincial and federal officials often must make tough decisions, such as evacuation orders to rapidly respond to these threats.

It is a testament to our strong commitment as Canadians, when our neighbours need help; we often rise to these challenges and support one another.

Unfortunately there are those who will take advantage of these public safety emergencies for their own gain by looting.

While it remains a fact of life that these challenges exist, we can act to address them.

I have recently tabled a private member's bill that proposes a simple amendment to the Criminal Code, creating an aggravating factor where a natural disaster or evacuation order is present.

This would indicate that Canadian society, through Parliament requires a Judge, upon sentencing to designate a stiffer penalty for those that break the law and loot during these challenging situations.

This legislation would help provide peace of mind for citizens under an evacuation order to comply, as they would know that the criminal justice system has their back.

As this is an issue that would complement local and provincial efforts in maintaining public order, I would like to ask if you consider supporting this legislation publicly.

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It is my belief that with enough public support that Parliament could act quickly to make this Bill law.

I have enclosed along with this letter a copy of Bill C-447 and a template support letter for your purview.

If you have any questions or feedback, my office and I would be happy to discuss them with you. Should you choose to support this legislative initiative, we would greatly appreciate a letter of support.

Thank you for your consideration of this legislation and request. It is my hope that initiatives like this will us all to better serve our citizens.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dan Albas", with a stylized flourish extending from the end.

Dan Albas Member of Parliament  
Central Okanagan-Similkameen-Nicola

Encl. (2)

First Session, Forty-second Parliament,  
64-65-66-67-68 Elizabeth II, 2015-2016-2017-2018-2019

Première session, quarante-deuxième législature,  
64-65-66-67-68 Elizabeth II, 2015-2016-2017-2018-2019

HOUSE OF COMMONS OF CANADA

CHAMBRE DES COMMUNES DU CANADA

## BILL C-447

## PROJET DE LOI C-447

An Act to amend the Criminal Code  
(aggravating circumstance — evacuation  
order or emergency)

Loi modifiant le Code criminel (circonstance  
aggravante — ordre d'évacuation ou  
situation d'urgence)

---

FIRST READING, MAY 13, 2019

---

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PREMIÈRE LECTURE LE 13 MAI 2019

---

MR. ALBAS

M. ALBAS

---

## SUMMARY

This enactment amends the *Criminal Code* to provide that taking advantage of the fact that a place is under an evacuation order or is experiencing a natural disaster or emergency is to be considered an aggravating circumstance for sentencing purposes.

## SOMMAIRE

Le texte modifie le *Code criminel* afin de prévoir que, aux fins de la détermination de la peine, est considéré comme une circonstance aggravante le fait de tirer indûment parti du fait qu'un endroit est visé par un ordre d'évacuation ou est touché par une catastrophe naturelle ou une autre situation d'urgence.



## BILL C-447

An Act to amend the Criminal Code (aggravating circumstance — evacuation order or emergency)

Her Majesty, by and with the advice and consent of the Senate and House of Commons of Canada, enacts as follows:

R.S., c. C-46

### Criminal Code

**1 Paragraph 718.2(a) of the *Criminal Code* is amended by adding the following after subparagraph (iii.1):** 5

**(iii.2)** evidence that the offender, in committing the offence, took advantage of the fact that the place where the offence was committed was under a lawful evacuation order or was experiencing a natural disaster or other emergency, 10

## PROJET DE LOI C-447

Loi modifiant le Code criminel (circonstance aggravante — ordre d'évacuation ou situation d'urgence)

Sa Majesté, sur l'avis et avec le consentement du Sénat et de la Chambre des communes du Canada, édicte :

L.R., ch. C-46

### Code criminel

**1 L'alinéa 718.2a) du *Code criminel* est modifié par adjonction, après le sous-alinéa (iii.1), de ce qui suit :** 5

**(iii.2)** que l'infraction perpétrée par le délinquant a été commise à un endroit qui était visé par un ordre d'évacuation autorisé par la loi ou qui était touché par une catastrophe naturelle ou une autre situation d'urgence et que le délinquant en a indûment tiré parti, 10



**Office of the Mayor**

2760 Cameron Road, West Kelowna, British Columbia V1Z 2T6

Tel (778) 797.2210 Fax (778) 797.1001

mayorandcouncil@westkelownacity.ca

May 22, 2019

Dan Albas, MP Central Okanagan – Similkameen – Nicola  
2562-B Main Street  
West Kelowna, BC  
V4T 2N5

Dear MP. Albas:

West Kelowna Council fully supports your proposed private members bill regarding action against looting in communities affected by emergency evacuation orders.

We stand with you in the belief that those who take advantage of emergency evacuations to engage in looting or vandalizing evacuated properties should be held accountable for these despicable acts to a much greater degree than is currently allowed in the Criminal Code.

Our community has experienced these atrocious crimes on multiple occasions as we have faced a variety of emergencies – from flooding to wildfire – that have prompted many of our neighbourhoods to be evacuated. Even though our emergency crews try to keep an eye on communities that have been evacuated, opportunistic criminals have found their way into these neighbourhoods and made off with valuables many times.

Media have covered these crimes, and the public outrage is clear, but it also serves to make people think twice about evacuating their priorities. We believe, like you, that people should not have to choose between protecting their property from shady characters and evacuating to a safe distance. Emergency responders should not have to spend valuable time convincing people to evacuate.

West Kelowna Council fully supports your Private Member's Bill C-447 and wishes you all the best in getting this important legislation passed.

Sincerely,

A handwritten signature in black ink that reads "Gord Milsom".

Mayor Gord Milsom

cc:

West Kelowna Council



**From:** 2019 MAH UBCM Meeting Requests MAH:EX [mailto:MAH.UBCM.MeetingRequests@gov.bc.ca]  
**Sent:** Tuesday, June 11, 2019 1:35 PM  
**To:** 2019 MAH UBCM Meeting Requests MAH:EX  
**Subject:** 2019 UBCM Convention - Provincial Appointment Book and Meeting Request Process for Meetings with Provincial Government Staff

This message is being sent to all UBCM Member Municipalities, Regional Districts and First Nations on behalf of the Ministry of Municipal Affairs and Housing.

**Subject:** 2019 UBCM Convention - Provincial Appointment Book and Meeting Request Process for Meetings with Provincial Government Staff  
**Intended Recipient(s):** Mayors/Regional District Chairs/Islands Trust Chair/CAOs  
and cc: General Email  
Chiefs and Chief Councillors and  
cc: Secretaries and Alternates  
**Attachments:** One (1) plus message below

If you have received this message in error, we ask that you forward it to the appropriate person in your office.

\*\*\*\*\*

MESSAGE:

**2019 UBCM Convention – Vancouver, September 23 – 27, 2019**

Further to Minister Robinson's June 10, 2019 letter regarding the 2019 UBCM Convention, I am pleased to attach the 2019 Provincial Appointment Book for your use in requesting meetings with provincial government staff (ministries, agencies, commissions and corporations – MACCs) available to meet with delegates at Convention.

To request a meeting, please complete the form located at: [Provincial Government Staff \[MACC\] Meetings](#).

The deadline for submitting online meeting requests is **Friday, August 23, 2019**. Meeting confirmation details will be sent to the contact identified on your meeting request form.

After August 23, 2019, requests for appointments can be made at the Provincial Appointments Desk, during Convention at the following locations:

**Monday, September 23, 2019 to Tuesday, September 24, 2019**

Vancouver Convention Centre, East Building - Lobby  
8:30 am – 4:00 pm

**Wednesday, September 25, 2019 to Thursday, September 26, 2019**

Vancouver Convention Centre, East Building – Exhibition Hall C

8:30 am – 4:00 pm

For information on requesting meetings with the Premier/Cabinet Ministers, and for the Honourable Selina Robinson, Minister of Municipal Affairs and Housing, please see the attached 2018 Provincial Appointment Book (page 2).

If you have any questions, please contact Laura Smith, by telephone at: 778 698-3263, or by email at: [MAH.UBCM.MeetingRequests@gov.bc.ca](mailto:MAH.UBCM.MeetingRequests@gov.bc.ca). Thank you.

Regards,

*B. Schmidt*

Birgit Schmidt (MAH UBCM Convention Coordinator)  
Director, Operations and Client Relations  
Local Government Division | Ministry of Municipal Affairs and Housing



# **2019 PROVINCIAL APPOINTMENT BOOK**

**Meeting Requests with  
Provincial Government Staff  
from Ministries, Agencies, Commissions and  
Corporations (MACC)**

**at the**

## **2019 UBCM CONVENTION**

**September 23 – 27, 2019  
Vancouver Convention Centre  
Vancouver, British Columbia**



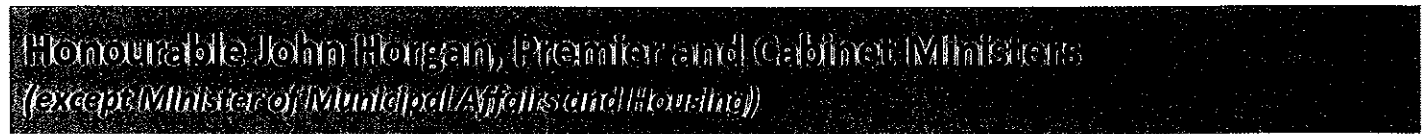
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## Introduction

The Provincial Appointment Book is provided to help schedule meetings at the 2019 UBCM Convention. All Provincial Government Ministries, Agencies, Commissions and Corporations (MACC) with staff attending the Convention and available to meet with local government delegates, are listed. Links to meeting requests forms with the Premier and Cabinet Ministers, and the Minister of Municipal Affairs and Housing are also included.

## Meeting Requests



Click: <https://UBCMreg.gov.bc.ca>

Invitation Code: MeetingRequest2019 *(case sensitive)*

**Deadline: Wednesday, July 17, 2019**

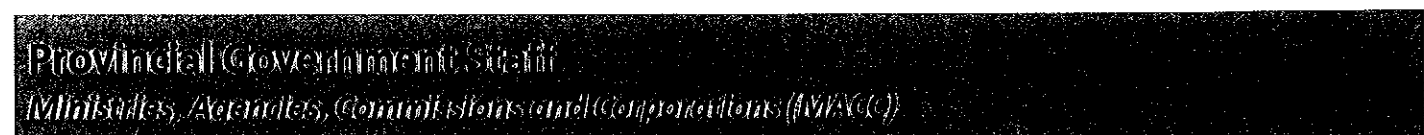
Questions: Contact the Premier's UBCM Meeting Request Coordinator, by email at: [UBCM.Meetings@gov.bc.ca](mailto:UBCM.Meetings@gov.bc.ca), or by telephone at: 250 213-3856.

## Honourable Selina Robinson, Minister of Municipal Affairs and Housing

Click: [Municipal Affairs and Housing Minister's Meeting Requests](#)

**Deadline: Wednesday, July 17, 2019**

Questions: Contact the Minister's UBCM Meeting Request Coordinator, Nicole Gibbings, by email at: [MAH.UBCM.MeetingRequests@gov.bc.ca](mailto:MAH.UBCM.MeetingRequests@gov.bc.ca), or by telephone at: 778 698-3203.



Click: [Provincial Staff \(MACC\) Meeting Requests](#)

**Deadline: Friday, August 23, 2019**

Questions: Contact the UBCM MACC Meeting Request Coordinator, Laura Smith, by email at [MAH.UBCM.MeetingRequests@gov.bc.ca](mailto:MAH.UBCM.MeetingRequests@gov.bc.ca), or by telephone at: 778 698-3263.

Once Provincial Government MACC Staff meetings are scheduled, confirmation will be sent to local governments **via email**.



## **Ministries, Agencies, Commissions and Corporations (MACC) Meeting Information**

### **ON-SITE PROVINCIAL APPOINTMENTS DESK**

Provincial Appointments Desk staff will be available to schedule meetings with Provincial Government MACC Staff at the following locations:

**Monday, September 23, 2019 to Tuesday, September 24, 2019**

Vancouver Convention Centre, East Building - Lobby

8:30 am – 4:00 pm

**Wednesday, September 25, 2019 – Thursday, September 26, 2019**

Vancouver Convention Centre, East Building – Exhibition Hall C

8:30 am – 4:00 pm

### **MEETING LOCATIONS WITH PROVINCIAL GOVERNMENT MACC STAFF AT CONVENTION:**

**Tuesday, September 24, 2019**

Pan Pacific Hotel, R Level – Cypress Suite

**Wednesday, September 25, 2019 to Thursday, September 26, 2019**

Vancouver Convention Centre, East Building – Exhibition Hall C

Questions: Contact the MACC UBCM Meeting Request Coordinator, Laura Smith, by email at [MAH.UBCM.MeetingRequests@gov.bc.ca](mailto:MAH.UBCM.MeetingRequests@gov.bc.ca), or by telephone at: 778 698-3263.

## Ministry of Advanced Education, Skills and Training

DIVISION/BRANCH	TOPIC
<b>Governance, Legislation and Corporate Planning Division</b>	Post-secondary governance, legislation, sector quality assurance, private career training regulation, data support, audit, institutional accountability, corporate planning, international education, intergovernmental relations, and sector labour relations.
<b>Post-Secondary Policy and Programs and Division Responsible for Learner Supports</b>	25 public post-secondary institutions and their programs including skills and training, Aboriginal Education, Adult Basic Education, English Language Learning, strategic policy, StudentAid BC, Science, Technology, Engineering and Math (STEM), and medical and health.
<b>Finance, Technology and Management Services and Division Responsible for Student Housing</b>	Operating and capital grants to 25 public post-secondary institutions (PSIs), FTE and PSI financial health monitoring and reporting, Ministry's 10 year capital plan, PSI property acquisition and disposition, manage Ministry budget, maintain Ministry IT systems and digital information security, Administrative Service Delivery Transformation Initiative, lead Ministry's business continuity and emergency response readiness with PSIs. Leading the development of 5000 additional student housing beds on Post-Secondary campuses in B.C.
<b>Workforce Innovation and Division Responsible for Skills Training</b>	Development and management of targeted labour market programs, policies, the dissemination of labour market information, and oversight of the Industry Training Authority to help British Columbians advance their skills and employment and support employers to meet their workforce needs.

## Ministry of Agriculture

DIVISION/BRANCH	TOPIC
<b>Food Safety and Inspection Branch</b>	Responsible for administration, compliance and enforcement of provincial legislation related to slaughter of meat, and food safety related to processing of seafood products. Also responsible for administration of food safety programs for farmers, ranchers and food processors under the federal/provincial/territorial Canadian Agricultural Partnerships (CAP) agreement.
<b>Corporate Governance, Policy and Legislation</b>	Responsible for providing corporate planning, resources and services to the Executive and ministry including ministry data reporting and dissemination, policy, legislation, Intergovernmental Relations, trade for agriculture and Seafood policy.
<b>Plant and Animal Health</b>	The Plant and Animal Health Branch supports the sustainability of animal and plant agriculture, while serving to protect the well-being of the people of the province through surveillance, regulatory compliance, risk assessment, and the development of strategies to address identified risks. The Plant and Animal Health Branch consists of three key programs: The Animal Health Centre, the Livestock Management and Regulatory Unit, and the Plant Health Unit.
<b>Innovation and Adaptation Service Branch</b>	Provides innovative solutions to the agriculture, food and seafood sectors as essential parts of the social and economic fabric of B.C.; facilitates competition, adaptation and innovation in response to economic, environmental, social influences and market change.

## Ministry of Attorney General

DIVISION/BRANCH	TOPIC
<b>Associate Deputy Minister's Office</b>	<p>Responsible for oversight of three Crown corporations (ICBC, BC Lottery Corporation and BC Liquor Distribution Branch) and two regulatory agencies (Gaming Policy and Enforcement Branch and Liquor &amp; Cannabis Regulation Branch):</p> <ul style="list-style-type: none"> <li>-ICBC provides universal auto insurance to B.C. drivers and is responsible for driver licensing and vehicle registration and licensing.</li> <li>-The BC LDB is one of two branches of government responsible for the beverage alcohol industry. It operates 197 BC Liquor Stores, 1 BC Cannabis Store (including its online portal), two Wholesale Customer Centres and four Distribution Centres; it is one of the largest retailers in B.C.</li> <li>-The BC Lottery Corporation conducts and manages gambling in a responsible manner while focusing on innovation, strategic partnerships and community outreach.</li> <li>-The Gaming Policy and Enforcement Branch regulates all gambling in B.C., including both commercial and charitable gambling</li> <li>- Liquor &amp; Cannabis Regulation Branch regulates BC's liquor industries and private retail non-medical cannabis industries. It issues liquor and non-medical cannabis licences and permits, and enforces legislative and regulatory conditions of these licences and permits.</li> </ul> <p>The ADMO is also the co-lead (with the Ministry of Public Safety and Solicitor General) for the current Traffic Fine Revenue Sharing agreement consultation.</p>
<b>BC Prosecution Service</b>	<p>Approving and conducting criminal and regulatory prosecutions.</p> <p>Initiating and responding to appeals.</p> <p>Providing criminal law advice to the government.</p> <p>Developing policies and procedures on the administration of criminal justice.</p> <p>Collaborating with partners and stakeholders on justice reform initiatives.</p>
<b>Justice Services Branch</b>	<p>Promoting access to justice through funding and oversight of legal aid programs, collaborative solutions to criminal justice problems through the integration of justice, health and social services, and overseeing the Province's commitment to federal/provincial/territorial criminal justice reform initiatives.</p> <p>Promoting access to justice through dispute resolution alternatives, procedural efficiencies and case management in civil courts, agencies, boards, commissions, tribunals, and government ministries.</p> <p>Facilitating resolution of family disputes and operating justice access centres, family justice centres and the Parenting After Separation program.</p> <p>Facilitating the successful payment of child and spousal support orders in the province through Maintenance Enforcement and Locate Services.</p> <p>Co-leading the partnership between the province and the BC Aboriginal Justice Council to collaboratively develop a future-focused Indigenous Justice Strategy and implement a portfolio of projects intended to realize the vision. The Indigenous Justice Strategy endeavours to reduce the overrepresentation of Indigenous people in the justice system as well as improve experiences within the justice system.</p> <p>Coordinating regular Justice Summits to consult with major justice participants and stakeholders.</p>



## Ministry of Attorney General Continued...

<b>Court Services Branch</b>	<p>Court Services Branch includes court administration, the BC Sheriff Service, and Headquarters. <u>Court Administration</u> includes court clerks and registry staff. Registry staff are responsible for accepting and processing court documents and forms filed in all three levels of court in the areas of criminal, civil, family, divorce, adoption, probate and bankruptcy law. Court clerks are responsible for accurately capturing detailed information for court appearances that occur in courtrooms province-wide, while managing the flow of cases in court and supporting the judiciary.</p> <p>The <u>BC Sheriff Service</u> (BCSS) is responsible for ensuring the safety and security of the public, the judiciary, crown counsel and CSB staff in courthouses and other court venues across the province. Duties include escorting accused persons, convicted persons and persons confined under the <i>Mental Health Act</i> between court locations and correctional institutions as well as escort to hospitals. BCSS oversees the jury administration and selection process for Supreme Court criminal and civil trials as well as Coroner's Inquests. They also conduct threat assessments for high-security/high-profile trials and individuals through the Integrated Threat Assessment Unit.</p> <p>CSB Headquarters supports day-to-day frontline service and undertakes financial management, data analytics, facilities planning, and human resource support as well as business and technology transformation, policy/ legislative development, and training.</p>
<b>Legal Services Branch</b>	<p>Responsible for advising the B.C. government, its ministers and officials on all matters of law. LSB provides legal and legislative services to government and supports the Attorney General in his role as official legal advisor to government.</p>

## Ministry of Children and Family Development

DIVISION/BRANCH	TOPIC
<b>Strategic Priorities / Strategic Initiatives</b>	<p>The Strategic Initiatives Branch is responsible for leadership, oversight and coordination of key ministry priorities and leads a variety of complex, large-scale and cross-divisional projects in collaboration across the ministry. The branch's current projects are:</p> <ul style="list-style-type: none"> <li>• reviewing funding provided to Family-Based Caregivers;</li> <li>• improving Youth Transitions;</li> <li>• supplementary youth-focused projects</li> </ul>
<b>Strategic Priorities/ Strategic Services Branch</b>	<p>The Strategic Services Branch consists: Strategic Planning &amp; Engagement, Project Management &amp; Lean Services, Implementation and Change Management, Intergovernmental Relations:</p> <p><b>Strategic Planning &amp; Engagement</b> directs planning, reporting, internal communications and staff engagement. This team provides strategic advice to executive; leads ministry-wide planning and assists divisions when required; reports on priority initiatives; directs internal engagement; and manages internal web services.</p> <p><b>Project Management &amp; Lean Services</b> supports the development of new projects and the continuous improvement of existing ministry services and programs. This team handles priority projects; promotes project management practice; helps divisions streamline processes; facilitates Lean and project management capacity building; and creates and provides resources for Lean improvement.</p> <p><b>Implementation &amp; Change Management</b> coordinates the rollout of new initiatives and plans for their human impact. This team develops the quarterly Implementation Schedule; manages implementation through the Implementation Table; communicates priorities ministry-wide; develops plans for engaging and supporting staff during change; supports leaders managing organizational transitions; offers training and online tools for change management; and measures impact of implementation and change activities.</p> <p><b>Intergovernmental Relations</b> supports the ministry's formal relations and executive engagements with other governments. This team provides leadership in intergovernmental collaborations; leverages opportunities to advance ministry priorities; contributes to the development of positions; manages contributions to national and international reporting; and shares developments in social sectors of other governments.</p>
<b>Strategic Priorities/ Strategic Integration Branch</b>	<p>The Strategic Integration Branch works collaboratively with senior leadership and subject matter experts across the ministry and within the division to enhance collaboration and integration across the four strategies of the Strategic Framework. The branch is responsible for: tracking, issues management and reporting of key Framework milestones and deliverables; ensuring the voice of Service Delivery Division and Practice is included in the development and implementation of the Framework; and oversight and coordination of consultations across the ministry on all major strategies and work plans.</p>

## Ministry of Children and Family Development Continued...

<b>Policy and Legislation</b>	<p>Child Welfare and Adoption Policy.  Child and Youth Mental Health Policy and school-based mental health (EASE program)  Legislation and Litigation.  Research, including the ministry's research approval process</p>
<b>Early Years and Inclusion</b>	<p>The Early Years and Inclusion Division leads the development and implementation of BC's Childcare BC plan, policy and provincially-delivered programs for the early years and children and youth with special needs.</p> <p>Childcare BC:</p> <ul style="list-style-type: none"> <li>• New Spaces Fund</li> <li>• Funding for UBCM Child Care New Spaces Grants</li> <li>• Funding for UBCM Child Care Planning Grants</li> <li>• BC Maintenance Fund</li> <li>• Start-up Grants</li> <li>• Child Care Fee Reduction Initiative</li> <li>• Affordable Child Care Benefit</li> <li>• Child Care Operating Funding</li> <li>• Early Childhood Educator (ECE) Wage Enhancement</li> <li>• Funding for ECE Bursaries</li> <li>• ECE Registry</li> </ul> <p>Early Years Policy and Programs:</p> <ul style="list-style-type: none"> <li>• Early Years Service Framework</li> <li>• Aboriginal Service Innovations – Early Years grants</li> <li>• Aboriginal Head Start</li> </ul> <p>Policy and Provincial Programs for Children and Youth with Special Needs (CYSN):</p> <ul style="list-style-type: none"> <li>• CYSN Service Framework</li> <li>• Autism Funding Program</li> <li>• Medical Benefits Program</li> <li>• Autism Information Services</li> </ul> <p>Provincial Deaf and Hard of Hearing Services</p>
<b>Service Delivery Division</b>	<p>Service Delivery Division is committed to providing children, youth and families across the province with an effective, integrated and coordinated service delivery system. The division is responsible for the delivery of community services, working closely with Delegated Aboriginal Agencies, foster caregivers and the community social service sector. Divisional staff also work in collaboration with other ministry divisions, social sector partners, schools, Health Authorities, and First Nations communities to implement ministry and government strategic initiatives.</p>



## Ministry of Citizens' Services

DIVISION/BRANCH	TOPIC
<b>Corporate Information and Records Management Office</b>	Provides corporate information management services to government including: Freedom of Information; proactive disclosures of information; privacy, records management and elements of information security. Additional related responsibilities include the development of corporate information management strategies, legislation, policies, standards, training and compliance.
<b>Service BC (SBC)</b>	Service BC is government's chief provider of citizen and business centred services. The division enables the design and delivery of accessible, responsive and cost-effective services, making it easier for citizens and businesses to interact with government. Through a provincial network of 65 offices and the provincial contact center, SBC provides hundreds of services for more than 30 partner ministries and agencies. These services can range from improving citizens' experiences accessing income assistance services through partnership with Ministry of Social Development and Poverty Reduction to the renewal of a driver's licence on behalf of ICBC. Through BC Registries and Online Services, we register and maintain businesses, societies and personal property through BC online and other online services. SBC also delivers secure and privacy-enhancing identity services for citizens and businesses to support access to digital government services and information.
<b>Procurement and Supply</b>	The Division plays a leadership role in government procurement and supply services. These activities serve the provincial government, the broader public sector, the public and, in some cases, municipalities. For example, municipalities use BC Bid to provide vendors with information on upcoming procurement operations and Asset Investment Recovery to dispose of municipal surplus assets in a convenient, environmentally friendly manner that returns a fair market value to the municipality.
<b>Real Property</b>	The Real Property Division provides everything needed to design, set up and manage a government workplace. RPD is responsible for the Province's real estate portfolio (excluding schools, post-secondary institutions and hospitals), office space inventory, parking, related legislation, furniture procurement, project and construction management, and real estate services for special-purpose facilities (such as courthouses, laboratories and correctional facilities). RPD provides cost-effective services for environmental management, leasing, facilities management, strategic real estate advice, acquisitions, dispositions and workplace planning. RPD's client base includes ministry (mandated) as well as broader sector (voluntary) customers.
<b>Office of Chief Information Officer</b>	The OCIO supports the transformation of government services through integration, collaboration and innovation. It leads strategy, policy and standards that support digital government and information management including information technology, IT security, integrated data, privacy and the management of the Information Management/IT investment portfolio for the Province. The OCIO is responsible for the Province's technology infrastructure and provides a range of corporate enablers to support digital service delivery and business transformation for government and Broader Public Sector organizations.
<b>Information, Communication and Technologies</b>	Provides leadership and expertise for the expansion, coordination and provisioning of telecommunications services, vendor management, innovation, and technology that enable the digital transformation of government work environments and communities in every corner of the Province. The Division provides guidance on planning for telecommunications infrastructure investment to municipal and regional governments and oversees the Connecting British Columbia program. The Division further provides a leadership role in supporting government and broader public sector goals for economic development, health, education and public safety by enabling an innovative and digital government through maximizing value from IT investments and closing the digital divide for British Columbians.

## Ministry of Education

DIVISION/BRANCH	TOPIC
<b>Libraries Branch</b>	The Libraries Branch works together with public library boards, library staff and local government to improve and ensure the public's access to information, resources, and services under the <i>Library Act</i> . Responsible for areas covering legislation, provincial funding, digital infrastructure, provincial-wide services and provincial policies.
<b>Capital Division</b>	The Capital Division establishes and administers the Ministry of Education's Capital Program, estimated at \$550 million annually, and includes the following program areas: Annual Facilities Grant, Seismic Mitigation, New and Additional Schools, Replacement Schools, Routine Capital Investment, Building Envelope Program, Bus Replacement Program and the Carbon Neutral Capital Program. The Division establishes the Capital Objectives, the priorities for capital investment across the province through the ministry's Capital Planning process, establishes the Capital Standards, defines the scope of capital investments, establishes contractual relationship with school districts, enforces contractual requirements and processes payments.
<b>Resource Management and Corporate Services Division</b>	The Resource Management and Corporate Services Division is responsible for the oversight and management of approximately \$6 billion in operating funding to the K-12 sector; the K-12 funding formula; and school district shared services initiatives. In addition, the division is responsible for the ministry's overall budget and financial oversight and a wide range of corporate services: financial services; strategic human resources; correspondence; Freedom of Information requests; risk management; and planning/reporting.

## Ministry of Energy, Mines and Petroleum Resources

DIVISION/BRANCH	TOPIC
<b>Mines Competitiveness and Authorizations Division</b>	Public Geoscience, Policy and Competitiveness, Indigenous Engagement, Tenures Process, Fair, effective and transparent authorizations, Regional operations and Mineral Development.
<b>Electricity and Alternative Energy Division</b>	<p>The Division is responsible for British Columbia's electricity and alternative energy sectors, including BC Hydro. These sectors are made up of diverse interests that develop electricity generation, transmission and distribution infrastructure, clean or renewable energy sources, including biomass, biogas, hydrogen, geothermal, hydro, solar, ocean, wind and low-carbon transportation fuels, and advance energy efficiency. The Division focuses on increasing electrification and energy efficiency across the economy, reducing the carbon intensity of transportation fuels, expanding electric vehicle infrastructure, and implementing programs to reduce energy use and greenhouse gas emissions in the residential, commercial and industrial sectors.</p> <p>The Division is responsible for B.C.'s low-carbon energy market transformation, driving a range of actions to support all stages of clean energy development and adoption. The Division also administers the Innovative Clean Energy (ICE) Fund, a special account used to further the energy and environmental priorities of the government.</p>
<b>Oil Infrastructure Group</b>	Responsible for facilitating the development and implementation of interprovincial oil pipelines and related infrastructure projects that benefit British Columbia through liaising with oil transmission pipeline proponents and providing the central point of contact on proposed interprovincial oil transmission pipelines to British Columbia's coast.

## Ministry of Energy, Mines and Petroleum Resources Continued...

<b>Oil and Gas Division</b>	<p>Responsible for management of the province's oil and gas resources, including disposing and administering subsurface oil and gas tenures, facilitating infrastructure development to improve access to oil and gas resources; developing and implementing policies and programs, including the province's royalty regime; consulting with First Nations and other stakeholders; and engaging in external relations and providing information to the public. Develops legislation and regulations for B.C.'s oil and gas industry and sets policy for the province's regulator, the BC Oil and Gas Commission.</p> <p>Also responsible for negotiating and implementing agreements with other governments, First Nations, and non-governmental organizations regarding the fiscal, regulatory, scientific, health, safety, environmental, socio-economic, and financial aspects of oil and gas development.</p> <p>Responsible for development of the province's liquefied natural gas (LNG) industry and other industries that add value to British Columbia's oil and gas resources to strengthen and further diversify the provincial economy, including engagement with proponents, joint venture and investment interests, and liquefied natural gas and value-added gas importing countries; project implementation; and the development of a value-added oil and gas industry.</p> <p>Supports engagement on cross-jurisdictional issues relating to liquefied natural gas and value-added oil and gas, including financial and economic analysis; and relationship building with stakeholders and participation in relevant conferences and forums.</p>
<b>Strategic and Indigenous Affairs Division</b>	<p>Responsible for leadership and support in strategic planning and reporting; marketing and outreach, budget estimates; risk framework; supporting Clean BC ; regulatory reform; managing Crown Corporation planning and reporting requirements; Provides leadership and support in cross ministry policy and intergovernmental relations; building investor confidence in mining through outreach; and positioning B.C.'s interests/objectives in the Canadian Energy Strategy and Energy and Mines Ministers' Conference.</p> <p>Also, responsible for the management of the ministry's Indigenous relations; contributing to reconciliation with Indigenous nations; support for Indigenous nations policy development relating to mining and other specific initiatives; support for Treaty Land Entitlement negotiations; UNDRIP implementation; and support for negotiations with Indigenous nations on specific issues.</p> <p>Leads implementation of the Environmental Stewardship Initiative (ESI), and also responsible for the management of the legislative and legal affairs of the ministry.</p>
<b>Woodfibre Implementation Group</b>	<p>Responsible for facilitating the development and implementation of the Woodfibre LNG facility by liaising with federal, provincial, municipal governments and First Nations. Providing a central point of contact for the proponent of Woodfibre LNG on regulatory and issues management.</p>



## Ministry of Environment and Climate Change Strategy

DIVISION/BRANCH	TOPIC
BC Parks	Responsible for all matters (policy, planning and management) of conservation, recreation and cultural values in the province's parks and protected areas.
Climate Change Strategy	Province-wide coordination and management with other ministries of systems to address and respond to climate change including CleanBC, CleanBC Communities Fund, adaptation planning and engagement, climate policy, energy and the Climate Action Charter commitments in association with Ministry of Municipal Affairs and Housing, and Ministry of Energy, Mines and Petroleum Resources legislated short and long-term, province-wide greenhouse gas reduction targets, carbon tax, Carbon Neutral Government (Public Sector Organizations - schools, universities and colleges and hospitals), carbon offsets, Climate Solutions and Clean Growth Advisory Council and climate action pieces of legislation related to climate change including: <i>Greenhouse Gas Industrial Reporting and Control Act</i> , <i>Climate Change Action Accountability Act</i> (formerly called <i>Greenhouse Gas Reduction Targets Act</i> ), Carbon Tax, Greenhouse Gas Reduction (Emissions Standards), <i>Greenhouse Gas Reduction (Renewable and Low Carbon Fuel Requirements Act)</i> , <i>Greenhouse Gas Reduction (Vehicle Emissions Standards) Act</i> , and <i>Clean Energy Act</i> .
Conservation Officer Service	A natural resource law enforcement agency responsible for enforcing federal and provincial statutes, public safety as it relates to human-wildlife conflict and interactions, commercial environmental and industrial investigations and compliance and enforcement activities.
Environmental Assessment Office	Environmental assessment (EA) process. Federal EA Substitution and Equivalency. Relationship to federal environmental assessment and review processes, including National Energy Board (NEB). Compliance and enforcement of certified projects. Public consultation regarding EAs or EA certificate amendment applications. Environmental Assessment Revitalization and the new <i>Environmental Assessment Act</i> .
Environmental Protection Division	Air quality, reducing toxins, pollution prevention, environmental emergencies/provincial spill response, <i>Environmental Management Act</i> , contaminated sites, brownfields, hazardous and industrial waste, <i>Integrated Pest Management Act</i> , extended producer responsibility, recycling, zero waste, circular economy, waste management (incineration, landfilling, municipal liquid and solid waste), permitting and compliance reporting for industrial operations' emissions.
Environmental Sustainability and Strategic Policy	Species at Risk policy and legislation development; conservation and sustainability of living resources; conservation science; fish and wildlife inventory, monitoring, and reporting; Conservation Data Centre; ecosystem data and information; terrestrial ecosystem mapping; habitat supply modelling. <i>Water Sustainability Act</i> : development of water legislation, regulations, policy, standards and guidance; integrated watershed and aquifer science; water quality objectives development and policy; water governance framework; provincial water strategies; intergovernmental agreements; drought strategy; First Nations and stakeholder outreach on water legislation; policy for water conservation; source water protection; water quality monitoring; BC Lake Stewardship and Monitoring Program; groundwater hydrology; groundwater protection; monitoring and network management for surface water and groundwater quantity and quality. State of Environment Reporting; snow survey; ambient air quality; water stewardship outreach; environmental and natural resource sector laboratory (analytical chemistry) and library services. Overarching environmental policy and legislation; compliance planning; intergovernmental relations; and Service Plan. Professional Reliance Review coordination of government actions. Corporate Indigenous relations and partnership development.

## Ministry of Finance

DIVISION/BRANCH	TOPIC
Tax Policy Branch	Provincial tax policy, including: <ul style="list-style-type: none"> <li>• Provincial property taxes (school, rural, police)</li> <li>• Property Transfer Tax</li> <li>• Provincial Sales Tax</li> <li>• Carbon Tax</li> <li>• Motor Fuel Tax</li> <li>• Provincial Income Tax</li> <li>• Cannabis Tax</li> <li>• Indigenous Taxation</li> </ul>

## Ministry of Forests, Lands, Natural Resource Operations and Rural Development

DIVISION/BRANCH	TOPIC
BC Wildfire Service	Wildfire Suppression, Wildfire Prevention and Community Resiliency Initiative
Forest Policy and Indigenous Relations	Economic Services, Trade and Export Policy, Timber Pricing, Compensation and Business Analysis, Coast and Interior Revitalization, Indigenous Relations.
Integrated Resource Operations	Archaeology; Compliance and Enforcement; GeoBC; Heritage; Mountain Resorts; Recreation Sites & Trails
Office of the Chief Forester	Forest Analysis & Inventory; Forest Improvement and Research Management Branch; Climate Change and Integrated Planning; Resource Practices and Innovation, Bio economy and Indigenous Opportunities.
Regional Operations	FrontCounter BC, resource management coordination, land use planning and implementation, Crown land and forest authorizations, community forest agreements, species at risk program delivery, urban deer, clean energy projects, First Nations consultation, ecosystem-based management, range, BC Timber Sales, Interior forest sector renewal, flood and fire recovery.
Resource Stewardship	Fish and Aquatic Habitat; Resource Planning and Assessment; Species at Risk Recovery; Water Management; Wildlife and Habitat. Includes resource practices, land-based investment planning, sustainable forest management, resource management objectives, fish and wildlife management, habitat management, water management, river forecasting, dam safety, flood safety, water use planning, utility regulation, water stewardship.

## Ministry of Health

<b>DIVISION/BRANCH</b>	<b>TOPIC</b>
<b>Office of Indigenous Health</b>	Works in partnership with BC First Nations, Metis, Inuit and Health Canada, across provincial ministries, with regional health authorities, First Nations Health Authority, and Indigenous organizations, to ensure the implementation of Government key strategic directions and commitments regarding Indigenous health.
<b>Finance and Corporate Services</b>	Supports programs and health authorities by managing and ensuring a consistent approach to financial and corporate services planning, policy, performance oversight/reporting, and critical financial and corporate services issues management. Services provided include Audit and Investigations, Capital Services Management, Health Authority Regional Grants Decision Support, and Finance and Decision Support.
<b>Health Human Resources and Labour Relations</b>	Responsible for workforce planning and development and operational delivery of beneficiary services that contribute to effectively meeting patient and population health needs and improving patient outcomes through the efficient delivery of health services.
<b>Population and Public Health</b>	Focuses on improving people's overall health and well-being by promoting health; preventing disease, disability, and injury; protecting people from harm; and ensuring particular focus on key groups including Indigenous peoples, women and children (Health Protection; Healthy Living and Health Promotion; Public Health Services).
<b>Primary Care</b>	Responsible for implementing the provincial primary care strategy. The priorities of the division are: Primary care networks; Urgent primary care centres; Community health centres; Interdisciplinary team based primary care services; ensuring integration of Primary Care services with community services programs. The Division also includes HealthLink BC due to its role as a key community services enabler of primary care.
<b>Provincial, Hospital and Laboratory Health Services</b>	Focuses on provincial health services, regional hospital services, pathology and laboratory, and precision medicine. The Division works closely with providers and stakeholders, provides strategic oversight, policy development and evaluation.
<b>Specialized Services</b>	Focuses on implementing specialized community and surgical services and programs. Community Care - Seniors services and Mental health and substance use services. Work on wait times - Surgical services; Colonoscopy services; Diagnostic services; Implementing waitlist policies and approaches in the specialized community services programs and other general health services.

## Ministry of Indigenous Relations and Reconciliation

DIVISION/BRANCH	TOPIC
<b>Negotiations and Regional Operations Division</b>	Leading provincial engagement with First Nations to advance reconciliation initiatives, including negotiating and implementing agreements with First Nations partners in conjunction with other provincial agencies, federal and local government, and working with stakeholders to ensure the success of reconciliation initiatives.
<b>Reconciliation Transformation &amp; Strategies Division</b>	Leads the development of reconciliation policy and works with all governments on topics including governance, rights recognition, self-determination, capacity building, implementation of adoption of the United Nations Declaration on the Rights of Indigenous Peoples, the Truth and Reconciliation Commission Calls to Action, and the Tsilhqot'in Supreme Court decision. Responsible for developing a cross-government vision for reconciliation for the province in collaboration with Indigenous peoples.
<b>Implementation and Lands Services Branch</b>	Leads key functions for the completion, implementation and ongoing relationship management of agreements with First Nations in the province, including: <ul style="list-style-type: none"> <li>• Provincial representative on treaty Implementation Committees;</li> <li>• Tri-partite treaty closing to reach Effective Date;</li> <li>• Research/advice and survey for crown land negotiations; and,</li> <li>• Implementation best practices to ensure agreement obligations met.</li> </ul>
<b>Socio-Economic Partnerships Branch</b>	Leads the development and implementation of key corporate indigenous initiatives and seeks to achieve positive impacts needed to improve the social and economic conditions of Indigenous people in BC living on and off reserve. This work requires the development of solutions through a diverse range of initiatives through engagement with Indigenous partners, provincial ministries and the federal government.
<b>Community and Social Innovation Branch</b>	Leads the Ministry's efforts in sociocultural reconciliation with Indigenous communities in British Columbia, including First Nations, Metis, urban Indigenous peoples and Indigenous youth. Partners with Indigenous governments, communities, organizations and other ministries to implement community wellbeing initiatives that advance self-determining, thriving, and resilient Indigenous communities.
<b>Major Project and Cross Gov't Initiatives Branch</b>	Leads and/or supports initiatives and provides strategic advice to other Governmental departments, First Nations, and industry proponents in a variety of initiatives in the fields of environmental stewardship, resource development, and emerging economic opportunities. The Branch also holds Provincial accountability for strategic consultation and accommodation procedures and associated tools to support statutory decision makers.



## Ministry of Jobs, Trade and Technology

Division/Branch	Topic
<b>Strategic Investments Office Branch</b>	Works directly with prospective investors whose projects have the potential to provide significant economic and job creation benefits to British Columbia. The SIO provides client-focused and personalized business services to help major investors save time and money, minimize risk and maximize certainty as their project proposal moves through provincial government regulatory and approval processes. The SIO works with municipalities, Indigenous communities and government agencies to facilitate significant investment projects in BC.
<b>Small Business, Jobs and Workforce Division</b>	Small business initiatives, programs, resources and available supports including the Small Business Task Force; and Small Business Roundtable; Sector and Regulatory Competitiveness including Better Regulations for British Columbians. Economic Policy and Support including Manufacturing sector support, including industries such as aerospace and marine; Provincial Economic Development Framework. Immigrations programs, settlement and integrations services; including Provincial Nominee Program, Entrepreneur Immigration Regional Pilot; foreign qualifications recognition, interprovincial labour mobility. BC Stats Information and Analysis.
<b>Planning and Innovation Branch</b>	Leads the development and implementation of strategy and policy in support of provincial technology, innovation and related investment initiatives. The branch also provides expertise on BC's research strengths and leads the planning and coordination of provincial technology and innovation policy and programming.
<b>International Trade Division</b>	Overseas trade and investment representative (TIR) presence in US, Europe and Asia; Trade readiness and trade services programs including support to communities across the province including indigenous communities; Initiatives to attract and retain international investors and businesses, and align efforts with B.C. communities and federal programs; International and domestic trade negotiations and agreements; International strategy and research; Trade and Investment Missions; International marketing; International engagement
<b>Regional Programs and Engagement Branch</b>	Leads the development and delivery of policies, programs and initiatives supporting local, regional and Indigenous economic development and community investment readiness.

## Ministry of Labour

DIVISION/BRANCH	TOPIC
<b>Labour Relations</b>	Administration of the <i>Labour Relations Code</i> through the independent quasi-judicial B.C. Labour Relations Board. The Ministry also promotes stable labour relations by monitoring collective bargaining disputes and providing formal and informal assistance to the parties. Also, responsible for the <i>Fire and Police Services Collective Bargaining Act</i> .
<b>Employment Standards</b>	Administration of the <i>Employment Standards Act</i> to ensure employees receive basic standards of compensation and conditions of employment, including the minimum wage. Provide fair and efficient procedures for resolving workplace disputes. Responsible for the Employment Standards Branch and the Employment Standards Tribunal. Responsible for enforcement of the new <i>Temporary Foreign Worker Protection Act</i> .
<b>Workers' Compensation</b>	Administration of the <i>Workers Compensation Act</i> and responsible for WorkSafeBC (provincial Workers' Compensation Board). WorkSafeBC provides compensation services, health care and vocational rehabilitation to injured workers. WorkSafeBC also has authority to develop, enact and enforce the <i>Occupational Health and Safety Regulation</i> . The Ministry is also responsible for the Employers' Advisers Office, the Workers' Advisers Office, and the Workers' Compensation Appeal Tribunal.

## Ministry of Mental Health and Addictions

DIVISION/BRANCH	TOPIC
Mental Health and Addictions	Leading the immediate response to the overdose public health emergency, including harm reduction, public awareness, treatment and recovery services and prevention initiatives; Setting strategic direction for provincial mental health and addictions services through research, policy development and evaluation, including in relation to designated facilities under the <i>Mental Health Act</i>

## Ministry of Municipal Affairs and Housing

DIVISION/BRANCH	TOPIC
<b>Community and Legislative Services Division</b>	
Community Gaming Grants	Community Gaming Grants support eligible not-for-profit organizations delivering community programs that benefit the citizens of British Columbia. Grants are awarded in several sectors including; Arts & Culture, Sport, Public Safety, Environment, Human & Social Services and Parent Advisory Councils. Eligible not-for-profit can also apply for Capital Grants through the program.
Community Policy and Legislation	TransLink legislation and governance; Ministry liaison with Auditor General for Local Government; Coordination of Ministry-wide legislation, regulations and board appointments.
Property Assessment Services	Provincial property assessment policy and legislation as it pertains to valuation and classification, including valuation of restricted use properties, redevelopment lands and impacts on business and housing affordability.
<b>Local Government Division</b>	
Governance Structures Governance Services Governance Relations	Incorporation, restructure, boundary extensions, structure-related legislation and processes, and local and regional governance. Local government administration, elections, governance operations-related legislative requirements/powers and local and regional services. Local government First Nations relations and Crown Grant/Nominal Rent Tenure sponsorships.
Local Government Finance	Local government finance, including: budgeting and financial plans; audited financial statements; unconditional grants; reserve funds; investments and municipal corporations; long-term liabilities; development financing (including Development Cost Charges); user-fees; and taxation (including tax sale).
Infrastructure and Engineering	Asset management, drinking water, wastewater, stormwater, solid waste, green energy and other capital grants, infrastructure planning grants and infrastructure programs (Investing in Canada Infrastructure Program, Clean Water and Wastewater Fund and Small Communities Fund).
Planning and Land Use Management Programs / Negotiations and Corporate Initiatives Local Government Climate Action Dispute Resolution Guidance	Local government planning and land use management framework, including: new legislation related to rental zoning, housing needs reports and TransLink development cost charges; other local planning and land use tools; ministerial approvals of some official community plans; Regional Growth Strategies (RGSs); and Development Approvals Process Review. CleanBC, Climate Action Charter, Climate Action Revenue Incentive Program (CARIP), joint provincial-UBCM Green Communities Committee (GCC), support for local government climate mitigation and adaptation action. Dispute resolution guidance related to Regional District service review/withdrawal, RGS and other intergovernmental disputes.
Local Government Policy, Research and Legislation	Overall responsibility for local government legislation development for <i>Community Charter</i> , <i>Local Government Act</i> , <i>Local Elections Campaign Financing Act</i> and other local government legislation. Broad responsibility for forward-looking policy development in relation to various local government authorities.

## Ministry of Municipal Affairs and Housing Continued...

<b>Office of Housing and Construction Standards</b>	
<b>Housing and Policy Branch</b>	Housing policy and program development, including market and non-market housing, supportive housing and homelessness; liaison with BC Housing, which partners with local government, non-profit and private developers to build affordable housing; legislation governing strata properties, as well as actions in the <i>Homes for BC: A 30-Point Plan For Housing Affordability</i> ; BC Housing.
<b>Building and Safety Standards Branch</b>	Buildings, Construction, and Technical Systems: The regulatory framework for buildings and technical systems, including development of building, plumbing, fire, electrical, gas elevator and energy codes, site specific and jurisdiction specific regulations (e.g., tall wood), safety standards for technical systems (e.g., refrigeration in arenas), homeowner protection (e.g., home warranties), oversight of certain industry professionals and trades (e.g., home builder licensing), and policy advice relating to the built environment, including climate leadership. Liaison with BC Housing Licensing and Consumer Services, Technical Safety BC, Building Officials Association of BC, and National Research Council.
<b>Residential Tenancy Branch</b>	The regulatory framework for landlords and tenants, including conventional residential and manufactured home park tenancies; information services and disputes resolution for landlord and tenant disputes.

## Ministry of Public Safety and Solicitor General

<b>DIVISION/BRANCH</b>	<b>TOPIC</b>
<b>Policing and Security Branch</b>	Police Services: provides central oversight of all policing and law enforcement in the province by developing and administering policing policy and programs. Ensures the adequate and effective levels of policing throughout the province. Security Programs: administration of the Protection Order Registry, the Criminal Records Review Program, and the regulation of the security industry in B.C.
<b>Community Safety and Crime Prevention Branch</b>	Civil Forfeiture; Victim Services; Violence Against Women and Children; Crime Prevention; and, Combating Trafficking in Persons.
<b>Corrections Branch</b>	Community Corrections: supervision and programs to reduce reoffending for offenders who live outside of correctional centres. Adult Custody: operation of correctional centres.
<b>RoadSafety BC</b>	Operates provincial road safety programs and is the policy and regulatory agency responsible for ensuring the safe and responsible operation of motor vehicles in B.C.
<b>Emergency Management BC</b> **Meeting requests for the Minister will be held with the Parliamentary Secretary for Emergency Preparedness.	Emergency Management BC (EMBC) is the lead co-ordinating agency in the provincial government for all emergency management activities. The overall purpose of EMBC is to make individuals and communities in B.C. safer. EMBC works with local governments, First Nations, federal departments, industry, non-governmental organizations, and volunteers to support the emergency management phases of mitigation and prevention, preparedness, response, and recovery. Additionally, EMBC engages with provincial, national and international partners to enhance collective emergency preparedness. Also, within EMBC is the Office of the Fire Commissioner (OFC). The OFC is the senior fire authority in the province with respect to fire safety and prevention.
<b>Cannabis Legalization and Regulation Secretariat</b>	The Secretariat is responsible for coordinating cannabis policy across the provincial government. Working with partner ministries and external stakeholders, the Secretariat seeks to advance Government's overarching cannabis policy goals, which include: public health and safety, protecting children and youth, reducing crime and the illegal market, addressing cannabis-impaired driving, and supporting economic development.



## Ministry of Social Development and Poverty Reduction

DIVISION/BRANCH	TOPIC
Research, Innovation and Policy Division	TogetherBC, British Columbia's first poverty reduction strategy, sets a path to reduce overall poverty in B.C. by 25% and child poverty by 50% by 2024. With investments from across Government, TogetherBC reflects government's commitment to reduce poverty and make life more affordable for British Columbians. It includes policy initiatives and investments designed to lift people up, break the cycle of poverty and build a better B.C. for everyone. Built on the principles of Affordability, Opportunity, Reconciliation, and Social Inclusion, TogetherBC focuses on six priority action areas:
Service Delivery Division	<ul style="list-style-type: none"> <li>• More affordable housing for more people</li> <li>• Supporting families, children and youth</li> <li>• Expanding access to education and training</li> <li>• More opportunities, more jobs</li> <li>• Improving income supports</li> <li>• Investing in social inclusion</li> </ul> <p>Accessibility – Working across government to increase accessibility and decrease barriers for people with disabilities in B.C. Income and Disability Assistance - Income Assistance provides support and shelter payments to help low income singles and families while they are looking for work. Disability assistance provides support and shelter payments to people who are low-income with a severe disability and can't fully support themselves or gain independence. Income and Disability Assistance programs and services are delivered at 47 ministry office locations and 36 partnership Service BC offices around the province. Clients can also access services through the ministry's toll-free phone line or through the online client portal My Self-Serve.</p>
Employment and Labour Market Services Division	How to access employment supports through the Employment Program of BC and the 84 WorkBC Employment Service Centres located throughout the province. How to apply for project based funding under the Community Employer Partnership initiative in order to increase local employment opportunities for British Columbians.

## Ministry of Tourism, Arts and Culture

DIVISION/BRANCH	TOPIC
BC Arts Council	Application and peer review adjudication process for programs of the BC Arts Council; responsibility for arts and cultural development in communities through grants to individual artists and organizations; funding for community arts organizations and regional arts organizations; support for Indigenous artists and arts organizations; support for youth and emerging practitioners through scholarships and early career development; support for touring.
Arts and Cultural Development	Research, analysis and policy and program development that aims to enrich communities, provide broad access to and increase participation in the arts and leverage partnerships for impactful and innovative programming in all corners of B.C. Provides oversight of the Royal BC Museum and the modernization project as well as establishing of a Chinese Canadian Museum
Sport	Sport policy issues; programs supporting the delivery of services through provincial sport organizations; sport event hosting.
BC Athletic Commission	Legislation and regulatory oversight of professional boxing and mixed martial arts, as well as amateur kickboxing, mixed martial arts, Muay Thai and pankration. .

<b>Tourism</b>	Policy development and strategic issues management to support BC's tourism sector; manages the Resort Municipality Initiative, Tourism Event Program and Municipal Regional District Tax program (jointly with DestinationBC and Ministry of Finance.) Provides oversight of Destination BC (tourism marketing/development) and BC Pavillion Corporation (BC Place and Vancouver Convention Centre) and leads development and implementation of provincial tourism strategy.
<b>Creative Sector</b>	Policy development, research and inter-government relations work in support of B.C.'s creative industries including, film, television, interactive digital media, music, and publishing. Provides oversight of Creative BC and the Knowledge Network.
<b>Multiculturalism</b>	Multiculturalism Community Grant program, Organizing Against Racism and Hate Program, Multicultural Advisory Council, Premier's Chinese Canadian Advisory Council Secretariat.

## Ministry of Transportation and Infrastructure

<b>DIVISION/BRANCH</b>	<b>TOPIC</b>
<b>Highway Operations</b>	The Highway Operations Department plans, designs, constructs, operates, rehabilitates and maintains the provincial public highway system. Project manages and delivers hundreds of expansion, rehabilitation and safety improvement projects annually including maintenance contracts, centreline marking contracts and electrical contracts. Oversees and manages privatized road and bridge maintenance. Approves subdivisions in rural areas near provincial highways, issues highway permits for access, utilities and special events and approves zoning near provincial highways.
<b>Highway Services</b>	The Highways Services Department develops province-wide engineering and environmental solutions and implements standards, policies and procedures regarding provincial transportation engineering. Ensures commercial vehicle safety by managing the National Safety Code, the Vehicle Inspection and Standards and enforcement of the Motor Vehicle Act in relation to commercial vehicles.
<b>Major Projects, Infrastructure and Properties Department</b>	The Major Projects, Infrastructure and Properties Department is responsible for all aspects of strategic planning, programming, procurement and major projects delivery within the province including development and management of the provincial 10 year Transportation Investment Plan, management of federal and community cost sharing programs, and the delivery of the major transportation projects throughout the province. Oversees the acquisition, management and disposition of the ministry's thousands of properties and land interests, including those owned by the BC Transportation Financing Authority and BC Railway Company. The department is also the primary linkage to the Transportation Investment Corporation.
<b>Transportation Policy &amp; Programs Department</b>	The Transportation Policy and Programs Department is responsible for all aspects of strategic transportation policy. This includes air, rail and marine modes, passenger transportation regulations and licensing, inter-governmental relations, cycling and airport grant programs, climate leadership, corporate planning, strategic initiatives and writing services as well as to maintain and optimize the delivery of transit services in participating communities throughout the province. The department also has provincial oversight of the inland and coastal ferry system in British Columbia.

## Provincial Agencies, Commissions and Corporations

ORGANIZATION	TOPIC
<b>Agricultural Commission</b> Land	Information and advice regarding the Agricultural Land Reserve (ALR) and work of the Provincial Agricultural Land Commission (ALC). ALC Chair and/or Chief Executive Officer will be in attendance.
<b>Auditor General for Local Government</b>	The office of the Auditor General for Local Government conducts performance audits of local governments in order to provide them with objective information and relevant advice that will assist them in their accountability and the achievement of value for money in their operations. Our work emphasizes a collaborative approach in working with local governments and we would be pleased to meet and discuss areas of risk or concerns and how our office can assist in addressing these issues.
<b>BC Emergency Health Services (BCEHS)</b>	BCEHS governs the emergency medical services system in BC and provides pre-hospital emergency and inter-facility patient transfer services. Under the oversight of BCEHS, BC Ambulance Service (paramedics and emergency medical call takers and dispatch staff provide pre-hospital emergency care and medically necessary transport (ground and air) for British Columbians. BCEHS also oversees the BC Patient Transfer Network (BCPTN), which coordinates the transfer of acute and critically ill patients to the appropriate level of care both within and outside of B.C.  Members of the BCEHS Executive will be in attendance and look forward to participating in productive and engaging sessions.
<b>BC Housing</b>	BC Housing works in partnership with private and non-profit sectors, provincial health authorities and ministries, other levels of government and community groups to develop a range of housing options. These affordable housing options span the housing continuum, including emergency shelter and housing for the homeless, transitional supportive and assisted living, independent social housing, rent assistance in the private market, and affordable owner-purchase housing.  Through the <i>Homeowner Protection Act</i> , BC Housing also licenses residential builders, administers owner builder authorizations, ensures that mandatory licensing and home warranty insurance provisions are complied with, oversees the third-party home-warranty insurance, and carries out research and education that benefits the residential construction industry, consumers and the affordable housing sector.
<b>BC Hydro</b>	Our vision is to be the most trusted, innovative utility company in North America by being smart about power in all we do. BC Hydro's Community Relations staff will be present at the Convention and look forward to addressing any questions that you may have related to their operations.
<b>BC Oil and Gas Commission</b>	The BC Oil and Gas Commission regulates oil and gas activities for the benefit of British Columbians and looks forward to addressing any questions you may have on our regulatory oversight.

## Provincial Agencies, Commissions and Corporations Continued...

<b>BC Transit</b>	From small towns to large urban centres outside of Metro Vancouver, BC Transit provides safe, effective, customer focused transportation solutions that connect people and communities to a more sustainable future. BC Transit would be pleased to discuss any questions you may have regarding our services. In order to provide you with the best information possible, please provide specifics relating to your questions within the online meeting request.
<b>Insurance Corporation of British Columbia (ICBC)</b>	ICBC provides universal compulsory auto insurance (basic insurance) to drivers in British Columbia, with rates regulated by the British Columbia Utilities Commission (BCUC), and also sells optional auto insurance in a competitive marketplace. Our insurance products are available across B.C. through a network of independent brokers, and claims services are provided at ICBC claims handling facilities located throughout the province. We also invest in road safety and loss management programs to reduce traffic-related deaths, injuries and crashes, auto crime and fraud. In addition, we provide driver licensing, vehicle registration and licensing services, and fines collection on behalf of the provincial government at locations across the province. ICBC will have staff present at the Convention who would be pleased to discuss or meet on any issues related to ICBC's operations.
<b>Royal Canadian Mounted Police (RCMP)</b>	Various police issues.



**From:** 2019 MAH UBCM Meeting Requests MAH:EX [mailto:MAH.UBCM.MeetingRequests@gov.bc.ca]  
**Sent:** Tuesday, June 11, 2019 10:14 AM  
**To:** 2019 MAH UBCM Meeting Requests MAH:EX  
**Subject:** 2019 UBCM Convention – Meeting Requests with Premier Horgan and Provincial Cabinet Ministers and the Minister of Municipal Affairs and Housing

This message is being sent by the Ministry of Municipal Affairs and Housing to all Union of BC Municipalities (UBCM) members and Regional Districts on behalf of the Honourable John Horgan, Premier, and the Honourable Selina Robinson, Minister of Municipal Affairs and Housing.

Subject: 2019 UBCM Convention – Meeting Requests with Premier Horgan and Provincial Cabinet Ministers and the Minister of Municipal Affairs and Housing  
Intended Mayors/Regional District Chairs/Islands Trust Chair/CAOs and cc:  
Recipient(s): General Email  
Attachments: Two (2) plus message below

If you have received this message in error, we ask that you forward it to the appropriate person in your office.

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MESSAGE:

Please see the attached letters from Premier Horgan and Minister Robinson with regards to this year's UBCM Convention. These letters outline the process for requesting a meeting with the Premier and Cabinet Ministers.

For requesting meetings with the Premier and Cabinet Ministers (not including Minister of Municipal Affairs and Housing) please use the online form at:

<https://UBCMreg.gov.bc.ca>

(invitation code: **MeetingRequest2019** is case sensitive)

If you have questions please contact the Premier's UBCM Meeting Request Coordinator by email at: [UBCM.Meetings@gov.bc.ca](mailto:UBCM.Meetings@gov.bc.ca), or by telephone: 250 213-3856.

Please note as in previous years, meetings with the Minister of Municipal Affairs and Housing (MAH) are scheduled directly with that Ministry.

For requesting meetings with the Minister of Municipal Affairs and Housing, please use the online meeting request form at:

[Minister of Municipal Affairs and Housing Meetings](#)

If you have questions, please contact the MAH UBCM Meeting Coordinator, Nicole Gibbings by email at: [MAH.UBCM.MeetingRequests@gov.bc.ca](mailto:MAH.UBCM.MeetingRequests@gov.bc.ca) or by phone at 778-698-3203.

Thank you.

\* Contact information is provided by CivicInfo BC. To ensure you receive all relevant communications please ensure the contact information for your organization is updated regularly.



June 10, 2019

Dear Mayors and Regional District Chairs:

My caucus colleagues and I are looking forward to seeing you all again at this year's Union of British Columbia Municipalities (UBCM) Convention in Vancouver from September 23-27.

*Resiliency and Change*, the theme for the 2019 Convention, is indeed an appropriate focus as communities throughout our province are experiencing change on issues ranging from the impacts of climate change to economic pressures. UBCM provides a wonderful opportunity to listen to one another, share ideas, and find new approaches to ensure our communities thrive. With local, provincial, federal, and First Nations governments working together, we can continue to build a better BC.

If you would like to request a meeting with a Cabinet Minister or with me during this year's convention, please register online at <https://ubcmreg.gov.bc.ca/> (live, as of today). Please note that this year's invitation code is **MeetingRequest2019** and it is case sensitive. If you have any questions, please contact [UBCM.Meetings@gov.bc.ca](mailto:UBCM.Meetings@gov.bc.ca) or phone 250-213-3856.

I look forward to being part of your convention, meeting with many of you, and exploring ways that we can partner together to address common issues.

Sincerely,

A handwritten signature in blue ink that reads "John J. Horgan". The signature is fluid and cursive, with a long horizontal stroke at the end.

John Horgan  
Premier





June 10, 2019

Dear Mayors and Regional District Chairs:

I am pleased to provide you with the following information regarding the process for requesting a meeting with me during the annual UBCM Convention taking place this year from September 23 to 27, 2019 in Vancouver, British Columbia.

You will receive a separate letter from the Honourable John Horgan, Premier, containing information about the online process for requesting a meeting with Premier Horgan and other Cabinet ministers.

If you would like to meet with me at the Convention, please complete the online request form at: [MAH Minister's Meeting](#) and submit it to the Ministry of Municipal Affairs and Housing before **July 17, 2019**. Meeting arrangements will be confirmed by early September. I will do my best to accommodate as many meeting requests as possible.

To get the most out of your delegation's meeting with me, it would be helpful for you to provide as much detail as possible in the online form on the topic you wish to discuss. This will enable me to have a better understanding of your delegation's interests so that our discussions can be more productive.

Ministry staff will soon email you the Provincial Appointment Book. This lists all government, agency, commission, and corporation staff who are expected to be available to meet with delegates at the Convention, as well as details on how to request a meeting with staff online.

This will be my third UBCM Convention as Minister responsible for local government, and I appreciate the collaboration and partnerships that we have built over these last several years. I look forward to hearing more about your challenges and accomplishments as we continue our work together to make life better for all British Columbians.

Sincerely,

Selina Robinson  
Minister

pc: Honourable John Horgan, Premier  
Arjun Singh, President, Union of British Columbia Municipalities