



REGULAR MEETING OF COUNCIL
Tuesday, May 28, 2024 @ 4:00 PM
Electronically (Via Zoom) and in the George Fraser Community Room in the
Ucluelet Community Centre, 500 Matterson Drive, Ucluelet

AGENDA

This meeting is conducted both in-person in the George Fraser Community Room and electronically through Zoom.

Visit [Ucluelet.ca/CouncilMeetings](https://ucluelet.ca/CouncilMeetings)

for Zoom login details, links to the livestream on YouTube and other information about Council meetings.

Members of the public may attend the George Fraser Community Room in the Ucluelet Community Centre to hear, or watch and hear, this meeting including any electronic participation.

Page

1. CALL TO ORDER

1.1 ACKNOWLEDGEMENT OF THE YUULU?IL?ATH

Council would like to acknowledge the Yuulu?il?ath, on whose traditional territories the District of Ucluelet operates.

1.2 NOTICE OF VIDEO RECORDING

Audience members and delegates are advised that this proceeding is being video recorded and broadcast on YouTube and Zoom, which may store data on foreign servers.

2. LATE ITEMS

3. APPROVAL OF THE AGENDA

4. PUBLIC INPUT & DELEGATIONS

4.1 Delegations

- Sergeant Marc Jones, Ucluelet RCMP Detachment 3 - 7
Re: Quarterly Policing Report and Policing Priorities
[Leadership Report April 2024](#)
- Dario Phillips & Leon Davies, Ucluelet Skatepark Committee 9 - 22
Re: Ucluelet Skatepark Upgrades
[2024-04-25 Ucluelet Skatepark Updates](#)
[Ucluelet Expansion Model Boards 14Dec2016](#)
[2023-10-05 District of Ucluelet Meeting with Ucluelet Skate Park Committee](#)
[Ucluelet Skatepark Drawings](#)

5. UNFINISHED BUSINESS

6. COMMITTEE OF THE WHOLE
- 6.1 Water Sustainability and Conservation 23 - 33
James MacIntosh, Director of Engineering Services
[RTCoW - Water Sustainability and Conservation](#)
[APPENDIX A - Observation Well](#)
[APPENDIX B - DoU Wells](#)
[APPENDIX C - Water Restrictions Proposed](#)
7. REPORTS
- 7.1 Engineering Contract Authorization - Lost Shoe Creek Aquifer Filtration Plant 35 - 38
James MacIntosh, Director of Engineering Services
[RTC - Engineering Contract Authorization - Lost Shoe Creek Aquifer Filtration Plant](#)
8. NOTICE OF MOTION
9. CORRESPONDENCE
- 9.1 Union of BC Municipalities (UBCM) Minister Meetings 39 - 105
[2024-05-15 - Premier Eby Mayors and Regional District Chairs](#)
[2024-05-15 - Minister Kang Mayors and Regional District Chairs](#)
[2024 UBCM Convention Provincial Appointment Book](#)
- 9.2 Big Wave Risk Assessment Group to hold Surf Safety Training in Tofino 107 - 108
 (District of Ucluelet)
Zach Dilonno, Managing Director, Big Wave Risk Assessment Group
[2024-05-22 -Wave Risk Assessment](#)
10. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS
- 10.1 Councillor Shawn Anderson
Deputy Mayor, April 1 - June 30, 2024
- 10.2 Councillor Jennifer Hoar
Deputy Mayor, January 1 - March 31, 2024
- 10.3 Councillor Ian Kennington
Deputy Mayor, July 1 - September 30, 2024
- 10.4 Councillor Mark Maftai
Deputy Mayor, October 1 - December 31, 2024
- 10.5 Mayor Marilyn McEwen
11. QUESTION PERIOD
12. CLOSED SESSION
13. ADJOURNMENT



**MONTHLY
Mayor's / Chief's / President's
POLICING REPORT
April, 2024
Ucluelet Detachment
"E" Division
British Columbia**



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Calls for Service: 124

Annual Performance Plan (A.P.P.'S) Community Priorities

- (1) Crime Reduction
 - a) Speed Enforcement / Awareness

- (2) Build and Maintain Relations with the Community
 - a) Community Involvement
 - b) Reconciliation

- (3) Vulnerable Persons
 - a) Community Referrals

High Risk Charges

Domestic Violence Charges: 0

Sexual Assault Charges: 0

Crime Reduction

Road Safety

Check stops: 2

Impaired Driving: 2 files

Traffic Tickets: 2

Written Warning: 2

Build and Maintain Relations with the Community

Community Involvement

- Members attended and played pickle ball in the community
- Members joined a local soft ball team
- Members attended the West Coast Community resources meetings

Reconciliation

- Cst. HARRY continues to dedicate a considerable amount of his personal time by participating in the following:
 - a) Took out elders, visited with elders locally and outside of Ucluelet, had tea and meals with elders
 - b) Attended youth basketball practice.
 - c) Attended Macoah for Hike to high ground and emergency preparedness, discussed the auxiliary program to interested members and participated emergency extraction exercises by helicopter.
 - d) Attended the Hitacu elders meeting regarding a cultural burial at Wya point. Ceremonial procedures discussed
 - e) Had tea with Chief Mack in Mocoah
 - f) Attended the Hitacu Daycare to further plan for the upcoming bike rodeo with barbeque but the Rodeo was unfortunately postponed.
 - g) Sgt. JONES and Cst. HARRY had meetings with president and executives at YFN and participated in meetings with the IPS management to update the province.

- Detachment members have continued to do proactive visits to the communities to open positive interactions with community members.

Vulnerable Persons

Community Referrals

1 for the month of April

Other Police Services

Criminal Record Checks

Criminal record / Vulnerable Sector checks: 25

OCCURRENCES	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Assaults (Not including sexual assaults)	7	12	3	50
Sexual Offences	0	4	4	13
Break and Enters (Residence & Business)	1	2	4	18
Theft of Motor Vehicle	1	5	1	6
Theft Under \$ 5000.00	5	17	2	22
Theft Over \$ 5000.00	0	2	1	8
Drugs (Possession)	2	3	0	3
Drugs (Trafficking)	0	1	0	3
Causing a Disturbance	1	15	1	45
Liquor Act	8	14	3	34
Mischief - damage to property	4	16	2	24
Mischief - obstruct enjoyment	3	9	2	31
Impaired Driving	2	6	6	44
IRP / 24 hr suspension	7	8	4	16
Utter threats	4	8	1	13
Bylaw	3	9	2	52
Mental Health	3	22	1	57
Total Calls for service	124	398	100	1199

JUSTICE REPORTS	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Victim Services Referral - Accepted	3	6	0	17
Victim Services Referral - Declined	3	6	0	17
Victim Services - Proactive Referral	0	0	0	1
Restorative Justice Referrals	0	1	0	0
Prisoners Held	1	9	0	38
Prisoners escorted	0	0	0	11
Liquor Destroyed Immediately	0	3	0	8

Should you have any questions or concerns regarding this report, please feel free to contact me to discuss.

Prepared by: Sgt. Marc JONES

Telephone: 250 726-7773

Email: marc.jones@rcmp-grc.gc.ca

Extended Distribution List:

District Advisory NCO

From: [REDACTED]
To: [Marilyn McEwen \(Ucluelet Mayor\)](#); [Shawn Anderson \(Ucluelet Council\)](#); [Jennifer Hoar \(Ucluelet Council\)](#); [Ian Kennington \(Ucluelet Council\)](#); [Mark Maftei \(Ucluelet Council\)](#); [Community Input Mailbox](#); [Abby Fortune](#)
Cc: [REDACTED]
Subject: Ucluelet Skatepark Updates
Date: April 25, 2024 9:24:39 AM
Attachments: [Ucluelet Expansion Model Boards 14Dec2016 \(1\).pdf](#)
[2023-10-05 District of Ucluelet Meeting with Ucluelet Skate Park Committee \(1\).pdf](#)
[2023_Council_Delegation \(1\).pdf](#)

[External]

Hi All,

I'm reaching out to introduce you all to the Ucluelet Skatepark Committee. The Ucluelet Skatepark committee, spearheaded by Ucluelet Skaters, represents a transformative endeavor aimed at rejuvenating the aging Ukee Skatepark into a vibrant community hub. This initiative born out of the collaborative efforts of local parents and skaters, seeks to address the urgent need for skatepark upgrades while fostering community engagement, inclusivity, and youth development. Our current skatepark is in dire need of upgrades to the surface and the originally planned expansion phases need to be completed.

I was very involved in the 2022 Tofino Skatepark Upgrades, from presenting the idea to the council to working with the district on design and helping vet RFPs to the final completion. I manage the [West Coast Skateboard Coalition](#) (506 local followers) and was invited by Leon to help with the Ucluelet Skate Committee. Leon volunteers and runs the weekly [Sea Plane Skate nights](#) with Ollie who have both been an amazing asset to our community. Riley runs the [Ukee Pop - Ukee Pals on Planks](#) weakening skate nights and she worked with Leon on writing the Co-op grant application. We have all been getting lots of questions from parents, kids, and community members on the status of the skatepark upgrades and would like to address at the next council meeting.

Current Status:

- We have been meeting with Abby since 2022 and have met twice to review initial build estimates from Newline, Transition, and Radius.
- Each of the initial proposals are rough estimate for the updates and expansion and cost between \$300-\$400k.
- Abby has let us know that \$80k will be allocated towards the skatepark build in 2025 but that amount isn't enough to start the build. We were meant to have an open house regarding the skatepark in February or March of this year but haven't heard much feedback from the district
- We have applied for the \$150k Co-op grant and should hear back in June on status
- I know that districts like Whisler have accessed RMI's funds to help pay for their skatepark upgrades as they attract many tourists.
- We also have a world-class event, the West Coast Triple Plank that runs the skate portion of their event in Tofino because our skatepark isn't up to par.

I've attached our October 5th meeting notes along with initial rough proposals from [Newline](#), [Radius](#), and [Transition](#).

I've also been in touch with the Qualicum Beach Skates who have just secured \$1.2M and are raising another \$300k for their skatepark updates. They have done extension research on the

benefits of skateparks to a community and have a huge amount of resources.

Please let us know when we can discuss a go forward plan?

Thank you,
Ucluelet Skatepark Committee



[QB Skatepark Presentation Nov 2022.pptx](#)



[Ucluelet Concept Proposal 1.0 \(1\).pdf](#)



[Ucluelet Proposal .pdf](#)

Ucluelet Skatepark Expansion

Concept Design Expansion Options

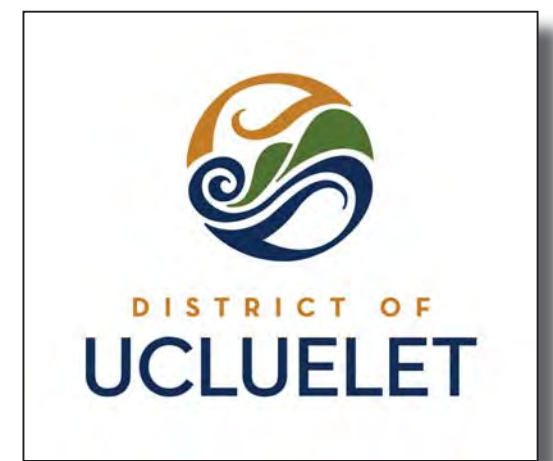
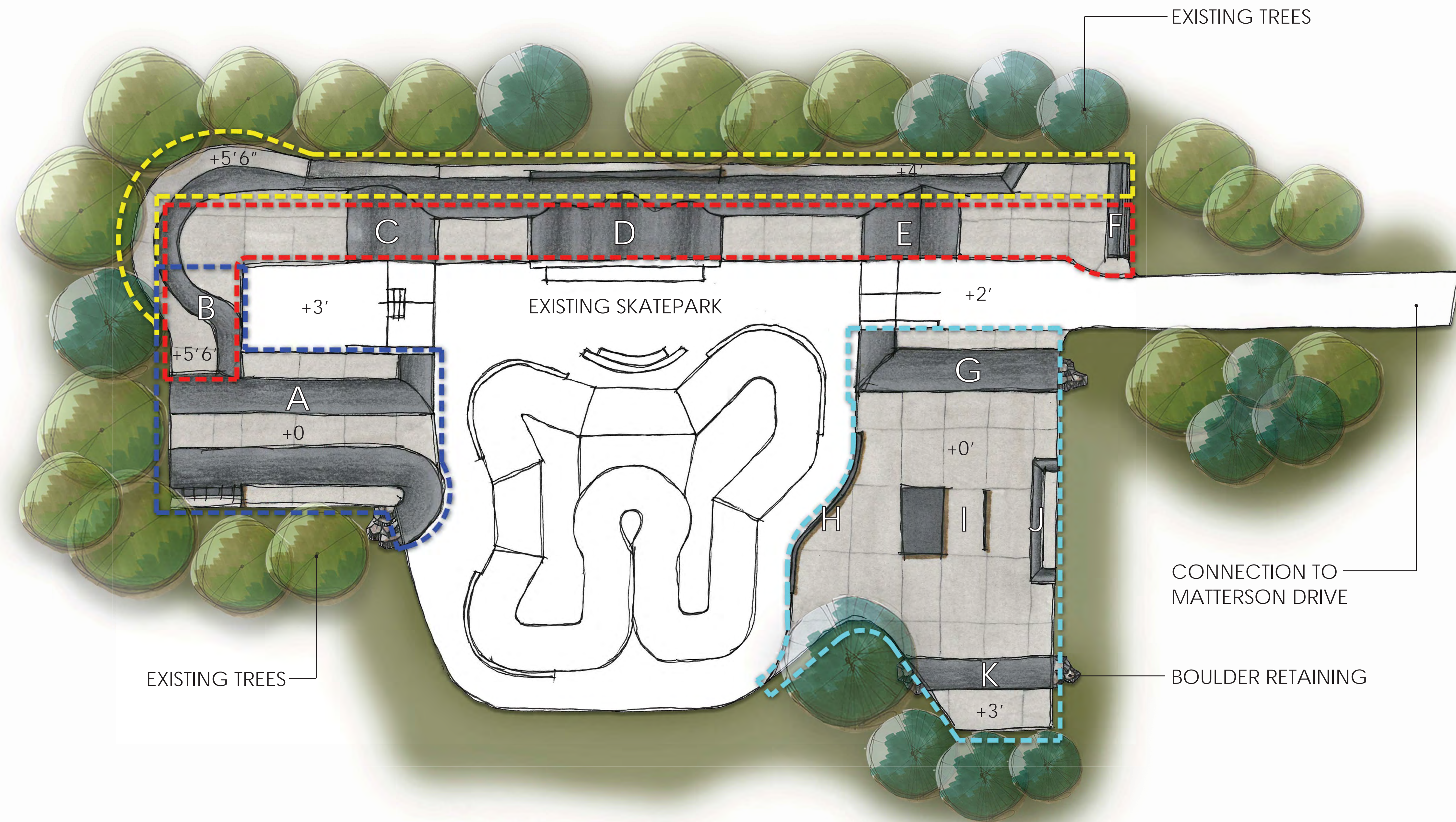
Legend

- EXPANSION OPTION 1: ROLLER/WEDGE LINE**
APPROXIMATE COST: \$105,000 (\$2,100sqft. x \$50)
- EXPANSION OPTION 2: MINIRAMP**
APPROXIMATE COST: \$85,000 (\$1,700sqft. x \$50)
- EXPANSION OPTION 3: FLATGROUND STREET AREA**
APPROXIMATE COST: \$139,500 (\$3,100sqft. x \$45)
Note: cost per square foot is lower due to a lesser amount of shotcrete and ease of build.
- AREA 4: APPROXIMATE COST: \$85,000 (\$1,700sqft. x \$50)**
Note: Area 4 can only be implemented if expansion option 1 is constructed.

Skatepark Features

- A - 3' Miniramp with Transfer & Pool Block Extension
- B - Quarterpipe Drop-In/Turnaround
- C - High to Low Roller
- D - Triple Roller Pump Bump Feature
- E - Wedge-to-Wedge Feature
- F - Barrier Feature
- G - Drop-In/Turnaround Bank
- H - Curved Slappy Curb Feature
- I - Ledge/Manual Pad & Flatbar
- J - Slappy/Manual Pad Feature
- K - Turnaround Transition Feature

Site Plan with Expansion Option Boundaries



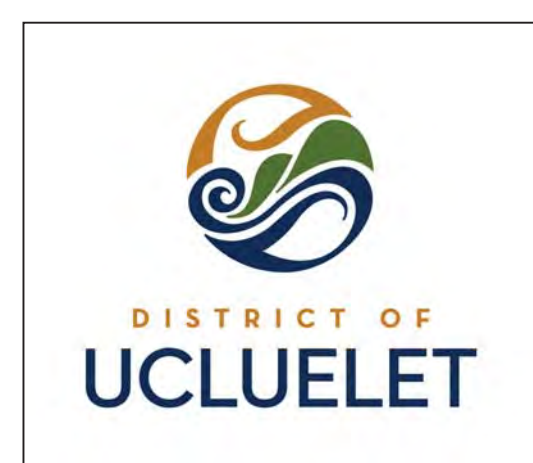
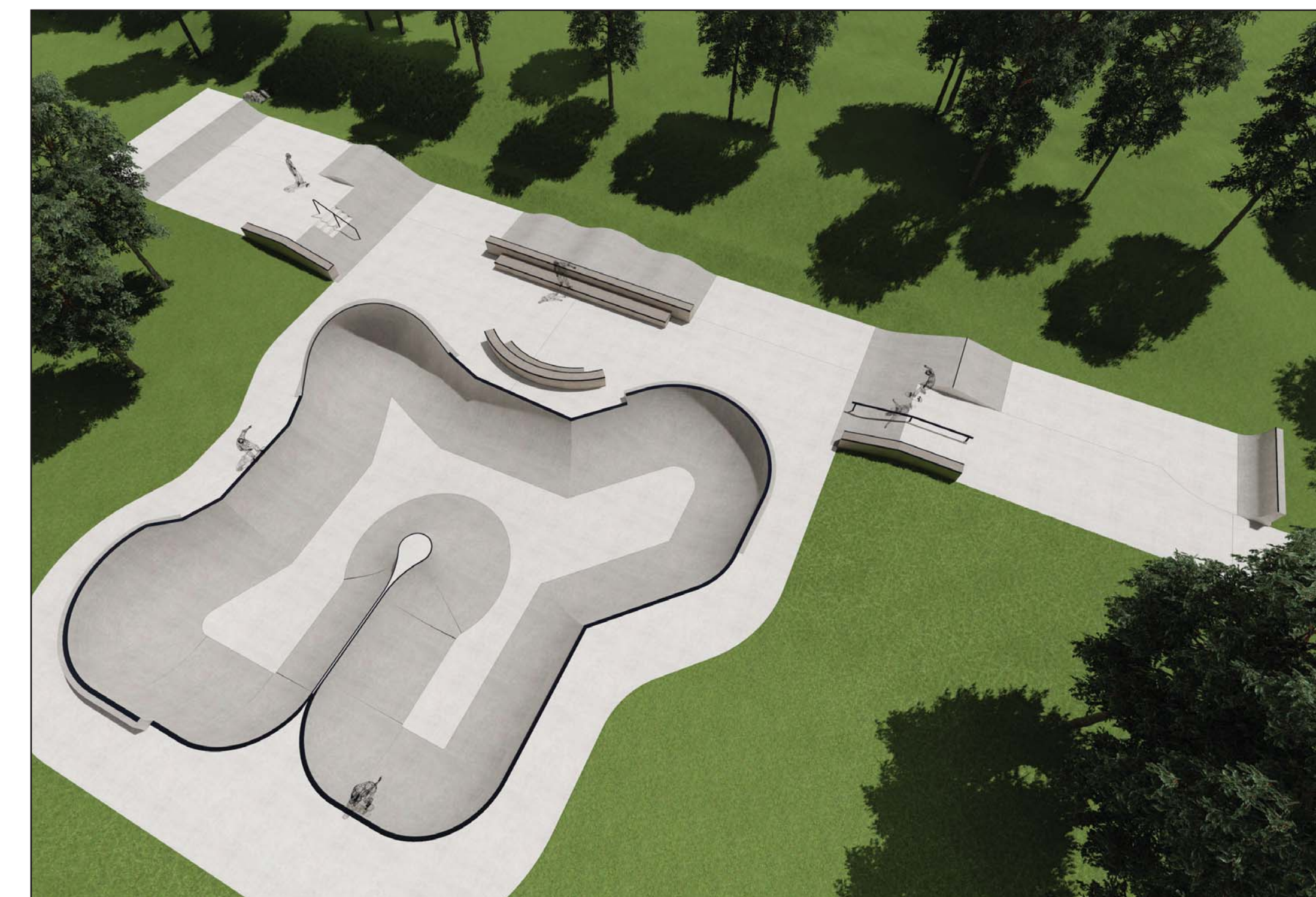
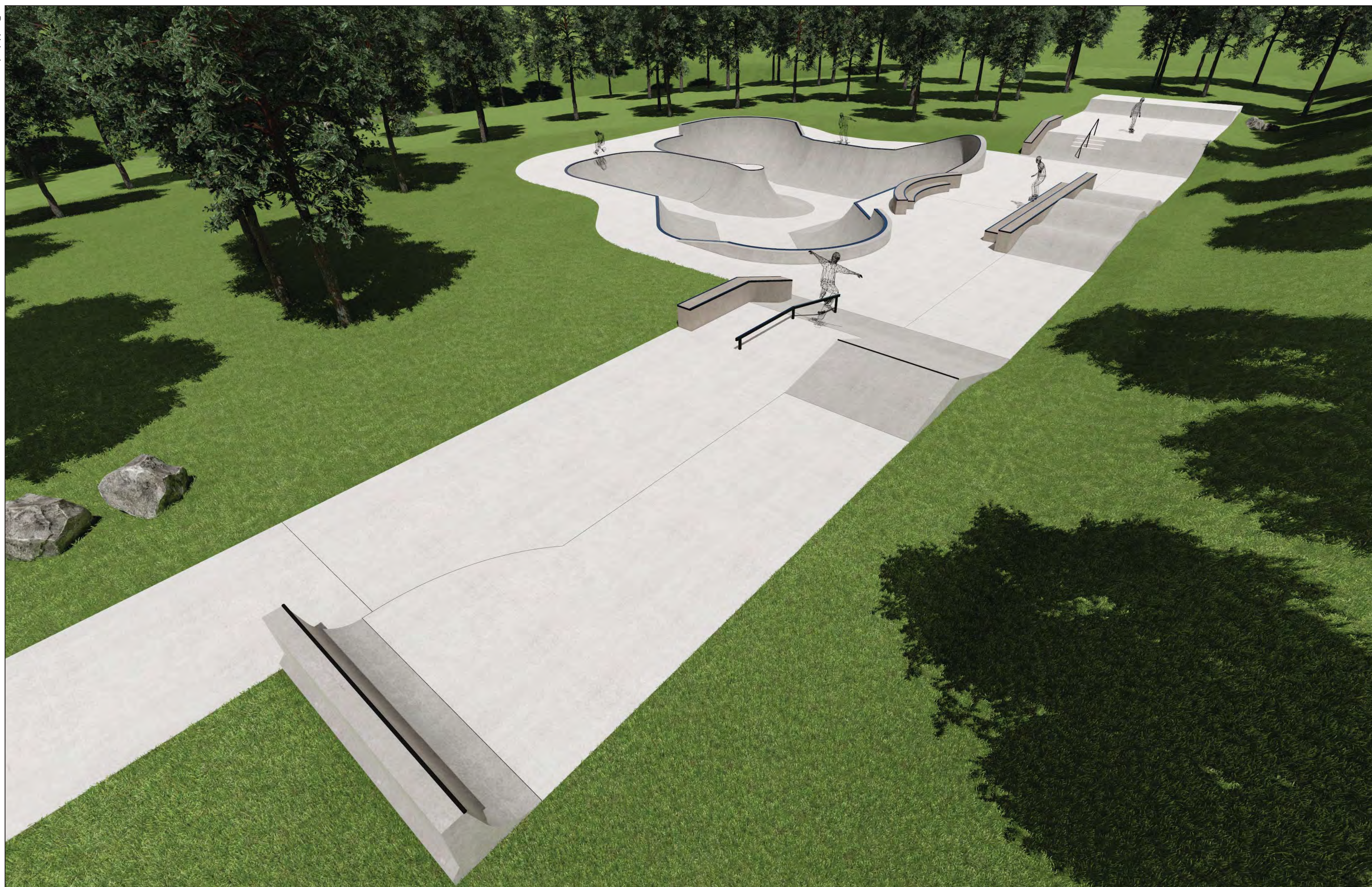
Ucluelet, BC

December, 2016

www.newlineskateparks.com
www.ucluelet.ca

Ucluelet Skatepark Expansion

Expansion Option 1: Roller/Wedge Line - 3D Model



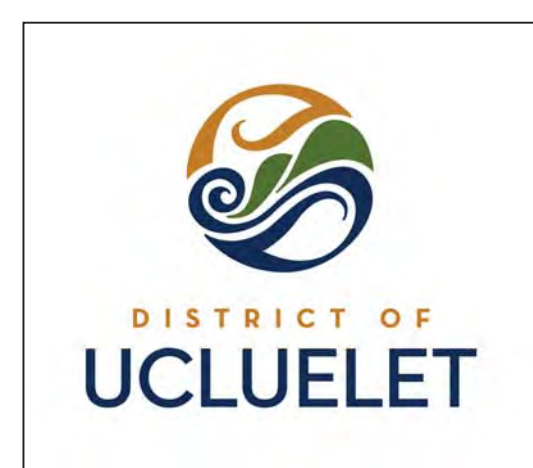
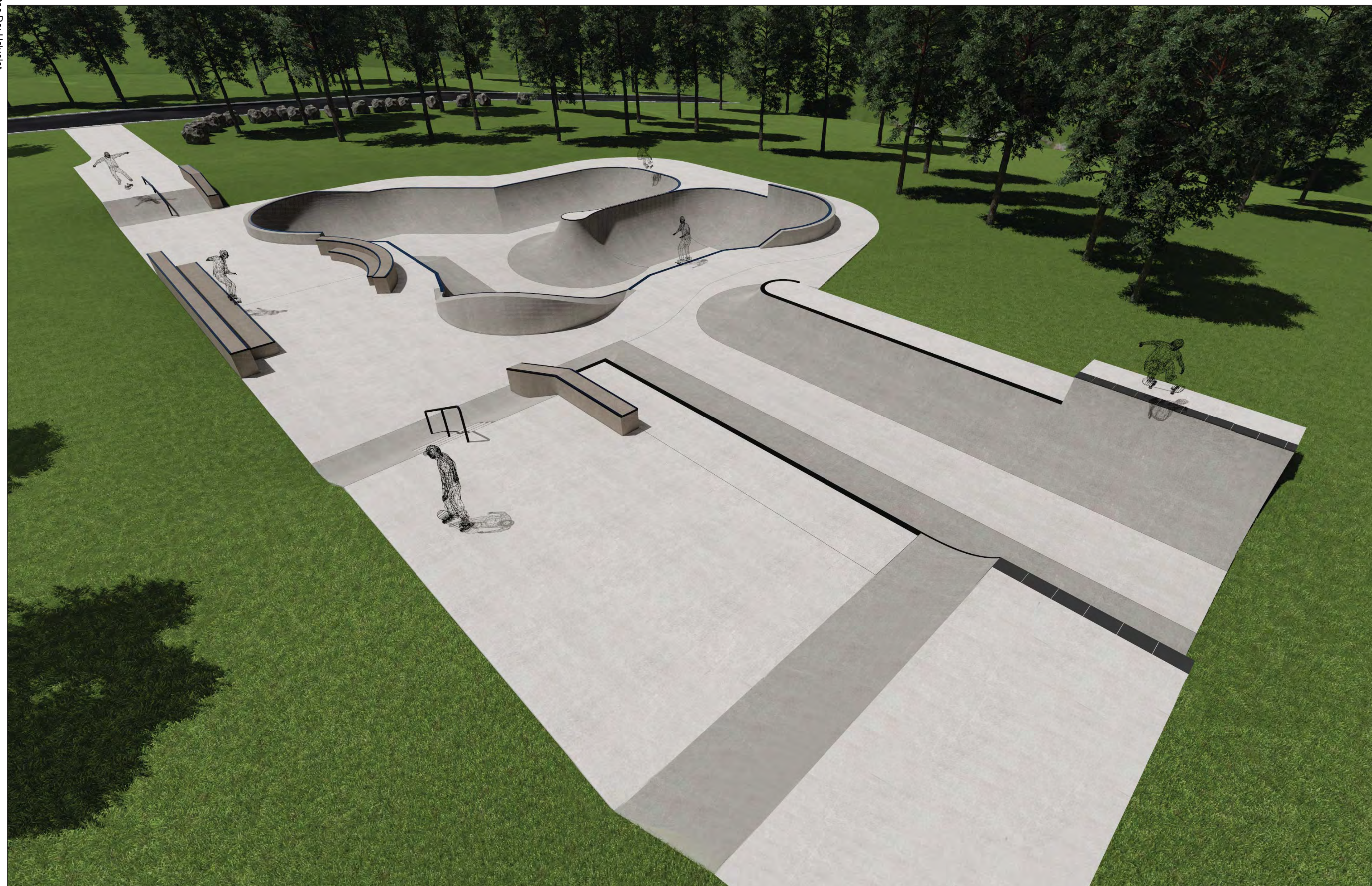
Ucluelet, BC

December, 2016

www.newlineskateparks.com
www.ucluelet.ca

Ucluelet Skatepark Expansion

Expansion Option 2: Miniramp - 3D Model



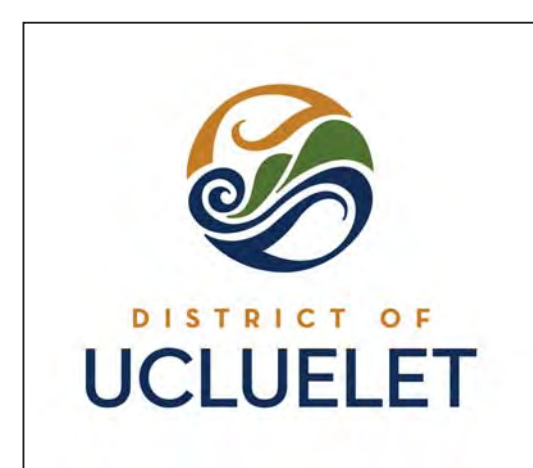
Ucluelet, BC

December, 2016

www.newlineskateparks.com
www.ucluelet.ca

Ucluelet Skatepark Expansion

Expansion Option 3: Flatground Street Area - 3D Model



Ucluelet, BC

December, 2016

www.newlineskateparks.com
www.ucluelet.ca

District of Ucluelet Meeting with Ucluelet Skate Park Committee
Thursday, October 5, 2023
Ucluelet Community Centre - Activity Room 1

Present: [REDACTED]

Staff: Abby Fortune, Director of Parks & Recreation
Wanda McAvoy, Parks Foreperson
Judy Bloedorn, Recreation Administrative Coordinator

1. How much money is currently saved for the expansion?
Issued Skatepark Activity Fundraising report as of Oct 3/23 balance - \$1997.50
2. What dates will the water fountain be installed? Just a friendly reminder.
Installed and being used
3. When are the bleachers on the bank going to be installed? (Wanda)
Unfortunately consulted with Public Works and installation would destabilize the slope and would undermine the area. Will focus on clearing out and freeing drainage.
4. What dates will the run off and drain system be fixed? (Wanda)
Wanda will assist with scheduling in
5. Skate park expansion donation jars are now being displayed at local business's, funds will be dropped off at the district at the start of every month.
We will provide quarterly statements on the Activity Fundraising balance
6. Having two separate donations jars (one being a skate entry fee and the other for the expansion) at the seaplane skate nights is not practical or effective. Due to the fact people are not interested in donating twice in one night which is understandable.
Noted, thank you
7. Have any local government/municipal grants been looked at by the district? If so, which ones?
Coop Community Grant, keep an eye out for grant coming up for 2024
8. Consider an open house in the future to see what best suits the local community. A lot of people are pretty keen on the small min ramp idea at the least.
 - a) Early Winter/Spring suggested by Abby, February/March 2024, should have an open house as next steps before any supplier/proposal meetings.
 - b) Recommend simplifying the options proposed for the Open house
 - c) Committee will orient their focus on the features that will be proposed
9. We need an updated survey (square footage) done at the park. This is required for the proposals.
Abby will look into further and will research any current survey's
10. To save money before the expansion, we could look at options to upgrade the "flat bottom street concrete" as it is a local infrastructure that requires maintenance. Options are sanding, filling in damaged areas or even possible replacement. Open to suggestions.

- a) Plastic jersey barrier or little fun features could be future expansion options that do not require large capital, or in small phases. Skate community is growing consistently
 - b) Look into the diamond grinding like Tofino has done? Can we look into RFP for sections of diamond grinding?
11. Are we open to using local artists to paint the bowl? Or is this more trouble than it is worth? I believe the artists should be local volunteers but their paint and materials should be covered. If so, more research must be done to ensure the paint is suitable for bowl use to avoid injuries, etc. If approved I can reach out to local artists. Sarah King's name has been suggested and she is quite a talented artist. We should also agree on a theme.
- a) Discussion that the fresh paint looks great, we do not have a budget currently, possibly in the future we can budget more paint maintenance.
 - b) We can look at some artists in the future
12. Since the bowl has been recently painted there are concerns by some that it is a bit slippery. This will improve over time with a mixture of weather. However, are we comfortable giving the bowl time (fall or spring) which will eventually improve traction or should we consider adding additional additives to help improve traction soon?
The park will be left to 'Winter' this season ahead and gain texture.
13. It has been brought to my attention that the bike jump park has been receiving a lot of funds for approx 4 to 6 years and support from the district. I don't believe the bike park gets as much use as the skatepark. Bikers and skateboarders both use the skatepark daily, it can get quite busy at times which is just another reason why we should have an expansion. The bikers just used the bowl for one of their yearly events. Skateboarders never and can't use the bike jump park for obvious reasons. Taking this into consideration I believe the skatepark should be receiving the same attention if not more than the bike jump park. This is just a friendly observation and suggestion.
- a) Minor funding for Bike Park is part of a maintenance budget. Abby can share the Parks budget and forecasting, not in a position to make any promises
14. For those on the committee please feel free to contact me with any additional questions, concerns or helpful input which can be discussed at the next meeting.
15. Is there an option for Go Fund Me under a Ukee Skate Coalition?
We will inquire within DOU if this can be an option

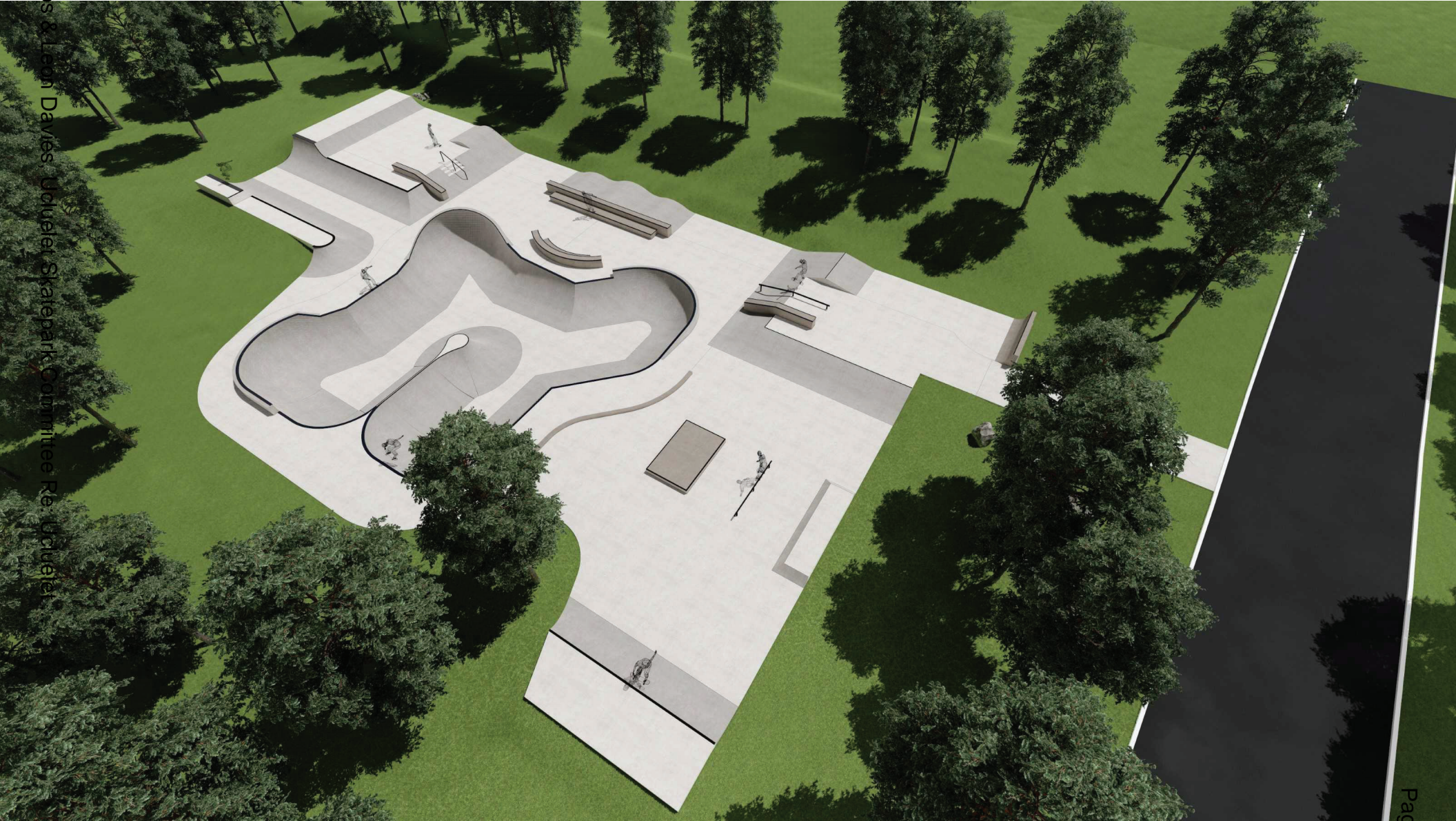
Discussion Points moving forward:

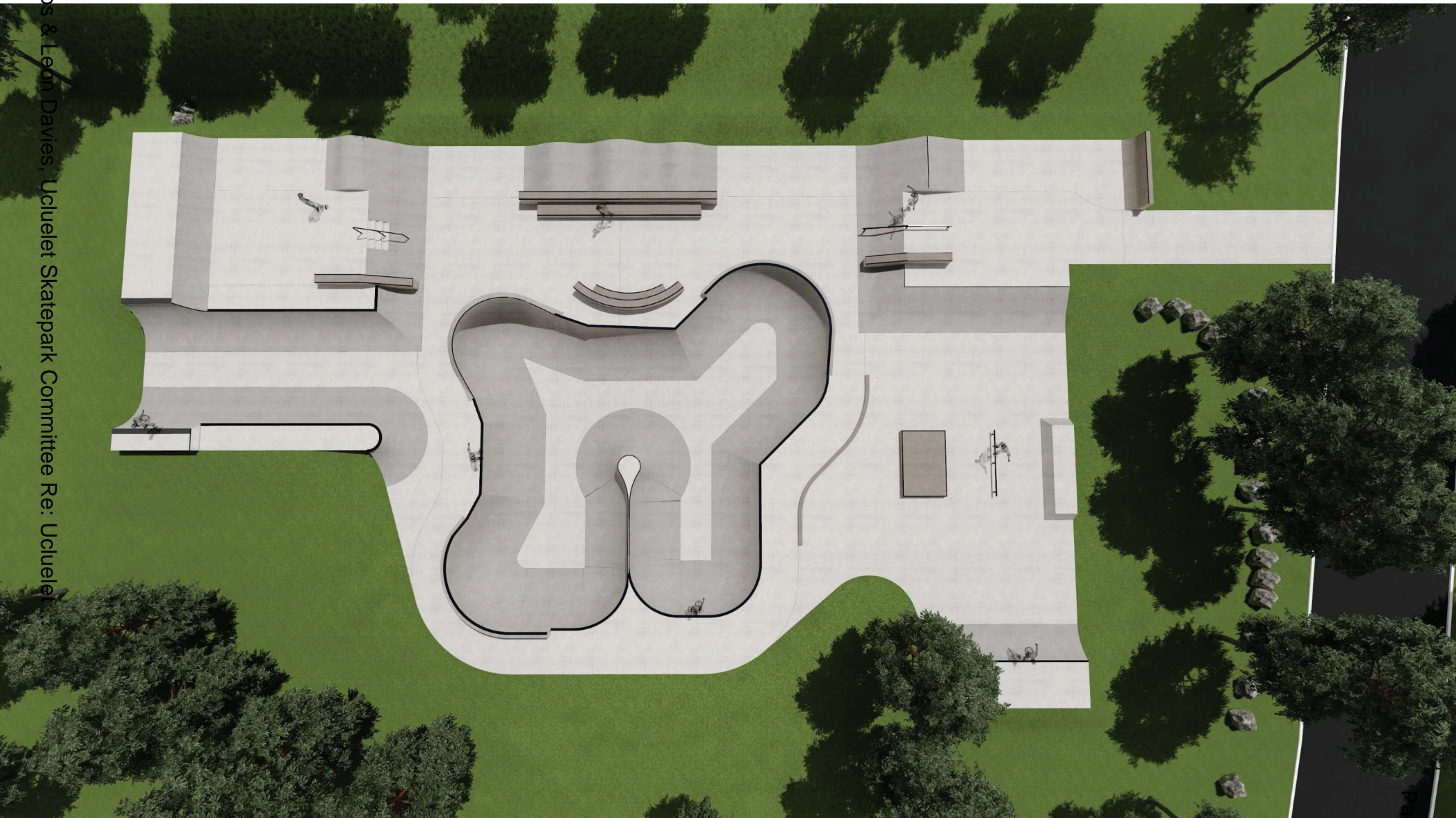
- Council presentations can be done in Spring to keep on their radar, as they do support the future of this facility
- Recreation Department can send out the original expansion proposals to assist with planning options

- Committee can look at other fundraising options that include some larger community business
- Two proposals were submitted to assist with planning options for expansion, one from Radius Skateparks, and other from Transition Construction
- Options to build smaller features with wood and Skatelite could be visited
- Next steps – Abby can budget some consulting fees to assist with Grants, survey for the space
- Committee would like to work towards open house, getting another proposal from New Line
- Wanda is still exploring a small bleacher with Public Works, and will try and work on options, and will put an additional picnic table, would be open to another skate park walkthrough











REPORT TO COMMITTEE OF THE WHOLE

Council Meeting May 28, 2024

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JAMES MACINTOSH, DIRECTOR OF ENGINEERING SERVICES

FILE NO: 5600-01

SUBJECT: WATER SUSTAINABILITY AND CONSERVATION

REPORT NO: 24-47

ATTACHMENT(S): APPENDIX A – OBSERVATION WELL
 APPENDIX B – DOU WELLS
 APPENDIX C – WATER RESTRICTIONS PROPOSED

SUMMARY OF DESIRED OUTCOME

Staff are seeking direction from Council on the implementation of four water conservation initiatives to encourage sustainable use of water within the community.

BACKGROUND

With the ongoing effects of climate change and a growing community, it is crucial for Ucluelet to adopt a proactive approach to safeguarding our potable water sources. Over the past decade, Ucluelet has experienced shifts in local weather patterns, leading to lower rainfall and higher temperatures during the summer months. Coupled with these changes, Ucluelet's population is increasing due to both tourism and permanent residents.

To analyze and address water consumption and potential savings, the District previously completed a Water Audit in 2004 and a Water Conservation Study in 2014, both conducted by Koers Engineering. The 2014 study highlighted Ucluelet's high per capita water use, placing it among the top three highest users on Central Vancouver Island. This high usage was attributed to several factors: significant commercial use from fish plants, increasing demand from the Ucluelet First Nation, substantial water waste from leaks in the municipal distribution system, and the habits of residential users. Additionally, Ucluelet's water demand in the summer months doubles compared to winter months. At the time of the study, there were 70 water meters installed on commercial properties and none on residential properties.

The study concluded with several recommendations:

- Reduce known water waste in the municipal system by stopping water spillage at Matterson Reservoir (complete);
- Undertake a leak detection and repair program to address leaks in the community's 8 km of asbestos pipes;
- Implement a universal water meter program, requiring every user to have a water meter;
- Consider a 'time of use and seasonal pricing' water rate model;
- Use the water conservation study to develop a formal water conservation plan.

Since that time, significant progress has been made. The installation of water meters has been mandated and promoted, the biggest leak in the municipal system has been rectified, and communications, including targeted restrictions, have been promoted, all helping to reduce annual consumption. Regardless of this progress these historical insights remain relevant as we revisit our water conservation strategy.

DISCUSSION

Water Sustainability and Conservation

Regardless of the health of our local aquifer or annual rainfall levels, it is the responsibility of residents, visitors, and businesses to use our water resources sustainably. Staff recommend that Council consider implementing a comprehensive water conservation and sustainability plan to promote responsible water use, similar to other communities. This plan would primarily involve a communications strategy with ongoing messaging on practical ways to reduce water consumption. The below measures have been used and promoted in most communities and align with best practices for residential users.

- Encourage low flow appliances and fixtures
- Use timers for lawn watering;
- Use filled sinks for rinsing dishes instead of running taps;
- Wash cars using a bucket rather than a running hose;
- Flush toilets only when necessary;
- Encourage shorter showers;
- Recycle grey water for gardening;
- Capture rainwater for garden use;
- Reuse water to rinse wetsuits;
- Promote natural vegetation in landscaping;
- Work with Tourism Ucluelet on encouraging water conservation within the tourism sector.

Although these suggestions are not new, they have not been widely promoted in Ucluelet due to historically high rainfall levels. With warmer and drier summers becoming more common, educating residents on simple water-saving techniques can positively impact our aquifer health. For businesses, adopting a low-water-use model will not only help reduce water consumption but also lower their annual water bills.

Water Rates

Educating residents about water conservation is important, but it may not achieve the necessary long-term sustainability outcomes. Therefore, staff suggest that Council consider updating our water rates to a dynamic system. Dynamic water rates increase fees during peak usage times to encourage conservation while easing fees during off-peak periods when aquifer levels are healthier. This system uses tiered rates to incentivize responsible water use.

The base water utility rates should cover 100% of operating costs, including maintenance and capital replacement for the water system. Growth demands are typically covered through development cost charges. Staff recommend several actions when updating our water rates:

- Reduce the monthly base allotment level;
- Increase the base rate to fully fund water infrastructure and operational needs;
- Implement tiered rate increases to discourage high water usage during peak months;
- Consider a water rebate program to reward residents who meet conservation goals during peak months (e.g., a 10% discount on the base rate for July and August if usage is less than 8 cubic meters);
- Substantially increase flat rate fees to encourage the transition to water meters.

There are generally five widely accepted methods of charging water users: flat rate, declining block rate, constant block rate, increasing block rate, and seasonal pricing. Seasonal pricing, a form of increasing block rate, is implemented during high-use months to encourage conservation and discourage overuse in an equitable, tiered approach that accounts for the typical needs of commercial, industrial, and residential users. The District currently uses a flat rate and a constant block rate when monthly usage exceeds 23 cubic meters.

Implementation of a conservation-based water rates system, in addition to promoting sustainable water usage, could have the added benefit of deferring the need for a third water tower. At present we are very close to requiring the addition of a third water storage tower to ensure we meet both residential and fire flow water demands. Additional analysis is required to verify to what level leak detection and water conservation will have on overall water usage levels outside of community growth.

Commercial and Industrial Water Rates

Commercial and industrial users are typically the largest consumers of water. Water restrictions often target residential use and overlook industrial and commercial users, who have significant potential for water savings. Staff propose two systems to encourage water conservation among businesses:

1. **Floating rate based on business type with seasonal increases:** Rates would be determined for each industry or sector, with increases for higher consumption levels and seasonal peaks;
2. **Mirroring the tiered residential water rate system:** This would apply the same tiered structure used for residential rates to commercial and industrial users.

Water Restrictions Policy

In 2023, staff presented an updated water restrictions policy based on current understanding of aquifer levels at Lost Shoe Creek Aquifer. Staff recommend updating this policy to adopt a more conservative approach to issuing water restriction notices.

Two Water Restriction Methods

Currently, Ucluelet monitors aquifer levels and implements water restrictions based on preset thresholds. If the aquifer level drops below a specific point, corresponding water restrictions are triggered. This dynamic model can adjust to rainfall variations, and the levels can be more or less conservative depending on aquifer performance.

In 2023, level 1 restrictions were initiated in early September and lasted for 2 months. After reviewing the available well data, staff are recommending adjusting the levels to be more conservative to ensure aquifer health and performance. The current and proposed levels are identified below.

RESTRICTION STAGE	CURRENT	PROPOSED
Level 1	7m	8m
Level 2	6m	7m
Level 3	5m	6m
Level 4	4.5m	5m

As our data gathering and analysis develop it is likely that revisions to the restriction's will fluctuate. The intent is to ensure we are proactive in initiating water restrictions while not initiating restrictions without need.

Alternatively, a pre-set seasonal or monthly restriction method could be implemented. For example, automatic staged restrictions could be triggered in May, regardless of aquifer levels or environmental factors. This method assumes that restrictions will be necessary based on historical data.

Water Conservation Plan

In 2014, the District commissioned a water conservation study by Koers Engineering to analyze water demand over a 15-year period, identify opportunities to reduce consumption, and provide recommendations for improvement. While several recommendations from the study have been implemented, resulting in significant water reductions in key areas, the study now needs to be updated and formalized into a plan to address current challenges and opportunities. An updated comprehensive action plan is particularly timely, as it aligns with upcoming engineering work for the water treatment plant upgrades at Lost Shoe Creek Aquifer, which will also evaluate the aquifer's health and sustainability. The cost of updating the study is estimated at \$20,000 and can be funded through existing grants, with completion expected within 2024.

CONCLUSION

The District of Ucluelet should adopt proactive measures to manage our water resources effectively in light of changing climate conditions and a growing population. By implementing a comprehensive water conservation plan, updating water rates, and considering new policies for water restrictions, we can ensure the sustainable use of our water resources. Staff look forward to Council's guidance on these critical issues.

SUMMARY OF DESIRED OUTCOME

Staff are seeking direction from Council on the implementation of four water conservation initiatives to promote sustainable water use within the community.

QUESTIONS FOR THE COMMITTEE OF THE WHOLE

1. Is the Committee of the Whole in support of implementing a water awareness and conservation communication campaign now?
2. Does the Committee of the Whole prefer the current system of water restrictions based on aquifer levels, or would it favor restrictions based on the time of year?
3. Would the Committee of the Whole support using water utility rates as a mechanism to achieve water conservation goals?
4. Is the Committee of the Whole supportive of engaging a firm to complete a formal water conservation plan?

Respectfully submitted: James MacIntosh, Director of Engineering Services
Duane Lawrence, Chief Administrative Officer

APPENDIX A – OBSERVATION WELL

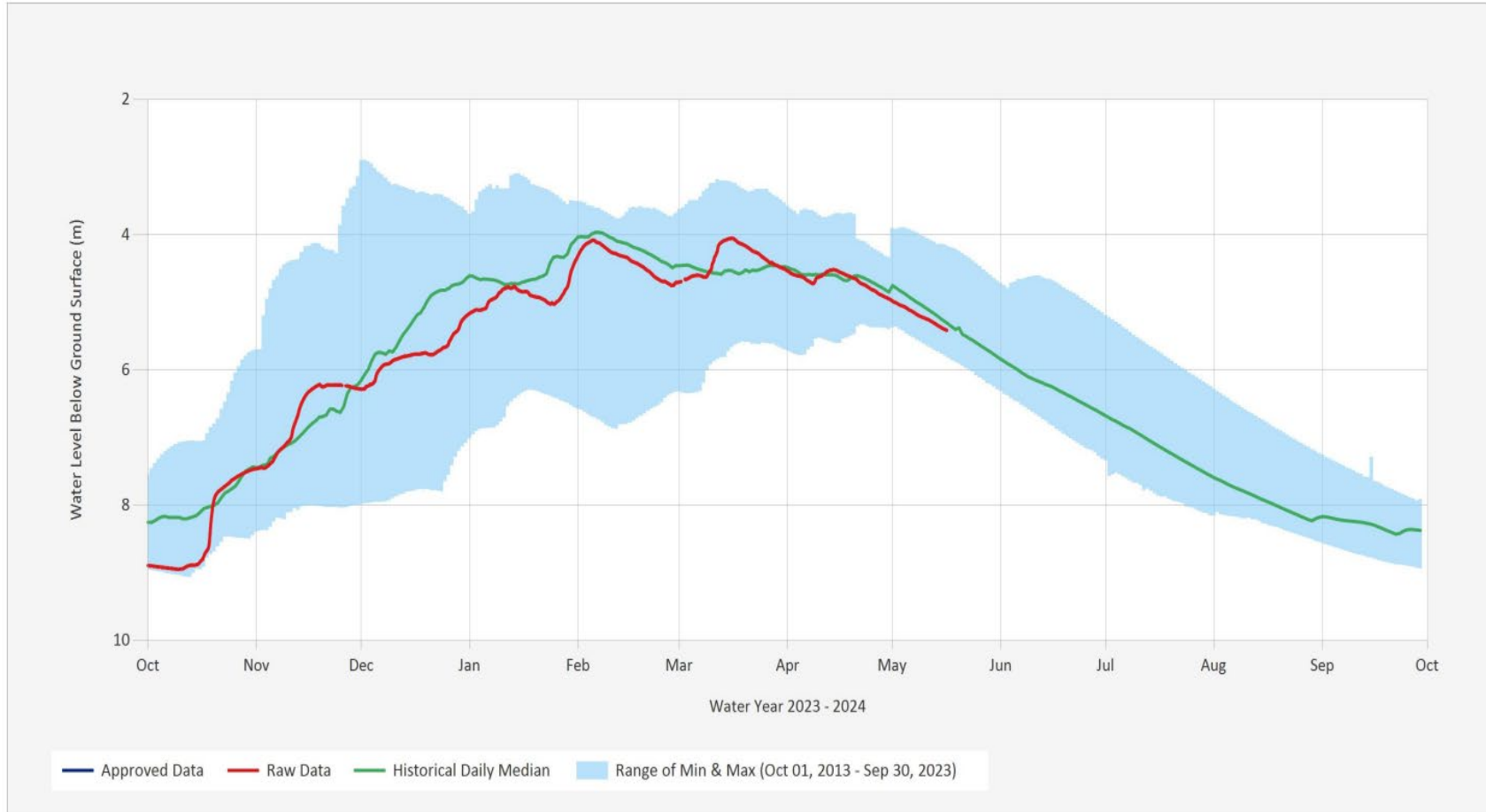
Groundwater Level Statistics Chart

Groundwater.OW329.Groundwater Level Statistics Chart

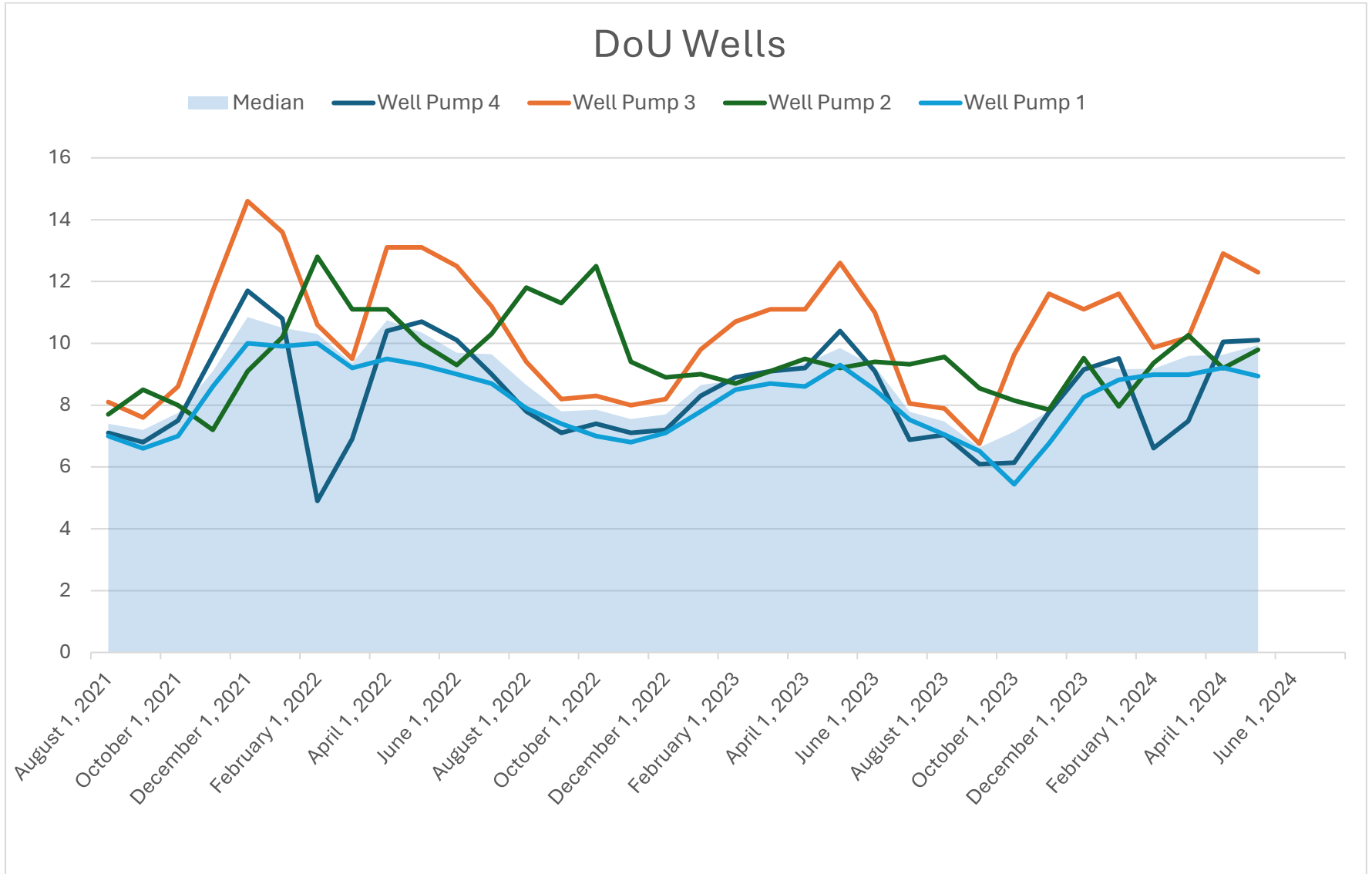
May 17, 2024 | 1 of 1

Source Data: SGWL.Working@OW329

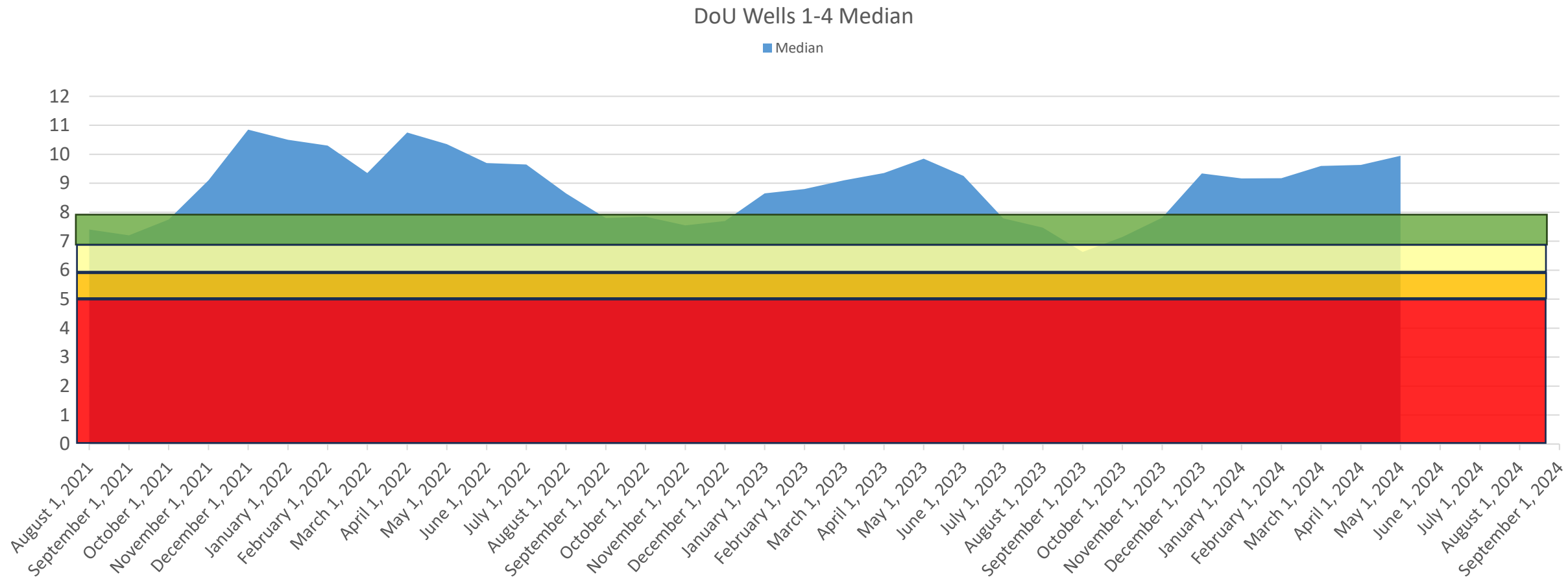
Location: OBS WELL 329 - UCLUELET (HWYS YARD), Latitude: 48.994962, Longitude: -125.59433, Elevation: : 0 m



APPENDIX B – DoU Wells



4-Stage Limitations of Water Usage (Proposed)



1	2	3	4
8m	7m	6m	5m
<ul style="list-style-type: none"> Watering of lawns, gardens, trees and landscaped areas is restricted ... Odd numbered civic addresses may water on Monday and Thursday ... Even numbered civic addresses may water on Tuesday and Friday... 	<ul style="list-style-type: none"> Watering of lawns, gardens, trees and landscaped areas is prohibited... Odd numbered civic addresses may water on Monday and Thursday Even numbered civic addresses may water on Tuesday and Friday All other outdoor use of water is prohibited... 	<ul style="list-style-type: none"> All outdoor use of water is prohibited. 	<ul style="list-style-type: none"> All outdoor use of water is prohibited. Indoor use of water is restricted to drinking purposes and use for sanitation purposes.



REPORT TO COUNCIL

Council Meeting: May 28, 2024

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JAMES MACINTOSH, DIRECTOR OF ENGINEERING SERVICES

FILE NO: 5330-20

SUBJECT: ENGINEERING CONTRACT AUTHORIZATION – LOST SHOE CREEK AQUIFER FILTRATION PLANT

ATTACHMENT(S): N/A

REPORT NO: 24-48

RECOMMENDATION(S):

THAT Council authorize the Corporate Officer and the Mayor to enter into and execute a contract between McElhanney Engineering and the District of Ucluelet for the design of the Lost Shoe Creek Aquifer Filtration Plant for a total cost of \$1,240,000 plus GST.

BACKGROUND:

Problem Analysis and Solution Development

The District's potable water, which is high in iron, manganese, and turbidity, exceeds the minimum criteria defined by the [Canadian Drinking Water Quality Guideline](#). To address these issues, the District has undertaken extensive professional evaluations over the years, including Ucluelet's [Water Master Plan](#), [Water Treatment Feasibility Study](#), and [Water Demand Evaluation](#). These studies have been instrumental in shaping the strategic planning for upgrading the existing water treatment infrastructure.

Project Trajectory

In 2020, the District initiated a capital project to enhance the town's water treatment and storage facilities. The planned upgrades included improvements to the Lost Shoe Creek Aquifer Filtration Plant, the Bay Street Filtration Plant, and the construction of a new reservoir. By July 2021, the District had secured a \$7,039,680 grant from the Investing in Canada Infrastructure Program (IBA-ICIP) to support these upgrades. Additionally, the District planned to borrow \$2,560,330 to complete the estimated \$9,600,000 project.

In 2022, the District engaged a cost consultant to update the project's estimated costs before starting the design procurement process. The revised estimate came to \$20,000,000, double the original estimate from 2020, due to volatile market conditions and supply chain issues exacerbated by the global COVID-19 pandemic. To address these challenges, the District completed an alternative approval process for Loan Authorization Bylaw 1304, 2022, allowing for long-term borrowing of up to \$13,000,000, which was approved by the electoral body. The District then reconsidered its borrowing strategy, deeming a \$13M loan as unsustainable within its long-term

financial plans. The increased project costs, requiring \$13M in borrowing, was estimated to consume approximately 54% of the District's total borrowing capacity, posing a significant financial risk.

To optimize the project and reduce costs, the District engaged Associated Engineering to perform a value engineering exercise, considering newly available data on Ucluelet's water demands. This exercise determined that upgrading only the Lost Shoe Creek Aquifer Filtration Plant, at an estimated cost of \$12,082,500, would meet the community's long-term (30-year) water treatment needs. It was also found that upgrading the Bay Street Filtration Plant and adding a new reservoir, estimated at \$5,893,700 and \$2,769,200 respectively, were not immediately necessary and could be deferred or funded through community development contributions. This streamlined approach was approved by the funders, allowing the project to proceed with a single treatment plant at Lost Shoe Creek Aquifer while maintaining the original cost-share agreement of the grant.

Procurement of an Engineering Design Firm

In April, the District launched a request for proposal to hire an engineering firm to design the new Lost Shoe Creek Aquifer Filtration Plant. After evaluating four proposals based on criteria including corporate identification and stability, project team credentials, proponent credentials, record of related performance, project understanding, and price, McElhanney Engineering emerged as the top candidate. Their proposal demonstrated excellent experience, a thorough understanding of the District's constraints and challenges, and the lowest price among the submissions. Consequently, McElhanney Engineering is recommended as the designer for the water treatment plant upgrades due to their value-added proposal.

Financial Overview

The total estimated cost for the design and construction of the upgraded water treatment facility stands at \$13,322,500, broken down as follows:

Costs

- **Engineering Contract:** \$1,240,000
- **Estimated Construction of Lost Shoe Creek Aquifer Filtration Plant:** \$12,082,500

Sources

- **ICIP Grant:** \$7,039,680
- **Estimated District Funding Required:** \$6,282,820

As the preliminary design progresses, the engineering team will refine the project's construction cost estimates. We anticipate returning to Council in the fall with an updated construction cost estimate, as well as a detailed financing strategy to fund the District's portion of the project.

ANALYSIS OF OPTIONS:

Option A presents a proactive approach to securing water quality and leveraging grant funding but requires a significant financial commitment and depends heavily on current cost estimates being accurate. *Option B*, while financially cautious in the short term, could result in higher costs and unresolved health risks, suggesting that delaying the decision carries potential financial and public health risks that could outweigh the benefits of immediate fiscal savings.

A	Authorize the Contract	<u>Pros</u>	<ul style="list-style-type: none"> • Ensures Regulatory Compliance: Authorizing the contract brings the water quality up to the health and safety standards mandated by Canadian guidelines, thereby mitigating health risks. • Maximizes Grant Utilization: Proceeds with the project within the scope approved for the ICIP grant, ensuring optimal use of available funding, and minimizing financial waste.
		<u>Cons</u>	<ul style="list-style-type: none"> • Financial Commitment: The project requires a significant outlay from District funds, which could impact other municipal financial obligations or services. • Dependence on Accurate Estimations: Relies on initial cost estimations which, if underestimated, could lead to financial overruns or the need for additional funding.
		<u>Implications</u>	<ul style="list-style-type: none"> • Cost and Schedule Risk: Approving the contract locks in the project costs and timeline which might be susceptible to market fluctuations or unforeseen delays. However, early contract authorization may mitigate some risks related to escalating costs in the future.
B	Do Not Proceed	<u>Pros</u>	<ul style="list-style-type: none"> • Financial Prudence: Avoids immediate financial expenditure and potential long-term debt, providing fiscal flexibility in short-term budget allocations. • Opportunity for Reassessment: Allows for additional time to reassess project scope or explore alternative solutions or funding mechanisms.
		<u>Cons</u>	<ul style="list-style-type: none"> • Continued Health Risks: Fails to address the critical health concerns associated with the current substandard water quality. • Potential for Increased Costs: Delays may lead to escalated costs in the future due to inflation, increased material costs, and further degradation of existing infrastructure.
		<u>Implications</u>	<ul style="list-style-type: none"> • Risk of Escalating Costs: By not proceeding at this time, the District risks facing higher costs in the future as material and labor prices may increase. Additionally, further deterioration of the existing infrastructure could necessitate more extensive future repairs, increasing the overall financial burden.
		<u>Suggested Motion</u>	No motion required

NEXT STEPS:**Should Council direct to proceed:**

- Execute the contract with McElhanney Engineering immediately.

- Begin the design phase, expected to last about a year, followed by the commencement of construction in early 2025.

Respectfully submitted: James Macintosh, Director of Engineering Services
Duane Lawrence, Chief Administrative Officer



May 15, 2024

Dear Mayors and Regional District Chairs:

The 2024 Union of British Columbia Municipalities (UBCM) Convention will be held in Vancouver from September 16-20, 2024. As we prepare for the upcoming convention, my caucus colleagues and I are looking forward to meeting and working with you to continue building strong, sustainable and vibrant communities throughout our province.

We all have a role to play in finding ways to ensure our communities thrive, and UBCM provides a wonderful opportunity to listen to one another, share ideas and find new approaches. With local, provincial, federal and First Nations governments working together, we can continue to build a better BC for all.

If you would like to request a meeting with me or one of my Cabinet colleagues, please register online at <https://ubcmreg.gov.bc.ca/> (live, as of today). Please note that this year's invitation code is [REDACTED] and it is case sensitive. The deadline to submit your meeting requests is June 21, 2024. If you have any questions, please contact UBCM.Meetings@gov.bc.ca or phone 250-213-3856.

As well, further to invitations that were sent out by the Ministry of Municipal Affairs in April, I would like to remind you of two upcoming information sessions being held via Microsoft Teams on May 16 and 28, 2024. The content for each session will be identical, with ministry staff providing a technical overview of the meeting request process.

I look forward to once again being part of your convention, meeting with many of you and exploring ways that we can partner together to address the cost of living, public safety and other common issues.

Sincerely,

[REDACTED SIGNATURE]

David Eby, KC
Premier

**Office of the
Premier**

Web Site:
www.gov.bc.ca

Mailing Address:
PO Box 9041 Stn Prov Govt
Victoria BC V8W 9E1

Location:
Parliament Buildings
Victoria



May 15, 2024

Ref: 274670

Dear Mayors and Regional District Chairs:

It is my pleasure to write to you as the Minister of Municipal Affairs regarding the process for requesting a meeting with me, or with provincial staff, during the upcoming 2024 UBCM Convention in Vancouver from September 16–20, 2024.

You will receive a separate letter from the Premier, Honourable David Eby, containing information about the online process for requesting a meeting with the Premier or other Cabinet Ministers.

If you would like to meet with me, please complete the online request form at: [MUNI Minister's Meeting](#) and submit it to the Ministry of Municipal Affairs by **June 21, 2024**. This year's invitation code is [REDACTED] and is case sensitive. Meeting dates and times will be confirmed in late August. 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 continues to be helpful for you to provide as much detail as possible, in the online form, on the topics you wish to discuss. Providing information in advance gives me a better understanding of your delegation's interests and helps me prepare so our discussion can be more productive.

Ministry staff will email you shortly with the Provincial Appointment Book. This document lists all the ministry, agency, commission, and corporation staff available to meet with delegates at Convention and which topics, projects, or programs fall under their purview. Importantly, it will also provide details on how to submit an online staff meeting request. Ministry staff are also hosting identical information sessions on May 16 and May 28, 2024, via Microsoft Teams, providing a technical overview of the meeting request processes; invitations were sent in April.

This will be my second UBCM Convention as the minister responsible for local governments. I appreciated the opportunities to connect in person last year, and our conversations are always illuminating. I have also enjoyed meeting with many communities and regions since Convention, to hear more about your challenges and accomplishments. I look forward to continuing our collaborative work this summer and at Convention in September.

Sincerely,

[REDACTED]

Anne Kang
Minister of Municipal Affairs

pc: Honourable David Eby, Premier
Trish Mandewo, President, Union of BC Municipalities

Ministry of Municipal Affairs

Office of the Minister

Mailing Address:
PO Box 9056 Stn Prov Govt
Victoria BC V8W 9E2
Phone: 250 387-2283
Fax: 250 387-4312

Location:
Parliament Buildings
Victoria BC V8V 1X4
<http://www.gov.bc.ca/muni>

2024 PROVINCIAL APPOINTMENT BOOK

Meeting Requests with:

The Premier, Cabinet Ministers, and
Provincial Government Staff from Ministries,
Agencies, Commissions, and Corporations (MACC)
at the 2024 UBCM CONVENTION
September 16 – 20, 2024

Vancouver, British Columbia



Ministry of
Municipal Affairs



TABLE OF CONTENTS

INTRODUCTION.....	3
MEETING REQUEST INFORMATION AND LINKS.....	4
PROVINCIAL GOVERNMENT MINISTRIES AVAILABLE DURING THE 2024 UBCM CONVENTION.....	5
MINISTRY OF AGRICULTURE AND FOOD.....	5
ATTORNEY GENERAL.....	7
MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT.....	9
MINISTRY OF CITIZENS’ SERVICES.....	10
MINISTRY OF EDUCATION AND CHILD CARE.....	14
MINISTRY OF EMERGENCY MANAGEMENT AND CLIMATE READINESS.....	15
MINISTRY OF ENERGY, MINES AND LOW CARBON INNOVATION.....	17
MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY.....	21
MINISTRY OF FINANCE.....	24
MINISTRY OF FORESTS.....	26
MINISTRY OF HEALTH.....	28
MINISTRY OF HOUSING.....	30
MINISTRY OF INDIGENOUS RELATIONS AND RECONCILIATION.....	33
MINISTRY OF JOBS, ECONOMIC DEVELOPMENT AND INNOVATION.....	34
MINISTRY OF LABOUR.....	38
MINISTRY OF MENTAL HEALTH AND ADDICTIONS.....	39
MINISTRY OF MUNICIPAL AFFAIRS.....	40
MINISTRY OF POST-SECONDARY EDUCATION AND FUTURE SKILLS.....	43
MINISTRY OF PUBLIC SAFETY AND SOLICITOR GENERAL.....	45
MINISTRY OF SOCIAL DEVELOPMENT AND POVERTY REDUCTION.....	49
MINISTRY OF TOURISM, ARTS, CULTURE AND SPORT.....	51
MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE.....	53
MINISTRY OF WATER, LAND AND RESOURCE STEWARDSHIP.....	55
PROVINCIAL AGENCIES, COMMISSIONS, AND CORPORATIONS AVAILABLE DURING THE UBCM 2024 CONVENTION.....	59

INTRODUCTION

The Provincial Appointment Book provides UBCM Local Government and First Nations members instructions on how to request a meeting with the Premier, Cabinet Ministers, and provincial Ministries, Agencies, Commissions, and Corporations (MACC) staff, to be scheduled during the week of 2024 UBCM Convention.

Within this document are three individual links to meeting request forms for meetings with:

1. Premier and Cabinet Ministers;
2. Host Minister, Honourable Anne Kang, Municipal Affairs; and
3. Provincial Ministries, Agencies, Commissions, and Corporations (MACC) staff.

Information on each MACC's programs, projects, and scope of work is also included.

Meeting Details

Meetings with the **Premier and Cabinet Ministers**, including the **Minister of Municipal Affairs**, will be 15 minutes in length and will take place in person during the following dates:

**Monday, September 16 to
Friday, September 20**

Vancouver Convention Centre,
East Building

Meetings with **MACC staff**, will be 30 minutes in length (20 minutes for the Ministry of Transportation and Infrastructure only), and will take place in person during the following dates:

New for 2024: Monday, September 16

Fairmont Waterfront Hotel,
Concourse Level — Malaspina Room

**Tuesday, September 17 to
Thursday, September 19**

Fairmont Waterfront Hotel,
Concourse Level — MacKenzie Ballroom

On-Site Provincial Appointment Desk

Provincial Appointment Desk staff will be available on-site to receive meeting requests for MACC staff at the following locations:

Monday, September 16

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

**Tuesday, September 17 to
Thursday, September 19**

Fairmont Waterfront Hotel,
Concourse Level — MacKenzie Ballroom
8:30 am — 4:00 pm

Please note that MACC staff availability may be limited on-site.

MEETING REQUEST INFORMATION AND LINKS

Honourable David Eby, Premier and Cabinet Ministers

(Except Minister of Municipal Affairs)

Click: [Premier and Cabinet Ministers Meeting Requests](#)

Invitation Code: MeetingRequest2024
(case sensitive)

Deadline: June 21, 2024

Contact:

Marlène Behrens
Premier's UBCM Meeting Request Coordinator
250 213-3856
UBCM.Meetings@gov.bc.ca

Honourable Anne Kang, Minister of Municipal Affairs

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

Invitation Code: MUNIMin2024
(case sensitive)

Deadline: June 21, 2024

Contact:

Katie Carrothers
MUNI-UBCM Minister's Meeting Coordinator
236 478-0537
MUNI.UBCM.MeetingRequests@gov.bc.ca

Provincial Government MACC Staff

(Ministries, Agencies, Commissions, and Corporations)

Click: [MACC Staff Meeting Requests](#)

Invitation Code: MACCStaff2024
(case sensitive)

Deadline: August 21, 2024

Contact:

Sarah Staszkiel
MACC Staff Meeting Coordinator
778 405-1784
MUNI.UBCM.MeetingRequests@gov.bc.ca

Casey Cathcart
Assistant MACC Staff Meeting Coordinator
778 405-3140
MUNI.UBCM.MeetingRequests@gov.bc.ca

Once MACC staff meetings have been scheduled, confirmations will be sent to UBCM Local Government and First Nations members **via email by September 11.**

PROVINCIAL GOVERNMENT MINISTRIES AVAILABLE DURING THE 2024 UBCM CONVENTION

MINISTRY OF AGRICULTURE AND FOOD

DIVISION/BRANCH	TOPIC
<i>Business Risk Management Branch</i>	<ul style="list-style-type: none"> Helps producers manage risks such as weather hazards, natural disasters, wildlife, diseases, pests, and market declines, that cause income losses and lead to financial instability. The branch delivers three programs to help farmers manage financial risk: Production Insurance offers insurance protection for agricultural crops against weather perils; Agri-Stability protects farm enterprises from the financial impacts of significant margin declines which can be caused by increasing input costs or reduced agricultural revenues; and Wildlife Damage Compensation - compensates farmers for losses due to wildlife.
<i>Corporate, Policy and Priorities Branch</i>	<ul style="list-style-type: none"> Provides corporate leadership, coordination, and analysis of policy, legislative and data issues related to the ministry's mandate. The branch guides the development of ministry policy and legislation, including managing stakeholder relationships, participating in provincial policy and legislation development, and overseeing policy and legislative projects. The branch serves as the central resource for internal and external clients on relevant, comprehensive, high-quality, and timely economic and social data on the province's farming, commercial fishing, aquaculture and food and beverage processing industries.
<i>Extension and Support Services Branch</i>	<ul style="list-style-type: none"> Identifies and promotes agriculture and food production/processing systems that are sustainable and enhance the economic benefits to the province. The branch maintains operations in all agriculture regions of the province to deliver ministry programs and services through a network of regional agrologists, land use planners, technical and industry specialists. The branch works through a variety of strategic partnerships and is the primary point of contact for the ministry's agriculture clients, both businesses and associations. The branch also provides professional agricultural support to local government planning and emergency response processes, and to both the Agricultural Land Commission and the Farm Industry Review Board.

MINISTRY OF AGRICULTURE AND FOOD CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Food and Beverage Branch</i>	<ul style="list-style-type: none"> Leads market and business development activities for farmers, food and beverage processors and Indigenous communities as well as key initiatives such as Grow BC, Feed BC, Buy BC, and the BC Food Hub Network. The branch works in partnership across regional stakeholders, industry, public sector organizations and levels of government to enhance the agriculture and food and beverage sector's capacity, inclusivity, and competitiveness, grow provincial food system resilience, promote career opportunities, and support current and next generation entrepreneurs.
<i>Food Safety Inspection Branch</i>	<ul style="list-style-type: none"> Safeguards public health by ensuring that agri-food, meat, and seafood produced in the province is safe and wholesome. The branch works in partnership with other federal and provincial agencies to facilitate food safety through three main program areas which are led by an Executive Director and supported by a team of administrative and policy and program advisory staff. The branch also supports food safety through the Canadian Agricultural Partnership by administering On-Farm Food Safety and Post-Farm Food Safety.
<i>Office of the Chief Veterinarian</i>	<ul style="list-style-type: none"> Provides provincial leadership on regulated animal and zoonotic diseases, One Health and One Welfare in British Columbia. The branch works to build resilient animal health systems for B.C. in collaboration with provincial ministries, the federal government, livestock industry, and veterinary professionals.
<i>Plant and Animal Health Branch</i>	<ul style="list-style-type: none"> Supports the sustainability of animal and plant agriculture while serving to protect the well-being of the people of British Columbia through diagnostic services, surveillance, risk assessment, and the development of strategies to address identified risks. The branch addresses plant health risks and issues that affect plant and agriculture productivity, environmental sustainability and competitiveness of agricultural crops in British Columbia. Through diagnostic services and surveillance, the branch helps protect human health with the timely and accurate diagnosis of zoonotic diseases in the public health and food safety sectors (e.g., SARS-CoV-2, influenza, Salmonella).

MINISTRY OF AGRICULTURE AND FOOD CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Regenerative Agriculture and Climate Initiatives</i>	<ul style="list-style-type: none"> Supports formulation of strategies, identifies opportunities, and drives the development and implementation of regenerative agriculture, innovation, climate initiatives and emergency management. This includes advancing B.C. as a leader in food security and the emerging agri-tech sector, helping companies bring innovation to agriculture and position B.C. as an agri-tech leader. Developing strategies and plans to maintain a new regenerative agricultural network, creating opportunities for farmers and greater food security by bringing together natural systems of production with agri-technologies that enhance production. Developing strategies and plans to achieve CleanBC climate action plan goals, helping farmers, ranchers and food processors prepare for climate impacts and ensure food security. Oversight of the ministry's Emergency Management function, including management of issues relating to avian influenza, wildfire, floods, and other natural or unexpected emergencies.

ATTORNEY GENERAL

DIVISION/BRANCH	TOPIC
<i>Court Services Branch</i>	<ul style="list-style-type: none"> Responsible for case documentation and adjudication support for all matters going before the court, including case initiation and processing, fee collection, file and exhibit management, court clerking, court records and transcripts, interpreter services, and the preparation and dissemination of court orders. In addition, the Court Services Branch is responsible for courtroom and courthouse security, prisoner custody and escort, document service, and jury administration.

ATTORNEY GENERAL CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Indigenous Justice Secretariat</i>	<ul style="list-style-type: none"> Leads the implementation of the First Nations Justice Strategy (“the Strategy”) within government, including influencing social sector areas that provide health and housing supports for individuals in the justice system. At the core of the Strategy is the rebuilding of First Nations justice systems as an expression of self-determination. As such, the Indigenous Justice Secretariat has a vital role in supporting First Nations in that rebuilding work. This includes the Secretariat advancing changes within government to laws, policies, and practices that are directly responsive to what First Nations determine is needed for Strategy implementation and rebuilding of their justice systems. In addition, the Indigenous Justice Secretariat is responsible for cross-ministry implementation of the Strategy and operationalization of the identified priorities within government. This includes implementation of the <i>Declaration Act</i> where it intersects with justice, as well as supporting relationships with the province and Canada to advance jointly identified priorities, funding, and partnership opportunities where the Strategy aligns with provincial and federal mandates.
<i>Justice Services Branch</i>	<ul style="list-style-type: none"> Improves users' access to justice and experience with the administration of justice in B.C. by transforming elements of the justice system. The Justice Services Branch delivers programs and services relating to family justice, Indigenous justice, and access to justice. The branch also develops policy and legislation and supports tribunals, agencies, and independent offices within the ministry, and leads strategic projects to create change and systemic impact on the justice sector.
<i>Multiculturalism and Anti-Racism Branch</i>	<ul style="list-style-type: none"> <i>Anti-Racism Data Act.</i> <i>Anti-Racism Act.</i> Multiculturalism and Anti-Racism Grant program. Multiculturalism and Anti-Racism Awards. Historical Wrongs Initiatives. Racist Incident Support Line. Report on Multiculturalism. Resilience BC anti-racism network and provincial coordination on anti-racism and anti-hate initiatives. Multicultural Advisory Council (MAC). Proclamations Program.

MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT

DIVISION/BRANCH	TOPIC
<p><i>Strategic Services Division</i></p>	<ul style="list-style-type: none"> • The Strategic Services Division provides expertise to enable large-scale, cross-ministry, and complex system transformation as envisioned in the ministry’s Strategic Framework. The division leads: <ul style="list-style-type: none"> ◦ Project management — supports strategic initiatives and continuous improvement through tracking, assessing and making recommendations on project risks, mitigation strategies and resource deployment. ◦ Change management — champions organizational change and effective implementation of significant change initiatives with staff and external partners and service providers. ◦ Transformation integration — oversees alignment and integration of priority transformation projects to support the roll-out of system wide changes in a coordinated way and to ensure operational needs are met. • Strategic planning and communications – directs, coordinates, and manages planning, reporting, internal, external, and web-based communications and engagement.
<p><i>Service Delivery Division</i></p>	<ul style="list-style-type: none"> • Service Delivery Division provides critical services to children, youth, young adults, and families throughout the province, including child protection and family support, children and youth with support needs, child and youth mental health, adoption and guardianship, youth justice, and supports for youth transitioning to adulthood. Services, including 24/7 operations, are delivered through 169 community-based District Offices, Provincial Centralized Services Centre, Maples Adolescent Treatment Centre, Child & Youth Mental Health Intake Clinics, Victory Hill Dorm, Burnaby Youth Custody Centre, Inpatient Assessment Unit, Youth Forensic Services, and Family Connections Centres.

MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Strategic Integration, Policy and Legislation Division</i>	<ul style="list-style-type: none"> Offers a variety of programs and services, including adoption, programs for children with support needs and mental health concerns, community resources for children and youth in or transitioning from government care, child welfare, and support for youth involved in the justice system's practices.
<i>Strategic Integration, Policy and Legislation Division / Early Years and Inclusion Policy, Communications and Engagement</i>	<ul style="list-style-type: none"> The Early Years and Inclusion Policy, Communications and Engagement branch provides development and oversight of strategic and operational policy for early childhood development programs and services for children and youth with support needs (CYSN). The team incorporates a cross-government approach for programs and services for children and families and is currently working to co-develop an improved system of services for CYSN. Policy staff also research and develop innovative approaches for citizen engagement and program delivery.

MINISTRY OF CITIZENS' SERVICES

DIVISION/BRANCH	TOPIC
<i>BC Data Service</i>	<ul style="list-style-type: none"> BC Data Service (BCDS) is a leader, convener and a trusted advisor for collaborative data solutions that enable government to better serve the people of B.C. BCDS enables teams across government to better deliver services by leading data policy development and management and providing data analysis, tools, platforms, training, and support. The BCDS is the trusted go-to-leader for data analysis, statistics about people in B.C. and data management. BCDS delivers several data access, analysis and use programs that support the modernization of government, including BC Stats, DataBC, the Data Innovation Program and the Data Science Partnerships Program. The division also provides additional data services including, Strategic Data Management, Web Mapping, Location Services, API Services, Data Discovery and Publication and Research and Analytics. BCDS is primarily responsible for two major government priorities: implementation of B.C.'s <i>Anti-Racism Data Act</i> and delivery of the BC Data Plan which includes co-development commitments on Indigenous data sovereignty and a framework for using Indigenous languages when interacting with government.

MINISTRY OF CITIZENS' SERVICES CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Connectivity</i>	<ul style="list-style-type: none"> • Internet and cellular connectivity: The division provides guidance on planning for broadband internet (including wired, wireless and satellite) to communities and highway and community cellular coverage to municipal and regional governments and oversees the Connecting British Columbia and the Connecting Communities BC funding programs. • Local and regional government connectivity planning resources and tools: Programming supports local governments, First Nations, and regional districts by assisting with connectivity planning and helping communities to better understand how to achieve greater economic, environmental, public safety and social benefits enabled through high-speed internet. • Local and regional government supports for NG911: The division is supporting Next Generation 911 (NG911) implementation through funding provided to UBCM in 2023 to enable municipalities to build the capacity and resources they require to make decisions and implement updated technical infrastructure required by NG911.
<i>Government Digital Experience</i>	<ul style="list-style-type: none"> • GDx provides the technical infrastructure that enables gov.bc.ca, and manages high priority web content, including the translation of content for COVID-19 and vaccinations. • The division also leads government's efforts to gather feedback from people in the province, and to provide expert advice for how to design programs and services that work for those who use them. • GDx is responsible for government's web training, standards and digital accessibility and supports plain language, easy to navigate and access information.

MINISTRY OF CITIZENS' SERVICES CONTINUED...

DIVISION/BRANCH	TOPIC
<p><i>Office of Chief Information Officer</i></p>	<ul style="list-style-type: none"> • 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. • It provides corporate information management services to government including Freedom of Information; proactive disclosures of information; privacy, records management, and elements of information security. • Through the CyberBC program, the OCIO provides broader B.C. public sector organizations with resources to help improve cybersecurity. Specifically, it covers the foundations of cybersecurity including security frameworks, policy, standards, assessments of threats and weaknesses, and minimization of risks. Additionally, in 2024 procurement for advisory as well as operational security services will be completed and allow broader B.C. public sector organizations to access these through a corporate supply arrangement. The goal is to raise the collective bar for cybersecurity across the province in the face of increased threats.
<p><i>Procurement and Supply</i></p>	<ul style="list-style-type: none"> • 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. • The division is the lead for coordinating access to the Federal National Memorandum of Understanding (NMUA) which grants access to provinces and territories to numerous Corporate Supply Agreements created by the federal government. • BC Bid is also connected to CanadaBuys which is the federal site for all Canadian provinces and territories allowing B.C. to comply with the Comprehensive Economic and Trade Agreement (CETA). Opportunities on BC Bid are posted overnight to CanadaBuys, increasing the pool of suppliers that will see and potentially bid on opportunities from the various municipalities, academic institutions, schools, and hospitals.

MINISTRY OF CITIZENS' SERVICES CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Real Property</i>	<ul style="list-style-type: none"> The Real Property Division (RPD) provides everything needed to design, set up and manage a government workplace. RPD has responsibility for the province's real estate portfolio. Real estate for schools, post-secondary institutions, hospitals, and municipalities are excluded from RPD's responsibilities. RPD provides strategic real estate advice, acquisitions, dispositions, and space planning. RPD's client base includes ministry (mandated) as well as broader sector (voluntary) customers.
<i>Service BC</i>	<ul style="list-style-type: none"> Service BC (SBC) is government's chief provider of services to B.C. residents and businesses. Through a provincial network of 65 service centres and the SBC Provincial Contact Centre, SBC provides approximately 300 government services on behalf of more than 40 partner ministries and agencies. The division enables the design and delivery of accessible, responsive, and cost-effective services, making it easier for residents and businesses to interact with government. The BC Corporate Registries Branch facilitates and supports commerce in the province through administration and verification of business, personal property, and manufactured home registrations. The Provincial Identity Information Management Program delivers trusted, secure identity service to support access to digital government services and information.

MINISTRY OF EDUCATION AND CHILD CARE

DIVISION/BRANCH	TOPIC
<i>Child Care Division</i>	<ul style="list-style-type: none"> • The Child Care Division leads the development and implementation of ChildCare BC, government’s 10-year strategy launched in 2018. This strategy is building affordable, accessible, quality, inclusive child care as a core service for families, and plays a key role in government’s commitment to putting people first. • Through provincial programs and through partnership with the federal government, the Child Care Division delivers a wide variety of programs. Key programs delivered under through the Child Care Division include those providing operational funding for child care providers and cost-saving fee reductions for parents, capital grant programs for expanding and maintaining child care spaces, education and professional development supports for learners, and supports for community-based programs such as Child Care Resource and Referral Centres and Young Parent Program. In addition, the division supports programs that help families and children access and participate in fully inclusive child care settings, as well as funding and supporting the development and expansion of distinctions-based Indigenous-led child care. • The ministry, through the Child Care Division, has oversight of the Early Childhood Educator Registry, which issues provincial certifications, accesses and recommends approval for Early Childhood Educator (ECE) post-secondary programs, and investigates complaints regarding ECE and Early Childhood Educator Assistant (ECEA) conduct and competence. • The division oversees the child care budget of \$827.377M for FY 23/24.
<i>Resource Management Division</i>	<ul style="list-style-type: none"> • The Resource Management Division is responsible for the oversight and management of approximately \$7.8 billion in operating funding to the K-12 sector; the K-12 funding formula; and school district shared services initiatives and child care initiatives and programs. 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; risk management; and planning/reporting.

MINISTRY OF EMERGENCY MANAGEMENT AND CLIMATE READINESS

DIVISION/BRANCH	TOPIC
<i>Corporate Services Division</i>	<ul style="list-style-type: none"> • Responsible for the provision of strategic advice and the delivery of corporate services to support Ministry programs and services. • Manages the Disaster Financial Assistance Arrangements (DFAA) claim administration and provincial cost tracking. • Responsible for public education initiatives including: <ul style="list-style-type: none"> ◦ The delivery of PreparedBC, the Province’s preparedness public education program serving First Nations communities, local authorities and the public. ◦ The development of resources, programs, and social media campaigns aimed at influencing positive disaster risk reductions.
<i>Disaster Recovery</i>	<ul style="list-style-type: none"> • Leads coordination of provincial ministry and agency supports for communities following a disaster with regionally-based teams. • Implements the Disaster Financial Assistance (DFA) program, and when DFA is not available, seeks alternative government and non-government funding opportunities to assist impacted parties. • Administers DFA appeals process. • Responsible for disaster recovery operational policy including national flood insurance program development, cross government disaster recovery framework, and recovery specialists who are ready to deploy to assist communities when a disaster strikes.
<i>Disaster Risk Management</i>	<ul style="list-style-type: none"> • Leads emergency management and provincial business continuity management planning. • Conducts emergency management training and exercises. • Undertakes strategic after actions reviews of disaster events, undertaking provincial and regional disaster and climate risk assessments. • Administers funding programs for First Nations and local governments to advance disaster risk reduction through planning and mitigation activities. • Advances policy, programs, and strategies to reduce disaster and climate risks.

MINISTRY OF EMERGENCY MANAGEMENT AND CLIMATE READINESS CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Partnerships, Engagement and Legislation</i>	<ul style="list-style-type: none"> • Delivers ministry's strategic policy and legislation. This work includes providing guidance on EMCR's modernized legislation, the <i>Emergency and Disaster Management Act</i> (EDMA), and the development of new regulations, such as the Local Authorities Regulation and Compensation and Disaster Financial Assistance Regulation. • Leads the development and implementation of EMCR's inter-agency and inter-governmental partnerships. • Leads EMCR's emergency management partnership agreements with the federal government, local governments, First Nations, emergency management partner agencies, critical infrastructure operators, non-governmental, faith-based, and other emergency management partners and agencies.
<i>Regional Operations</i>	<ul style="list-style-type: none"> • Leads and coordinates the preparedness and response to provincial and regional-level emergencies and disasters, supporting other authorities within their areas of jurisdiction by working directly with First Nations, local authorities, provincial ministries and agencies, federal departments, other jurisdictions, industry, and volunteers. • Leads and coordinates 24/7 emergency management capability through six regional offices located in Surrey, Kamloops, Nelson, Prince George, and Terrace, with the Vancouver Island Regional Office co-located at the Ministry of Emergency Management and Climate Readiness (EMCR) Headquarters (HQ) in Victoria. In addition, EMCR HQ houses the Emergency Coordination Centre and Provincial Duty Managers providing 24/7 situational awareness, activation of response to emergencies, including broadcast intrusive alerting. • Coordinates BC's Public Safety Lifeline Volunteer groups, who provide an array of critical, front-line emergency services, including Ground Search and Rescue, Air Search and Rescue, Road Rescue, Emergency Support Services, and Emergency Radio Communications.

MINISTRY OF ENERGY, MINES, AND LOW CARBON INNOVATION

DIVISION/BRANCH	TOPIC
<p>Energy Resources Division</p>	<ul style="list-style-type: none"> • The division is accountable for the management and responsible development of the province’s energy resources. It issues and administers Crown petroleum, natural gas, geothermal and carbon capture related subsurface tenures and tenure revenues; and maintains petroleum geology databases and systems. • The division oversees the province’s royalty system (with the Ministry of Finance); develops policy, statutes and regulations that apply to the energy resource sector and to support achieving greenhouse gas reduction targets as it relates to the sector, including methane emissions targets. • The division collaborates across-government on Indigenous reconciliation initiatives and environmental monitoring and research programs, conducts oil and gas resource assessments, manages resource development planning and cumulative effects, guides modernized land use planning, develops environmental practices and initiates and administers oil and natural gas restoration programs. • The Clean Energy and Major Projects Office (CEMPO) is the main point of contact for proponents looking to bring clean energy projects to British Columbia and works across government to support clean energy projects, including hydrogen, biofuels, and renewable natural gas. CEMPO is responsible for the effective implementation of LNG Canada, Cedar LNG, Woodfibre, and the associated pipelines.

MINISTRY OF ENERGY, MINES, AND LOW CARBON INNOVATION CONTINUED...

DIVISION/BRANCH	TOPIC
<p><i>Electricity and Utility Regulation Division</i></p>	<ul style="list-style-type: none"> • 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, and wind. The division is taking a lead role in the development of a Climate Aligned Energy Framework for the province. • The division focuses on increasing electrification, and deployment of low carbon energy by supporting BC Hydro’s 2024 call for power, and implementing policies and legislation to support BC Utilities Commission oversight of B.C.’s regulated energy utilities, including BC Hydro, FortisBC and Pacific Northern Gas, in their delivery of conventional and low-carbon clean energy across the province. • In association with the Ministry of Environment and Climate Change Strategy, the division has responsibility for policies, programs, regulations and legislation to support the province’s legislated short and long-term; greenhouse gas (GHG) reduction targets, including: the Greenhouse Gas Reduction (Clean Energy) Regulation, the <i>Utilities Commission Act</i>, and the <i>Clean Energy Act</i>. • The division supports the Minister’s oversight of BC Hydro and is responsible for public utility regulatory policy under the <i>Utilities Commission Act</i>. The division leads provincial collaboration with the British Columbia Utilities Commission to reframe the Commission’s current role as an economic regulator to align with the province’s climate action, energy and affordability objectives, especially for low-income households. • The division also administers the Innovative Clean Energy (ICE) Fund, a special account used to further the energy and environmental priorities of the government. • The division is responsible for co-leading the Indigenous Clean Energy Opportunities (ICEO) process with the First Nations Energy and Mining Council which engages with First Nations rights holders and organizations in a collaborative dialogue to: <ul style="list-style-type: none"> ◦ Fully participate in current and future clean energy opportunities. ◦ Align the Province’s strategic clean energy policy and legislation with the United Nations Declaration on the Rights of Indigenous people.

MINISTRY OF ENERGY, MINES, AND LOW CARBON INNOVATION CONTINUED...

DIVISION/BRANCH	TOPIC
<p><i>Energy Decarbonization Division</i></p>	<ul style="list-style-type: none"> • The division is responsible for policies and programs that advance energy efficient, low-carbon technologies and practices in the built environment through incentives and standards. This portfolio includes the CleanBC Better Homes and Better Buildings Program and the Energy Efficiency Standards Regulation. • The division develops policy and program initiatives to decarbonize community energy systems through the implementation of clean energy projects in communities across British Columbia, including grid-connected local governments, Indigenous communities, and non-grid connected remote communities. This portfolio includes the CleanBC Remote Community Energy Strategy. • The division is responsible for developing and implementing legislation, policies, and programs to decarbonize the transportation sector and spur growth in the clean transportation industry in B.C. This portfolio includes the <i>Zero Emission Vehicles (ZEV) Act</i>, the ZEV Regulation, and the CleanBC Go Electric Program. • The division is responsible for the implementation of BC's Low Carbon Fuel Standard that requires fuel suppliers to reduce the carbon intensity of their fuels used in transportation and other applicable purposes. With a 30 percent reduction in carbon intensity for diesel and gasoline class fuels by 2030, and a 10 percent reduction by 2030 for jet fuels.
<p><i>Responsible Mining and Competitiveness Division</i></p>	<ul style="list-style-type: none"> • Responsible for managing authorizations, geoscience and policy for the mining cycle from early mineral exploration, development of major and regional mines, and mine closure and reclamation. • Supports the competitiveness of B.C.'s mining sector, including critical minerals and helps position B.C. as an attractive jurisdiction for investment by providing a fair, effective, and transparent authorizations, and focusing on regulatory certainty, Indigenous reconciliation and partnerships, world-class geoscience, innovation, and leading environmental standards.

MINISTRY OF ENERGY, MINES, AND LOW CARBON INNOVATION CONTINUED...

DIVISION/BRANCH	TOPIC
<p><i>Mines Health, Safety and Enforcement Division</i></p>	<ul style="list-style-type: none"> • The division is responsible for mine workers’ health and safety, compliance verification and enforcement, and investigations of serious incidents at mines. The division: <ul style="list-style-type: none"> ◦ Oversees the regulation of abandoned mines. ◦ Manages the ongoing review and revision of the Health, Safety and Reclamation Code for Mines in B.C. ◦ Oversees policy Indigenous engagement, inspector training, and compliance data and reporting in its core business areas. ◦ The division includes the Chief Auditor, responsible for conducting audits evaluating effectiveness of B.C.’s mining regulatory framework.
<p><i>Strategic and Indigenous Partnerships Division</i></p>	<ul style="list-style-type: none"> • Supports delivery of the Ministry of Energy, Mines and Low Carbon Innovation (EMLI) and EMLI’s Divisions on its energy, mining and natural gas mandates. • Leads strategic initiatives and supports EMLI’s mandate to advance reconciliation with Indigenous Nations including the negotiation of revenue sharing and Accommodation Agreements and Reconciliation Agreements and engaging with Indigenous Nations on policy matters. This work is consistent with Government’s objectives under the <i>Declaration on the Rights of Indigenous Peoples Act</i> and ensures that First Nations actively participate in natural resource development in their Traditional Territories. • Provides corporate oversight and coordination of policies, land use planning, intergovernmental relations, Cabinet and legislative coordination, employee recognition and engagement, EMLI communications, service plan development, and reporting requirements to ensure that EMLI takes a strategic approach to the delivery of its programs and services. Examples include Energy and Mines Ministers’ Conference, Council of the Federation, and federal/provincial forums. The Strategic Initiatives Branch (SIB) also supports energy and climate policy relating to CleanBC.

MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY

DIVISION/BRANCH	TOPIC
<i>Conservation and Recreation</i>	<ul style="list-style-type: none"> • BC Parks is a land management, regulatory and recreation service provision program that is responsible for the acquisition, designation, administration, planning, management and regulation of natural resources and activities occurring on over 14 percent of the provincial land base. British Columbia has the highest percentage of its land base dedicated to protected areas of all provincial Canadian jurisdictions. There are 1,036 provincial parks, recreation areas, conservancies, ecological reserves, and protected areas within the system. • The Conservation Officer Service (COS) provides public safety and environmental enforcement services to British Columbians. The agency's core mandates include natural resource law enforcement and human-wildlife conflicts prevention and response. The COS is the lead agency in B.C. to respond to problem wildlife, including predator attacks on people that cause serious injury and death. • Recreation Sites and Trails B.C. (RSTBC) provides public recreation opportunities by developing, maintaining, and managing a network of recreation sites and recreation trails throughout the province.
<i>Climate Action Secretariat</i>	<ul style="list-style-type: none"> • Province-wide coordination and management of systems to address and respond to climate change including: CleanBC, CleanBC Roadmap to 2030, Local Government Climate Action Program (LGCAP), CleanBC Communities Fund, Industrial carbon pricing and climate programs (CleanBC Industry Fund, CleanBC Industrial Incentive Program, B.C. Output Based Pricing System for Industry), B.C. Offset Program, Climate Preparedness and Adaptation Strategy, Carbon Neutral Government (Public Sector Organizations – schools, universities and colleges, and hospitals), Climate Solutions Council, GHG Provincial Inventory, including the community energy and GHG emissions Inventory. Climate action pieces of legislation related to climate change including <i>Greenhouse Gas Industrial Reporting and Control Act</i>, <i>Climate Change Accountability Act</i>, <i>Renewable and Low Carbon Fuel Requirements Act</i>, <i>Vehicle Emissions Standards Act</i>, <i>Clean Energy Act</i>, <i>Greenhouse Gas Reduction - Emissions Standards</i>, and <i>Carbon Tax</i>.

MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY CONTINUED...

DIVISION/BRANCH	TOPIC
<p><i>Environmental Assessment Office</i></p>	<ul style="list-style-type: none"> • The Environmental Assessment Office (EAO) is a neutral regulatory agency that reviews proposed major projects such as mines, oil and gas facilities, and large infrastructure projects. • Under the legal framework of the 2018 <i>Environmental Assessment Act</i> (the Act), the EAO implements a process to ensure that any environmental, economic, social, cultural and health effects that may occur during the lifetime of a project are thoroughly assessed. • The EAO coordinates its work with federal and provincial agencies, local governments, and First Nations, and engages the public throughout the environmental assessment process, to inform provincial Ministers' decision whether projects should be approved to proceed. • The EAO also has a reconciliation purpose under the Act, and accordingly works jointly with B.C. First Nations to assess a proposed project's impact on Nations and their rights. • If a project is approved to proceed, the EAO monitors and enforces compliance with its requirements to ensure that projects are designed, built, operated, decommissioned, and reclaimed in compliance with the conditions of their approval.

MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Environmental Protection Division</i>	<ul style="list-style-type: none"> Air quality, reducing toxins, pollution prevention, environmental emergencies/ provincial spill response, <i>Environmental Management Act</i>, contaminated site remediation, brownfields, hazardous and industrial waste, <i>Integrated Pest Management Act</i>, extended producer responsibility, recycling, CleanBC Plastics Action Plan, organics infrastructure funding programs, Clean Coast Clean Waters fund, Plastic Action Fund, Community Woodsmoke Reduction Program, Public Interest Bonding Strategy, circular economy, local government waste management planning, waste management (incineration, landfilling, municipal liquid and solid waste), permitting and compliance reporting for industrial operations' emissions; environmental impact assessment for waste discharge authorizations, provincial environmental monitoring networks (air and water quality, hydrometric, snow survey, groundwater, climate), environmental databases, State of Environment reporting, air and water quality stewardship & partnerships; analytical chemistry laboratory services, provincial laboratory quality assurance and standards; Indigenous relations and partnership development related to environmental quality and monitoring; Compliance and enforcement for industrial, commercial activities and sectors regulated under the <i>Environmental Management Act</i> regarding discharges to the environment, and under the <i>Integrated Pest Management Act</i> as it relates to pesticide use.
<i>Strategic Services</i>	<ul style="list-style-type: none"> Coordination of cross-ministry policy initiatives and corporate support for policy development, legislation, and inter-governmental relations; business improvement and corporate reporting; ministry-wide integration and delivery of digital and service transformation opportunities; advice and recommendations on cross-cutting Indigenous initiatives, Indigenous relationship practices evaluation, strategies, and guiding principles development for partnerships with First Nations.

MINISTRY OF FINANCE

DIVISION/BRANCH	TOPIC
<p><i>Crown Agencies Secretariat</i></p>	<ul style="list-style-type: none"> • Leadership and support for board appointments and development for Public Sector Organizations; and for the annual performance management and reporting cycle for ministries and crown agencies. • Strategic oversight and support to specific Crowns, agencies, or organizations, including: <ul style="list-style-type: none"> ◦ The BC Lottery Corporation (BCLC), including BCLC’s oversight of casinos and community gaming facilities. ◦ The Liquor Distribution Branch (LDB) sales and policy, including BC Liquor Stores and BC Cannabis Stores. ◦ Insurance Corporation of BC (ICBC) provides direct support to the Minister of Public Safety and Solicitor General. <p><i>**For <u>Minister meeting requests for the Liquor Distribution Branch or the Insurance Corporation of BC please direct these to the Ministry of Public Safety and Solicitor General.</u></i></p> <p><i>**For <u>staff meeting requests for the Liquor Distribution Branch please direct these to the Ministry of Public Safety and Solicitor General.</u></i></p> <p><i>**For <u>staff meeting requests for the Insurance Corporation of BC please see their description in the Provincial Agencies, Commissions, and Corporations section.</u></i></p>
<p><i>Policy and Legislation Division / Financial And Corporate Sector Policy Branch</i></p>	<ul style="list-style-type: none"> • Anti-money laundering in real estate and the financial sector, including beneficial ownership transparency initiatives. • Corporate and financial sector policy including: <ul style="list-style-type: none"> ◦ Securities. ◦ Real Estate (including mortgage brokers and real estate developers). ◦ Financial institutions. ◦ Money Services Businesses. ◦ Insurance. ◦ Pensions. ◦ Personal Property Security. ◦ Business Organizations (including companies, societies, and cooperatives). ◦ Land Title & Survey Authority (LTSA).

MINISTRY OF FINANCE CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Policy and Legislation Division / Intergovernmental Fiscal Relations</i>	<ul style="list-style-type: none"> • Federal-provincial fiscal relations (e.g., intergovernmental transfers). • Joint federal-provincial social policy priorities (e.g., income security and pensions). • Cannabis revenue sharing, with Indigenous Relations and Reconciliation. • Local government fiscal relations with Municipal Affairs. • First Nations fiscal relations, with Indigenous Relations and Reconciliation.
<i>Policy and Legislation Division / Property Tax and Assessment Policy</i>	<ul style="list-style-type: none"> • Property tax and assessment policy including: <ul style="list-style-type: none"> ◦ Provincial property assessment policy, legislation, and methodology. ◦ Oversight of BC Assessment (BCA) and the Property Assessment Review panels. ◦ Provincial property taxes (school, rural, police). ◦ Property Transfer Tax. ◦ Speculation and Vacancy Tax.
<i>Policy and Legislation Division / Tax Policy Branch</i>	<ul style="list-style-type: none"> • Provincial tax policy, including: <ul style="list-style-type: none"> ◦ Provincial Sales Tax. ◦ Municipal and Regional District Tax. ◦ Carbon Tax. ◦ Motor Fuel Tax. ◦ Provincial Income Tax. ◦ Indigenous Taxation. ◦ Employer Health Tax. ◦ Flipping Tax.
<i>Gender Equity Office</i>	<ul style="list-style-type: none"> • Pay Transparency Reporting. • Gender-Based Analysis Plus (GBA+).

MINISTRY OF FORESTS

DIVISION/BRANCH	TOPIC
Associate Deputy Minister's Office	<ul style="list-style-type: none"> • Permitting Process Improvements and Performance Measures. • Emerging Strategic Projects: Wosk Centre for Dialogue Series on Wildfire Mitigation, Premier's Expert Task Force Engagement. • Forestry Digital Services Program. • Supports the province's goal of reconciliation with Indigenous peoples through the implementation of the UN Declaration on the Rights of Indigenous Peoples (UNDRIP) and the <i>Declaration Act</i> Action Plan. • First Nations Reconciliation & Negotiations Strategy, New Fiscal Framework and Revenue Sharing, First Nations Forest Tenure, First Nations Forestry Council Engagement and Consultation Systems and Information Management.
BC Wildfire Service	<ul style="list-style-type: none"> • Wildfire Suppression, Wildfire Prevention and Community Resiliency Initiative. • Wildfire Recovery and All Hazard Response.
Forest Resiliency and Archaeology	<ul style="list-style-type: none"> • Old growth deferrals. • Provincial Forest Landscape Planning. • Archaeology Branch. • <i>The Heritage Conservation Act Transformation Project</i> (HCATP).
Integrated Resource Operations Division	<ul style="list-style-type: none"> • Compliance and Enforcement. • Engineering. • Forest Tenures. • Resource Worker Safety.
Office of the Chief Forester	<ul style="list-style-type: none"> • Provides provincial leadership for forest management and stewardship. • Continuous improvement of forest management policies, legislation and practices. • Acquisition and update of forest inventory, spatial analysis and reporting of timber and non-timber values. • Allowable annual cut determination and silviculture. • Forest genetic resource management, seed supply and forest health. • Land-based research, climate change and carbon management. • Integrated planning, developing the bio economy and strategic old growth support.

MINISTRY OF FORESTS CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Regional Operations</i>	<ul style="list-style-type: none"> • Activities that occur within regional operations include: forestry, range tenure management and authorizations and indigenous consultation. • Operation of regional and District offices that support providing client access to natural resource authorizations (in partnership with the Ministry of Water, Land and Resource Stewardship (WLRS) and Front Counter BC) geographic information and, forest revenue management. • Emergency Management and Climate Readiness and BC Wildfire Service support, wildfire risk reduction, wildfire rehabilitation and recovery, resource stewardship (resource value monitoring and assessment). • BC Timber Sales regional timber sales, investment and reporting on forest management to the Office of the Chief Forester and timber sales reviews for regions. • Strategic initiatives and forest landscape planning, silviculture project delivery, and resource roads and infrastructure including access and land management issues.
<i>Timber, Range and Economics</i>	<ul style="list-style-type: none"> • Forest sector economics and transformation. • Trade and Log Export Policy. • Softwood lumber. • Timber pricing, timber measurements and stumpage. • Value added forestry, range policy and planning. • Invasive plants. • Modernizing forest policy. • BC Timber Sales provincial operations. • Fibre supply and access. • Pulp and paper and utilization policy. • Wildfire salvage.

MINISTRY OF HEALTH

DIVISION/BRANCH	TOPIC
<i>Finance and Corporate Services</i>	<ul style="list-style-type: none"> • 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, Health Authority Regional Grants Decision Support, Finance and Decision Support, Capital Services Management, and Audit and Investigations.
<i>Health Sector Workforce and Beneficiary Services</i>	<ul style="list-style-type: none"> • Responsible for operational delivery of beneficiary and diagnostic services and workforce strategies that contribute to effectively meeting patient and population health needs and improving patient outcomes through the efficient delivery of health services.
<i>Hospital and Provincial Health Services</i>	<ul style="list-style-type: none"> • Focuses on implementing specialized community and surgical services and programs, provincial health service, and regional hospital-based services, and provides provincial oversight of Medical Assistance in Dying (MAID). • Works towards service transformation across the acute and provincial health sector and streamlines bilateral efforts between the ministry and health authorities by bringing together key mandated initiatives. • Works on continuing to implement the Surgical Renewal Commitment to address and improve patient access and wait times for surgical and diagnostic imaging services while also increasing surgical and diagnostic capacity in the province.
<i>Office of Indigenous Health</i>	<ul style="list-style-type: none"> • Works in partnership with B.C. First Nations, Métis and urban Indigenous partners, regional health authorities, across provincial ministries, and with Indigenous Services Canada to ensure the implementation of key strategic priorities and commitments regarding Indigenous health and wellness. • Key focus: Using the Recommendations of the <i>In Plain Sight</i> report as a blueprint for action to address Indigenous-specific racism and discrimination across the B.C. health care system.

MINISTRY OF HEALTH CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Population and Public Health</i>	<ul style="list-style-type: none"> • Focuses on improving the overall health and well-being of the population by promoting good health and wellness, preventing disease, injury, and illness, and protecting people from harm.
<i>Primary Care</i>	<ul style="list-style-type: none"> • Responsible for primary care policy direction, strategy development implementation, results monitoring, quality improvement and evaluation oversight. The current priorities of the division are: Increasing attachment and access through Primary care networks; Urgent and primary care centres; Community health centres; First Nations Led Primary Care Initiatives, Interdisciplinary team based primary care services both in person and virtual; integration of primary care services with specialized community services programs. • The division also includes HealthLink BC due to its role as a key community services enabler of primary care.
<i>Seniors Services</i>	<ul style="list-style-type: none"> • Responsibility for Home Health, Long-Term care and Assisted Living policy development and implementation. • Ministry policy and actions related to the Assisted Living Registry operations and oversight.

MINISTRY OF HOUSING

DIVISION/BRANCH	TOPIC
<i>Governance and Accountability Branch</i>	<ul style="list-style-type: none"> • Governance and oversight for BC Housing as well as BC Housing performance monitoring/reporting. Responsible for developing strong partnerships to support the work of BC Housing. • Ministry's overall approach to engagement, consultation, and partnership with Indigenous Peoples; supports alignment between provincial housing initiatives and the province's commitments to reconciliation; advises on housing-related topics of mutual interest to Indigenous Peoples and local governments. <p>BC Housing:</p> <ul style="list-style-type: none"> • BC Housing is responsible for implementation of Building BC programs that are helping government deliver on its goal to deliver 114,000 units of affordable housing including the following programs: Supportive Housing Fund, Women's Transition Housing Fund, Community Housing Fund, Indigenous Housing Fund, Rapid Response to Homelessness, Deepening Affordability program. It is also responsible for BC Builds and HousingHub which works with communities, governments, non-profit and private sector stakeholders to facilitate the creation of new affordable rental housing.
<i>Housing Innovations Division</i>	<ul style="list-style-type: none"> • Supports innovations in the approvals and construction of housing. <ul style="list-style-type: none"> ◦ Digital Permitting. ◦ Prefabricated housing and panels. ◦ Standardized housing designs. • Development of ongoing programs and tools design to support BC Builds. • Housing development partnerships. • Process development with other governments (First Nation and federal) and provincial ministries and agencies to identify land for housing.
<i>Housing Policy Branch</i>	<ul style="list-style-type: none"> • Housing policy and program development, including market and non-market housing, legislation governing strata properties, coordination of the provincial housing strategy, legislation regulating short-term rentals, purpose built rental housing, long-term leaseholds, and secondary suites incentive program.

MINISTRY OF HOUSING CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Building and Safety Standards Branch</i>	<ul style="list-style-type: none"> • 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, safety standards for technical systems, homeowner protection (e.g., home warranties), oversight of certain industry professionals and trades (e.g., home builder licensing and mandatory building official qualifications), and policy advice relating to the built environment, including climate leadership and accessibility for new buildings. • Liaison with BC Housing Licensing and Consumer Services, Technical Safety BC, Building Officials Association of BC, National Research Council and Accessibility Standards Canada. • Technical requirements for existing buildings related to CleanBC, climate adaptation, and disaster mitigation (e.g., earthquakes, flooding, and wild-fires). • Nationally harmonized technical requirements for new buildings.
<i>Short-Term Rental Branch</i>	<ul style="list-style-type: none"> • Compliance and enforcement of short-term rental legislation and regulations, local government short-term rental data sharing, and delisting requests.
<i>Housing Targets Branch</i>	<ul style="list-style-type: none"> • Administers the housing targets program to issue targets for specified municipalities under the authorities set out in the <i>Housing Supply Act</i> and regulations. • Analysis to select specified municipalities for targets assessment, forecast housing needs and produce housing targets. • Consultation with specified municipalities and first nations with land interests, issues timebound Housing Target Orders and evaluates progress reports that track progress toward meeting housing targets: 1) housing units by type, tenure, and affordability; and 2) municipal processes to increase housing supply (housing policies, bylaws, development approvals and permitting). • Consideration of compliance measures if satisfactory progress has not been made by municipalities to meet housing targets.
<i>Planning and Land Use Management Branch</i>	<ul style="list-style-type: none"> • Land use planning policy and program development. • Legislation and program supports for: <ul style="list-style-type: none"> ◦ Small-scale, multi-unit housing. ◦ Housing needs reports. ◦ Proactive zoning. ◦ Amenity cost charges. ◦ Inclusionary zoning.

MINISTRY OF HOUSING CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Residential Tenancy Branch</i>	<ul style="list-style-type: none"> • Oversight of the <i>Residential Tenancy Act</i> and <i>Manufactured Home Park Tenancy Act</i>, the regulatory framework for landlords and tenants, including conventional residential and manufactured home park tenancies. • Information services, disputes resolution, and compliance & enforcement for landlord and tenant disputes.
<i>Strategic Results Management Branch</i>	<ul style="list-style-type: none"> • Project leadership, planning and support. • Oversight on housing and homelessness strategy implementation, monitoring, and reporting. • Intergovernmental relations on housing and homelessness.
<i>Engagement and Encampment Response Branch</i>	<ul style="list-style-type: none"> • Provincial coordination lead for cross-ministry encampment responses including HEART/HEARTH programs and the Provincial Encampment Response Framework. • Oversight of the province’s Homelessness Plan, Belonging in BC (BiBC). • Engagement to inform the implementation and development of future phases of BiBC, including the Indigenous Advisory Committee and People with Lived Experience Advisory Committee. • Provincial coordination and development of a more collaborative approach to addressing homelessness with federal and local governments, provincial agencies, Indigenous and community partners. • Provincial shelter policy. • Support for the Downtown Eastside – Provincial Partnership Plan.
<i>Homelessness and Supportive Housing Policy Branch</i>	<ul style="list-style-type: none"> • Research and policy development related to homelessness, supportive housing and rent supplements. • Development and implementation of several initiatives within the Belonging in BC Homelessness Plan, including: <ul style="list-style-type: none"> ◦ Integrated Support Framework to coordinate and streamline access to supports. ◦ Supportive Rent Supplement Program. ◦ Point in Time Homelessness Count. ◦ Preventing and Reducing Homelessness Integrated Data Project. • Research and policy development related to rental assistance, including: <ul style="list-style-type: none"> ◦ Rental Assistance Program. ◦ Shelter Aid for Elderly Renters Program. ◦ Canada-BC Housing Benefit. ◦ Homeless Prevention Program. ◦ BC Rent Bank.

MINISTRY OF INDIGENOUS RELATIONS AND RECONCILIATION

DIVISION/BRANCH	TOPIC
<i>Negotiations and Regional Operations Division</i>	<ul style="list-style-type: none"> • Leads 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. • Leads and collaborates with other Ministries to advance shared decision-making initiatives with First Nations, consistent with sections 6 and 7 of the <i>Declaration on the Rights of Indigenous Peoples Act</i>.
<i>Reconciliation Transformation and Strategies Division</i>	<ul style="list-style-type: none"> • Leads provincial development and implementation of strategic reconciliation initiatives, such as the <i>Declaration on the Rights of Indigenous Peoples Act</i>. Facilitates collaboration and partnership between Indigenous and non-Indigenous peoples, stakeholders, and all levels of government to build capacity and support outcomes that advance reconciliation at the local, regional, and provincial levels.
<i>Strategic Partnerships and Initiatives Division</i>	<ul style="list-style-type: none"> • Leads and supports the development and implementation of key strategies to strengthen the socio-economic conditions of Indigenous people in B.C. • Leads B.C.'s efforts in socio-cultural reconciliation with Indigenous communities and the development of provincial strategies for improving outcomes for Métis and urban Indigenous populations. Leads community engagement and the coordination of the provincial response to residential school sites in B.C.

MINISTRY OF JOBS, ECONOMIC DEVELOPMENT AND INNOVATION

DIVISION/BRANCH	TOPIC
<p><i>Small Business and Economic Development Division</i></p>	<ul style="list-style-type: none"> • Development and delivery of policies, initiatives and funding programs to support inclusive economic development and diversification in rural, regional, and Indigenous communities. • Provide direct assistance to rural communities in developing economic strategies, accessing funding, and implementing projects such as business retention and expansion, investment readiness, and sector development. This includes support to the community after an economic shock (such as mill or mine closures) or an environmental disaster. • Economic analysis and policy development; Better Regulations for British Columbians; and StrongerBC Young Leaders Council. • Small business programs, resources, and available supports including Mobile Business Licenses and BizPaL. • Manages the provincial legislation and relationships with the northern, southern interior, and island-coastal economic trusts. • Funding programs include: Securing Small Business Rebate Program, BC Manufacturing Jobs Fund (MJF) and Forest Worker and Community Supports programs - Rural Diversification and Infrastructure Program (REDIP), Rural Business and Community Recovery Initiative (RBCRI), Forest Employment Program (FEP).

MINISTRY OF JOBS, ECONOMIC DEVELOPMENT AND INNOVATION CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Investment Division</i>	<ul style="list-style-type: none"> • Responsible for InBC Investment Corporation, a \$500 million strategic investment fund that invests in B.C.'s high-growth potential businesses to help them scale up. • Facilitates investments through the Major Investments Office: <ul style="list-style-type: none"> ◦ Assesses the technical, financial, and strategic scope of investment opportunities to determine the appropriate level of ministry engagement. ◦ Engages with potential investors who have a viable project opportunity and provides customized support to enable the investment to advance in B.C. ◦ Works closely with other Ministries to boost B.C. as a global exporter of climate solutions, carbon capture, storage, and other low carbon technologies. ◦ Leads and/or collaborates on complex cross ministry/government activities or strategic initiatives. ◦ Develops partnerships with investors to match project financing needs with strategic sources of capital. ◦ Leads the ministry's investment evaluation process. • Develops and implements the Province's Life Sciences and Biomanufacturing Strategy to position B.C. as a hub for the biotechnology sector: <ul style="list-style-type: none"> ◦ Conducts life sciences policy analysis. ◦ Develops and maintains sector intelligence resources on B.C.'s life sciences sector, including through engagement with sector stakeholders and in collaboration with BC Stats.
<i>Trade and Industry Development Division</i>	<ul style="list-style-type: none"> • Facilitates trade promotion, investment attraction, industry development, and supports initiatives to increase export capacity in all regions of the province. • Works collaboratively with key stakeholders, industry, and all levels of government to build an inclusive, sustainable, and innovative economy.

MINISTRY OF JOBS, ECONOMIC DEVELOPMENT AND INNOVATION CONTINUED...

DIVISION/BRANCH	TOPIC
<p><i>Trade and Industry Development Division Continued...</i></p>	<ul style="list-style-type: none"> • Facilitates trade promotion, investment attraction, industry development, and supports initiatives to increase export capacity in all regions of the province. • Works collaboratively with key stakeholders, industry, and all levels of government to build an inclusive, sustainable, and innovative economy. • Establishes and delivers integrated trade, investment, and industry development programs to help B.C. increase exports, solidify international alliances, attract foreign direct investment, and eliminate protectionist measures, including: <ul style="list-style-type: none"> ◦ Develops and delivers events and outreach to support awareness and networking for B.C. businesses in B.C. and abroad. ◦ Delivers and coordinates export readiness and export services programs serving communities across the province including indigenous communities and helping develop prosperous exporting companies positively impacting these communities. ◦ Supports the delivery of the Export Navigator Program and Trade Accelerator Program. ◦ Delivery of the Agritech Concierge Program. ◦ Delivers the Environmental, Social and Governance (ESG) Centre of Excellence (COE) to support trade, investment and economic development in the province through championing ESG. ◦ Develop and deliver initiatives to attract and retain international investors and businesses, including support for site selection, aligning efforts with municipal and federal partners to optimize the best investment opportunities for B.C. ◦ Advance and defend B.C. interests in international and domestic trade negotiations, agreements, and disputes. • Monitor, analyze, and communicate trends in investment, exports, and policy, connecting to the B.C. industry development context, and providing the evidence base for sound strategy development and decision making. <ul style="list-style-type: none"> ◦ Implement the Trade Diversification Strategy. ◦ Develop policy and identify, develop, and implement industrial and manufacturing programs and resources such as the Manufacturing Action Plan, the BC Maritime Industries Strategy and the Agritech Concierge Program.

MINISTRY OF JOBS, ECONOMIC DEVELOPMENT AND INNOVATION CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Trade and Industry Development Division Continued...</i>	<ul style="list-style-type: none"> • Advance the Mass Timber Action Plan. Expanding the use of mass timber in building construction which will assist our forestry sector transition to high-value over high-volume production and create opportunities for local workers, strong partnerships with First Nations and greater economic opportunity while making a significant contribution to advancing CleanBC.
<i>Sustainable Economy Division</i>	<ul style="list-style-type: none"> • Development and coordination of the province's StrongerBC economic plan and associated programming. • Develop and deliver policy and programming for B.C.'s technology and innovation sectors, including responsibility for Innovate BC and emerging technology sectors like artificial intelligence and quantum computing. • Advance the Province's Intellectual Property Strategy to build the province's intellectual property capacity by increasing the awareness, use and protection of intellectual property by small and medium-sized enterprises. • Leads the Province's participation in the Digital Supercluster and Quantum Algorithms Institute. • Operation of the Small Business Venture Capital Tax Credit Program for individuals that invest in shares of a registered venture capital corporation or eligible business corporation. The small business venture capital tax credit encourages investors to make equity capital investments in B.C. small businesses to help them develop and grow by providing a 30% tax credit to offset some of the risk of investing in BC's start-up and early-stage businesses, primarily those developing technologies and in small business manufacturing. • Develop and support the Integrated Marketplace (IM) initiative to increase innovation and technology adoption by linking industry with local innovation suppliers to implement, scale, and ultimately export B.C. tech solutions. The initiative is helping industry address its business needs while helping reduce carbon emissions, increase productivity and resiliency, or increase safety with domestic innovative solutions. The Province's Crown agency, Innovate BC, helps deliver the program. • Oversight of the BC Knowledge Development Fund (BCKDF) that supports the development of research infrastructure, like labs and equipment. The BCKDF helps B.C.'s institutions attract researchers, skilled technicians, and research users. Supporting research infrastructure can foster innovation and help institutions collaborate with industry.

MINISTRY OF LABOUR

DIVISION/BRANCH	TOPIC
Employment Standards	<ul style="list-style-type: none"> 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 employment standards disputes between employees and employers. Responsible for the Employment Standards Branch and the Employment Standards Tribunal. Responsible for enforcement of the <i>Temporary Foreign Worker Protection Act</i>.
Bridging to Retirement Program (Forest Worker Supports)	<ul style="list-style-type: none"> Delivery of the Bridging to Retirement program which supports forestry workers, contractors and their employees impacted by Old Growth deferrals who are 55+ to transition to retirement in their communities and also enables workers in working forestry operations to voluntarily retire, with employer participation.
Labour Relations	<ul style="list-style-type: none"> Administration of the Labour Relations Code 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> and the <i>Fire Department Act</i>.
Workers' Compensation	<ul style="list-style-type: none"> Administration of the <i>Workers Compensation Act</i> through 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 Occupational Health and Safety Regulation. 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
<i>Child, Youth and Mental Health Policy Division</i>	<ul style="list-style-type: none"> • Setting strategic direction and leading initiatives related to child and youth mental health and substance use, including the expansion of Foundry Youth Centres, Foundry Virtual, developing a youth substance use system of care, including youth substance treatment beds and services, and implementing integrated child and youth teams. • Supporting Indigenous-led solutions for mental health and substance use needs through Indigenous partnerships and advancing broader commitments to Indigenous reconciliation, land-based healing initiatives, and First Nations-run treatment centres. • Leading mental health initiatives such as the expansion of affordable community counselling. • Developing programs to serve people with complex mental health and substance use needs, including implementation of complex care housing. • Lead for community-based mental health crisis response services including Peer Assisted Care Teams (PACT) Mobile Integrated Crisis Response teams, also known as Car programs, and provincial crisis line services.
<i>Corporate Services Division</i>	<ul style="list-style-type: none"> • Lead for public information, social marketing, and anti-stigma campaigns for substance use in the province. • Lead for sector-wide mental health and substance use strategy, planning and progress reporting, including A Pathway to Hope: A roadmap for making mental health and addictions care better for people in British Columbia.
<i>Substance Use Policy Division</i>	<ul style="list-style-type: none"> • Lead for substance use policy, system integration and innovation, including the overdose public health emergency. This includes the full continuum of substance use services and supports. • Lead for the toxic drug crisis, including the Overdose Emergency Response Centre (OERC), overdose prevention services, prescribed safer supply, opioid agonist treatment, drug checking and peer/community engagement in the public health emergency.
<i>Treatment and Recovery Division</i>	<ul style="list-style-type: none"> • Lead for adult substance use treatment and recovery – this includes withdrawal management through to longer-term aftercare, including both outpatient and bed-based services. • Lead for decriminalization of illicit drugs for personal possession in B.C. • Leads and/or supports initiatives and provides strategic advice on workplace mental health. Works collaboratively with community partners, unions, and employer groups to ensure employees and leaders have the tools and training they need to foster psychologically healthy and safe workplaces.

MINISTRY OF MUNICIPAL AFFAIRS

DIVISION/BRANCH	TOPIC
<i>Immigration Services and Strategic Planning Division</i>	
<i>Community Gaming Grants</i>	<ul style="list-style-type: none"> Community Gaming Grants supports eligible not-for-profit organizations delivering community programs that benefit the citizens of B.C. Grants are awarded in several sectors including Arts and Culture, Sport, Public Safety, Environment, Human and Social Services, and Parent Advisory Councils.
<i>Immigration Services</i>	<ul style="list-style-type: none"> Immigration policy, programs, and services; including Provincial Nominee Program (PNP) supporting the attraction of international skilled and semi-skilled workers and entrepreneurs to all regions. Priority occupations include Health, Childcare, and Tech, plus attraction to smaller centres. Settlement and integration services for newcomers.
<i>Strategic Planning and Legislative Services Branch</i>	<ul style="list-style-type: none"> The branch provides services and leadership in the areas of legislative services, community policy, corporate priorities, and strategic planning related to local governments and communities. The branch is responsible for and executes the legislative program and coordinates Orders in Council (OIC), Ministerial Orders, and board appointments for the ministry.
<i>Local Government Division</i>	
<i>Governance Structures</i>	<ul style="list-style-type: none"> Incorporation, restructuring, boundary extensions, structure-related legislation and processes, and local and regional governance.
<i>Governance Services</i>	<ul style="list-style-type: none"> Local government administration, elections, governance operations-related legislative requirements/powers, and local and regional services.
<i>Governance Relations</i>	<ul style="list-style-type: none"> Local government-First Nations/Indigenous relations, Crown Grant/Nominal Rent Tenure sponsorships, Business Improvement Areas, and Resort Associations. Dispute resolution related to Regional District service reviews/withdrawals and other intergovernmental disputes.

MINISTRY OF MUNICIPAL AFFAIRS CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Local Government Division Continued...</i>	
<i>Infrastructure and Engineering</i>	<ul style="list-style-type: none"> • Asset management, drinking water, wastewater, stormwater, solid waste, green energy, community, recreation, and other capital grants, infrastructure planning grants and programs: Investing in Canada Infrastructure Program (Environmental Quality; Community, Culture and Recreation, Rural and Northern Communities, CleanBC Communities Fund, COVID-19 Resilience Infrastructure Stream), Community Economic Recovery Infrastructure Program, Critical Community Infrastructure, and New Building Canada Fund—Small Communities Fund.
<i>Local Government Finance</i>	<ul style="list-style-type: none"> • Local government finance, including: <ul style="list-style-type: none"> ◦ Budgeting and financial plans. ◦ Audited financial statements. ◦ Unconditional grants; Growing Communities Fund; reserve funds. ◦ Investments and municipal corporations; long-term liabilities. ◦ Development financing (including Development Cost Charges). ◦ Property tax, user-fees, and other sources of revenue.
<i>Local Government Policy, Research and Legislation</i>	<ul style="list-style-type: none"> • Overall responsibility for local government legislation development for the <i>Community Charter</i>, <i>Local Government Act</i>, <i>Local Elections Campaign Financing Act</i>, <i>Vancouver Charter</i>, and other local government legislation. • Broad responsibility for forward-looking policy development in the local government sphere including monitoring trends and developments in other jurisdictions and reviewing UBCM resolutions. • Provide advice and support, both internal to the ministry and to other ministries, on the development of Memorandums of Understanding and other agreements between the province and local governments or UBCM. • Provide advice and support to other ministries in the development of legislation or policies that impact local governments.

MINISTRY OF MUNICIPAL AFFAIRS CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Local Government Division Continued...</i>	
Land Use / Planning Programs	<ul style="list-style-type: none"> • Local government planning, land use management framework, and public hearings (in support with the Ministry of Housing), along with other local planning and land use tools through the <i>Local Government Act</i> and <i>Community Charter</i>. • Responsible for supporting topics such as the implementation of regional growth strategies, land use bylaw approvals (Islands Trust, Sun Peaks, UBC), and collaborating on climate mitigation with the Joint Provincial-UBCM Green Communities Committee. • Providing cross-ministry support and advice on issues that intersect with land use planning. • Supporting work on inclusive regional governance. • Developing and implementing policies and programs while collaborating with local governments, other provincial ministries, and interested parties. • Monitoring of socio-economic effects of Liquefied Natural Gas (LNG) Canada and Coastal GasLink's LNG projects on local governments and Indigenous Nations in Northern B.C. • Funding programs: Northern Healthy Communities Fund. • Support for all phases of emergency management (preparation, response, recovery, mitigation) at both a provincial level and local government level.
Public Libraries Branch (PLB)	<ul style="list-style-type: none"> • Working with public library boards, library staff, and local governments, in their roles and responsibilities under the <i>Library Act</i>. • Helping communities improve and access public library services. • Provides advice and guidance on related legislation, governance, financial reporting, provincial funding, digital infrastructure, provincial-wide services, and provincial policies. • Apportionment of provincial public library grants (not capital). • Local government questions about financing new library buildings/significant renovations, ownership, or infrastructure questions should be directed to Local Government Infrastructure and Finance Branch, but PLB may also be included.

MINISTRY OF POST-SECONDARY EDUCATION AND FUTURE SKILLS

DIVISION/BRANCH	TOPIC
<i>Finance, Technology And Management Services Division</i>	<ul style="list-style-type: none"> Operating and capital grants to 25 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, and strategic HR for the ministry.
<i>Governance, Legislation and Engagement Division</i>	<ul style="list-style-type: none"> Responsible for the ministry's legislative development, as well as OIC board appointments, labour relations and governance, Indigenous policy & engagement, Indigenous programs & partnerships, and intergovernmental relations and corporate reporting. The division includes the Office of the Superintendent of Professional Governance (OSPG) and is also responsible for improving foreign/international credential recognition.
<i>Post-Secondary Policy and Programs Division</i>	<ul style="list-style-type: none"> Twenty-Five public post-secondary institutions (PSIs) and their programs including: Indigenous Education, Adult Education, StudentAid BC including the BC Access Grant, Science, Technology, Engineering and Math (STEM) programs, the Provincial Tuition Waiver for Former Youth in Care and the BC Loan Forgiveness Program, tech-relevant programs, adult basic education, and health and medical education. Enhancing the learner experience through student mental health initiatives, combatting sexualized violence, promoting work integrated learning and co-ops, micro-credentials and improving foreign/international credential recognition, Education Quality Assurance designation, and advice and recommendations to the Minister on new degree programs through the Degree Quality Assessment Board. The division is responsible for public and private post-secondary institution accountability including mandate direction and accountability reporting. Governance, regulation and monitoring of over 300 private training institutions, including student protection. Reporting and advice through sector data management and analysis to support decision making and inform policy development.

MINISTRY OF POST-SECONDARY EDUCATION AND FUTURE SKILLS CONTINUED...

DIVISION/BRANCH	TOPIC
<p><i>Post-Secondary Policy and Programs Division Continued...</i></p>	<ul style="list-style-type: none"> • BC's Post-Secondary Digital Learning Strategy and Digital Services Strategy which aim to improve how digital technologies support access to flexible, high-quality post-secondary education. • Division is also responsible for international education, leading strategic policy/liaison function for the sector, and providing oversight for the Crown corporation - the British Columbia Council for International Education (BCCIE).
<p><i>Labour Market Development Division</i></p>	<ul style="list-style-type: none"> • Responsible for the development and management of targeted labour market and workforce development policies and programs to help people get the information and skills they need to participate in B.C.'s labour market. This includes oversight of B.C.'s StrongerBC Future Ready Action Plan, the trades training system, including Skilled Trades Certification and the Crown agency responsible, SkilledTradesBC. • Responsible for a number of programs for people, employers, and communities. These include the Sector Labour Market Partnerships program, the Community Workforce Response Grant, the BC Employer Training Grant, Skills Training for Employment programs, and skills training for forestry dependent communities. • The division produces a wide range of labour market information and insights, including BC's Labour Market Outlook, and disseminates labour market information, career planning tools, and other resources through the WorkBC.ca website.

MINISTRY OF PUBLIC SAFETY AND SOLICITOR GENERAL

DIVISION/BRANCH	TOPIC
BC Coroners Service	<ul style="list-style-type: none"> • Responsible for investigating and determining the circumstances of all unnatural, sudden, and unexpected, unexplained, or unattended deaths in the province. • Makes recommendations to improve public safety and prevent death in similar circumstances. • Responsible for the investigation of all child death (under the age of 19 years) in B.C. and for investigating all deaths in custody.
BC Corrections	<ul style="list-style-type: none"> • Responsible for the supervision of individuals, 18 years or older, on bail or serving a sentence in the community, and the supervision of individuals in custody awaiting trial, serving a sentence under two years.
Cannabis, Consumer Protection, and Corporate Policy Branch	<ul style="list-style-type: none"> • Responsible for consumer protection policy, which includes consumer contracts, cost of credit disclosure, ticket sales, film classification, and licensing of travel agents, motor dealers, funeral services, payday lenders, high-cost credit grantors, debt collectors, and home inspectors. • Responsible for leading and supporting the development and implementation of provincial cannabis policy, leading negotiation of government-to-government agreements with Indigenous nations pursuant to Section 119 of the <i>Cannabis Control and Licensing Act</i> and working with First Nations and key partners to advance a collaborative approach to cannabis-related governance and jurisdiction, as outlined in the DRIPA Action Plan commitment 4.47. • Responsible for the development of policy and legislation related to the <i>Restricting Public Consumption of Illegal Substances Act</i>.
Community Safety and Victim Services Branch	<ul style="list-style-type: none"> • Responsible for coordinating a provincial network of programs and services for victims of crime including programming for violence against women, gender-based violence, and sexual assault. • Responsible for coordinating the province's work in the areas of restorative justice, and human trafficking. • Includes the Civil Forfeiture Office which manages the Civil Forfeiture Crime Prevention and Remediation Grant Program and the Crime Victim Assistance Program.

MINISTRY OF PUBLIC SAFETY AND SOLICITOR GENERAL CONTINUED...

DIVISION/BRANCH	TOPIC
<p><i>Gaming Policy and Enforcement Branch</i></p>	<ul style="list-style-type: none"> Regulates all gambling in British Columbia and ensures the integrity of gambling industry companies, people, and equipment. Regulates oversight of commercial gambling conducted and managed by the British Columbia Lottery Corporation (e.g., lotteries, casinos, community gaming centres, commercial bingo halls and online gambling on PlayNow.com), British Columbia’s horse racing industry, and licensed charitable gambling events. Administers the Gambling Support BC program, which includes a continuum of responsible and problem gambling prevention and treatment services. Administers Host Financial Assistance Agreements with local governments that host a gaming facility within their jurisdiction.
<p><i>Insurance Corporation of BC (ICBC)</i></p>	<ul style="list-style-type: none"> ICBC is mandated to provide universal compulsory auto insurance to drivers in B.C. ICBC provides British Columbians with Optional auto insurance products and driver licensing services. ICBC champions a safe driving culture by working with communities, law enforcement, and other stakeholders on various road safety campaigns and initiatives. ICBC is responsible to the Minister of Public Safety and Solicitor General, who is supported within government by the Crown Agencies Secretariat in the Ministry of Finance. <p><i>**For <u>Minister meeting requests for the Insurance Corporation of BC please direct these to the <u>Ministry of Public Safety and Solicitor General.</u></u></i></p> <p><i>**For <u>staff meeting requests for the Insurance Corporation of BC please see their description in the <u>Provincial Agencies, Commissions, and Corporations section.</u></u></i></p>
<p><i>Liquor and Cannabis Regulation Branch</i></p>	<ul style="list-style-type: none"> Issues liquor and cannabis retail store licenses. Educates establishments about cannabis laws and rules. Takes enforcement action when licensed establishments do not follow the <i>Cannabis Control and Licensing Act</i> and the <i>Liquor Control and Licensing Act</i>, associated regulations or their specific terms and conditions. Delivers social responsibility training programs including Selling It Right and Serving It Right.

MINISTRY OF PUBLIC SAFETY AND SOLICITOR GENERAL CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Liquor and Cannabis Regulation Branch Continued...</i>	<ul style="list-style-type: none"> • Works with local government, Indigenous nations, and industry and other stakeholders to develop liquor and retail cannabis policy and provide advice to government concerning decisions related to liquor and non-medical cannabis policy.
<i>Liquor Distribution Branch</i>	<ul style="list-style-type: none"> • The Liquor Distribution Branch is responsible to the Minister of Public Safety and Solicitor General, who is supported within the government by the Crown Agencies Secretariat in the Ministry of Finance. <p><i>**For <u>Minister meeting requests</u> and for <u>staff meeting requests for the Liquor Distribution Branch</u> please direct these to the <u>Ministry of Public Safety and Solicitor General</u>.</i></p>
<i>Office of the Fire Commissioner</i>	<ul style="list-style-type: none"> • The Office of the Fire Commissioner (OFC) is the senior fire authority in the province with respect to fire safety and prevention. • Services include administration and enforcement of fire safety legislation, provision of training and appointment of local assistants to the fire commissioner, provision of firefighter medals and awards, fire loss statistics collection, fire investigation, fire inspection, response to major fire emergencies such as the Provincial fire department, guidance to local governments on delivery of fire protection services, public fire prevention and safety education, and structure firefighter training standards. • The OFC works with the BC Wildfire Service, which helps to protect communities and other critical infrastructure during wildland urban interface fires.
<i>RoadSafetyBC</i>	<ul style="list-style-type: none"> • RoadSafetyBC is responsible for road safety in the province, working with our partners to help reach our goal of zero traffic fatalities and serious injuries. • The branch 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.

MINISTRY OF PUBLIC SAFETY AND SOLICITOR GENERAL CONTINUED...

DIVISION/BRANCH	TOPIC
RoadSafetyBC Continued...	<ul style="list-style-type: none"> • The Superintendent of Motor Vehicles is the administrative authority governing drivers and has authority to: <ul style="list-style-type: none"> ◦ Prohibit a person from driving a motor vehicle. ◦ Require a driver to take part in a program to improve their driving. ◦ Review and make decisions about sanctions, driving prohibitions and ICBC licensing decisions. ◦ Make sure B.C. drivers are medically fit to drive.
Policing and Security Branch	<ul style="list-style-type: none"> • The branch superintends and provides central oversight of B.C. policing and law enforcement by developing and administering policing policy, programs, and provincial standards. The branch ensures the adequate and effective delivery of policing throughout the province. • Security Programs Division administers the Criminal Record Review Program, Protection Order Registry, security screening for cannabis workers and retail applicants, and regulates the security industry, metal dealers and recyclers, pill presses, and armored vehicles / body armor. • The Policy, Legislation and Modernization Division develops and coordinates policies and legislative initiatives, and is the lead on diversity, mental health, and addiction issues in relation to policing. This Division is also the lead for policing modernization and coordinating responses to the report of the Special Committee on Reforming the <i>Police Act</i>. • Municipal Policing, Governance and Oversight Division is responsible for superintending, oversight and alignment of municipal police and their boards. The division also has responsibility for areas including provincial policing standards, compliance and training, crime data, police technologies, special police constable appointments and designation, and decriminalization. Additionally, the Community Safety Unit delivers a province-wide regulatory cannabis compliance and enforcement program to address the illegal sale and production of cannabis. • The Serious and Organized Crime Division is responsible for oversight and policy development in the areas of organized crime, gang violence and serious crime, as well as innovative crime prevention responses, such as Situation Tables. • The Indigenous, Core Policing, and Contract Management Division provides oversight of provincial, municipal, and Indigenous policing agreements, and works with Public Safety Canada in support of the First Nations Policing Program. The division also has responsibility for oversight of police model transitions.

MINISTRY OF PUBLIC SAFETY AND SOLICITOR GENERAL CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Policing and Security Branch Continued...</i>	<ul style="list-style-type: none"> • A Public Safety Transformation Taskforce is linked to the Policing and Security Branch with a focus on Policing and Public Safety Modernization, Next Generation 911, the Safer Communities Action Plan as well as justice and public safety related recommendation from the Cullen Commission of Inquiry into Money Laundering in British Columbia.

MINISTRY OF SOCIAL DEVELOPMENT AND POVERTY REDUCTION

DIVISION/BRANCH	TOPIC
<i>Accessibility Directorate</i>	<ul style="list-style-type: none"> • Providing cross-government advice and support to promote greater accessibility and inclusivity of policies and programs. • Implementation of the <i>Accessible British Columbia Act</i>, which seeks to identify, remove, and prevent barriers to inclusion experienced by people with disabilities. • Development of accessibility standards for service delivery and accessible employment. • Implementation of the <i>Accessible B.C. Regulation</i>, which requires local governments to implement an accessibility plan, accessibility committee, and an accessibility feedback tool. • Supports the Parliamentary Secretary for Accessibility. • Support for Ministerial Advisory Committees, including Registered Disability Savings Plan Action Group, and Provincial Accessibility Committee.
<i>Employment and Labour Market Services Division</i>	<ul style="list-style-type: none"> • WorkBC Employment Services is the largest network of employment providers in the province and supports all British Columbians seeking work regardless of where they live or employment barriers they may face. Services are delivered through 102 WorkBC Centres as well as through a strong online presence, accessible from anywhere in the province. Services include access to individualized employment counselling, job search resources, employment planning, skills training, financial supports, wage subsidy placements, assistive technology supports, apprentice services and more.

MINISTRY OF SOCIAL DEVELOPMENT AND POVERTY REDUCTION CONTINUED...

DIVISION/BRANCH	TOPIC
<p><i>Employment and Labour Market Services Division Continued...</i></p>	<ul style="list-style-type: none"> • WorkBC Community and Employer Partnerships (CEP) provide work experience and training opportunities in communities across B.C. to address local labour market issues. The CEP fund supports community-based initiatives to help individuals and the broader community. With the help of this fund, communities see positive social impacts, economic growth, and more employment opportunities for unemployed British Columbians. • To support recovery efforts, CEP is ensuring funding is accessible and equitably distributed throughout the province and prioritizing applications that: <ul style="list-style-type: none"> ◦ Create work experience and training opportunities to prepare job seekers for occupations that have a strong labour market outlook. ◦ Support an inclusive economic recovery in B.C. communities.
<p><i>Research, Innovation and Policy Division</i></p>	<ul style="list-style-type: none"> • Provides research, policy and legislation support to the ministry to deliver income and disability assistance to British Columbians most in need. • Leads development, evaluation, and implementation of the government's policies on income and disability assistance. • Leads government's work on Together BC, B.C.'s Poverty Reduction Strategy, and leads the ministry's work on mandate items regarding food security and period poverty. • Supports the Parliamentary Secretary for Community Development and Non-Profits. • Leads ministry intergovernmental relations related to social services, Indigenous policy and Declaration on the <i>Rights of Indigenous Peoples Act</i> accountabilities. • Provides reconsideration services for clients disputing eligibility decisions regarding income assistance, disability assistance and child care subsidy.

MINISTRY OF TOURISM, ARTS, CULTURE AND SPORT

DIVISION/BRANCH	TOPIC
<i>Arts and Culture</i>	<ul style="list-style-type: none"> • Supports the arts and culture sectors with funding, policy, and programs. • Administers grant programs for artists, creators, and non-profit arts and culture organizations. • Provides secretariat support and administration for the BC Arts Council. • Provides oversight, strategic direction, and corporate support for the Royal BC Museum. • Leads implementation of cultural infrastructure projects, including the Royal BC Museum Provincial Archives, Collections and Research Building, Chinese Canadian Museum, Canadians of South Asian Heritages Museum, provincial Filipino cultural center, as well as supporting the redevelopment of the Jewish Community Centre of Greater Vancouver, the Vancouver Art Gallery, and the Art Gallery of Greater Victoria.
<i>BC Athletic Commission</i>	<ul style="list-style-type: none"> • Legislation and regulatory oversight of professional boxing, kickboxing, and mixed martial arts, as well as all amateur combat sports.
<i>Creative Sector</i>	<ul style="list-style-type: none"> • Lead on cross-ministry and intergovernmental coordination, policy development and research to support the growth of B.C.'s creative sector (i.e., film, television, interactive digital media, music, and publishing) and work with industry stakeholders to maximize event opportunities including the 2025 JUNOs. Provides oversight and strategic direction for Creative BC and the Knowledge Network.
<i>Heritage</i>	<ul style="list-style-type: none"> • Provides advice and information on British Columbia's historic places, paleontological resources, and geographical names. Exercises regulatory authority and develops policy under the <i>Heritage Conservation Act</i> and the <i>Land Act</i> regarding the identification, formal recognition, commemoration, protection and celebration of heritage and fossil sites, management of provincial heritage sites and the management of the BC Register of Historic Places and the BC Geographical Names office.
<i>Mountain Resorts</i>	<ul style="list-style-type: none"> • Delivers a one window regulatory approach for resort development and community ski area administration and the review and authorization of expansions and new proposals on Crown land across the province. Evaluates phased development plans and conducts major project reviews through working with First Nations, public engagement, and community and stakeholder engagement. Provides advice and information on resort development policy and programs.

MINISTRY OF TOURISM, ARTS, CULTURE AND SPORT CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Amateur Sport</i>	<ul style="list-style-type: none"> Amateur sport contributes to the health and wellness of British Columbians and the vibrancy of communities. Funding is provided to support participation in organized sport as a way to lead active, healthy lives; facilitate the development of competitive athletes, coaches, officials, volunteers and sport administrators; and support the social and economic development of communities throughout British Columbia through event hosting. Provides oversight and strategic direction to viaSport and the BC Games Society as well as funding support to the Indigenous Sport, Physical Activity and Recreation Council.
<i>Marquee Sports</i>	<ul style="list-style-type: none"> The Marquee Sport Branch is responsible for maximizing the power of marquee sport events to ensure positive long term social and economic impacts for the province. This includes provincial oversight of the planning and delivery of marquee sports events which the province is investing, such as the 2024 Grey Cup, 2025 Invictus Games and FIFA World Cup 2026™. This branch works with multiple stakeholders, event rights holders and all levels of government to ensure successful event delivery in our province.
<i>Tourism</i>	<ul style="list-style-type: none"> The Tourism Branch is responsible for providing policy expertise, programs, destination development and strategic engagement to support success of the B.C. tourism sector; manages the Resort Municipality Initiative (RMI), Tourism Event Program. Jointly administers the Municipal Regional District Tax program (MRDT) with Ministry of Finance and Destination BC. Provides oversight of Destination BC (tourism marketing) and BC Pavilion Corporation (BC Place and Vancouver Convention Centre) and leads development and implementation of provincial tourism framework.

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE

DIVISION/BRANCH	TOPIC
<p><i>Highways and Regional Services Division</i></p>	<ul style="list-style-type: none"> • The Highways and Regional Services Division is responsible for: <ul style="list-style-type: none"> ◦ Developing, maintaining, and operating safe, secure provincial and regional transportation networks. ◦ Leading the ministry in provincial issue management, emergency response and preservation of transportation infrastructure. ◦ Promoting compliance of safety regulations within the transport sector, with the goal of increasing road safety and protecting public health, the environment, and transportation infrastructure. ◦ Planning and delivering rehabilitation and capital projects in the region. ◦ Fostering partnerships and delivering on commitments with First Nations and Indigenous communities. ◦ Supporting provincial economic growth through regional work and development services. ◦ Implementing sustainable, resilient, and innovative transportation solutions. • The division, through their Commercial Vehicle Safety Enforcement (CVSE) program, also: Regulates and manages commercial vehicle activities on the provincial highway network and aligns requirements with neighboring provinces to ensure the safe and efficient movement of goods within B.C. and beyond. • This division also includes the Passenger Transportation Branch, which regulates commercial passenger vehicles including taxis, ride hailing companies, limousines, charter, and inter-city (scheduled) buses, in accordance with the <i>Passenger Transportation Act</i>.

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE CONTINUED...

DIVISION/BRANCH	TOPIC
<p><i>Integrated Transportation and Infrastructure Services Division</i></p>	<ul style="list-style-type: none"> • Integrated Transportation and Infrastructure Services Division develops and promotes a world class transportation network through innovation and collaboration. • The division oversees aspects of strategic planning, capital programming, engineering, land management and major project delivery for the ministry. • The division is also the primary interface between the government and two Crown Corporations: BC Rail and Transportation Investment Corporation (TI Corp). • The division's key functions include: <ul style="list-style-type: none"> ◦ Integrated Transportation Planning. ◦ Goods Movement. ◦ Properties and Land Management. ◦ Transit Oriented Development and Land Value Capture. ◦ Major project policy and delivery including the TI Corp relationship. ◦ Engineering and Technical Services. ◦ Engineering Standards.
<p><i>Policy, Programs and Partnerships Division</i></p>	<ul style="list-style-type: none"> • The Policy, Programs, and Partnerships Division is responsible for all aspects of strategic transportation policy and legislation, including transit, ferries, passenger vehicles, passenger directed services, active transportation, rail safety, airports, rural, remote and intercity transportation, emerging transportation technology, and the <i>Motor Vehicle Act</i>. • In addition: <ul style="list-style-type: none"> ◦ The division administers a number of grant programs to support the transportation sector and services, including passenger accessibility, airports, and active transportation. ◦ Manages the relationship with transportation service delivery partners including BC Transit, TransLink, BC Ferries, ride hail, taxi, inland ferry operators, airlines, etc. ◦ Inter-governmental relations. ◦ Leads the ministry's participation in CleanBC and climate change initiatives.

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE CONTINUED...

DIVISION/BRANCH	TOPIC
<i>Strategic and Corporate Priorities Division</i>	<ul style="list-style-type: none"> • The Strategic and Corporate Priorities Division is responsible for leading a wide range of strategic cross-ministry and corporate initiatives. • The division leads and supports cross-ministry and cross-government services and programs including: <ul style="list-style-type: none"> ◦ Coordinating the delivery of the ministry's strategic plan and ministry specific commitments under the <i>Declaration on the Rights of Indigenous Peoples Act</i>. ◦ Leading the ministry's Journey Toward Reconciliation, GBA+ and diversity, equity, and inclusion work, and is responsible for leading the development and implementation of the ministry's People Plan and Digital Strategy. ◦ Delivering culture and engagement programs and leading the ministry's corporate communications strategies. • The division also delivers information management, privacy, security and digital services in partnership with our clients.

MINISTRY OF WATER, LAND AND RESOURCE STEWARDSHIP

DIVISION/BRANCH	TOPIC
<i>Land Use Planning and Cumulative Effects</i>	<ul style="list-style-type: none"> • Responsible for leading B.C.'s land stewardship strategies, supported by science and knowledge, that promote and guide the province's goals for reconciliation with First Nations. • Responsible for delivering the following programs: <ul style="list-style-type: none"> ◦ Modernized Land Use Planning delivered in partnership with First Nations. ◦ Collaborative Indigenous Stewardship Framework. ◦ Cumulative Effects Framework. ◦ Recommendations within the Old Growth Report, including ecosystem health and biodiversity. ◦ Regional Management Committees.

MINISTRY OF WATER, LAND AND RESOURCE STEWARDSHIP

DIVISION/BRANCH	TOPIC
<p><i>Water, Fisheries and Coast</i></p>	<ul style="list-style-type: none"> • The Water, Fisheries and Coast Division brings together program areas responsible for the Watershed Security Strategy and implementation, Water Management, Wild Salmon Strategy, and Coastal Marine Planning. • It works to support functioning and resilient marine, aquatic, and coastal ecosystems that support a diversity of economic activities and provide the foundation for vibrant and thriving coastal communities and cultures. • The division provides provincial leadership on water and coordinates government’s strategy on ‘source to tap’ drinking water protection. It is also responsible for watershed-related strategic planning, policy, science, assessments and analysis tools for B.C., as well supporting the use of water governance and planning tools in the <i>Water Sustainability Act</i> (e.g., water sustainability plans and water objectives). This work is collaborative by design and will include First Nations, local governments, and other interested parties. • B.C. and for setting objectives for water quality and sustainability. • The division leads the implementation of the <i>Water Sustainability Act</i> and other water related legislation and regulations as it pertains to the management of water allocation, dam safety and flood safety with a focus on public safety and resiliency of the environment. It also leads on policy, planning and supports in relation to water-related hazards such as flood and drought for the province. • The division supports restoration and rebuilding of wild fish populations and provides leadership for aquatic habitat policy and restoration. It also sets fisheries and aquaculture policy, develops new strategies to protect and revitalize B.C.’s wild salmon populations, and is the provincial lead for interfacing with Fisheries and Oceans Canada (DFO). • Is the Statutory Decision Maker (SDM) under the <i>Wildlife Act</i> for BC’s recreational freshwater fisheries as well as administration of the <i>Riparian Areas Protection Act</i>. • Leads prevention and provincial response to aquatic invasives. • In natural disaster response, leads actions and direction to protect or recover aquatic ecosystems and the aquatic/fish species that rely on them. • The division is the provincial hub for marine and coastal policy, planning, and science providing expertise to drive development and implementation of strategic and operational policies and plans that lead the way on collaborative decision-making with First Nations and Canada.

MINISTRY OF WATER, LAND AND RESOURCE STEWARDSHIP CONTINUED...

DIVISION/BRANCH	TOPIC
<p><i>Reconciliation, Lands and Natural Resource Policy</i></p>	<ul style="list-style-type: none"> • This Division provides leadership in developing a “roadmap” for the natural resource sector to support the effective operationalization and implementation of the <i>Declaration on the Rights of Indigenous Peoples Act</i>. • Lands Branch works closely with the Permitting Authorizations division to provide operational policy support for implementation of <i>Land Act</i> tenures and transfers. Lands Branch is also responsible for the Crown Land Registry, the record of all Crown land transactions, and provides legislative and policy support for the <i>Land Title Act</i> and other private land legislation. • The Crown Land Opportunities and Restoration consists of the Crown Land Opportunities Program (CLO) and the Crown Contaminated Sites Program (CCSP). CLO provides a centre of excellence for priority Crown land sales and transfers in support of Ministry goals such as reconciliation and housing. CCSP is the lead agency for the remediation of prioritized, high-risk contaminated sites on vacant Crown land. • First Nation Land Transfers branch: supports negotiations as partner to the Ministry of Indigenous Relations and Reconciliation and leads the implementation of agreements committing to the transfer of land to First Nations.
<p><i>Permitting Transformation Division</i></p>	<ul style="list-style-type: none"> • The division covers the entire province of British Columbia and activities that occur across the land base including water and land authorizations and monitoring, Indigenous consultation, and major projects authorizations. • Regional offices provide client access to natural resource authorizations expertise and supports through Front Counter BC. • The division also holds responsibility for the Housing Action Taskforce to support provincial housing authorizations, as well as delivery of Connectivity permits and the Call for Power Projects through BC Hydro. • Additional prioritization is on advancing the necessary strategic, policy, process and technology work required to transform and shift permitting across the Ministry of Water, Land and Resource Stewardship (WLRS) and the Natural Resource Ministries as a whole.

MINISTRY OF WATER, LAND AND RESOURCE STEWARDSHIP CONTINUED...

DIVISION/BRANCH	TOPIC
<p><i>Natural Resource Information and Digital Services (NRIDS)</i></p>	<ul style="list-style-type: none"> • Provides essential Information Management (IM) services by way of the creation, maintenance, and publication of foundational datasets and geospatial information – this also includes operation of the provincial aerial imagery and LiDAR programs, maintenance of land survey monumentation and data, and species and ecosystems information. This work provides essential context and intelligence to support decision making across the Natural Resource Ministries (NRM) and beyond. The Digital Road Atlas (DRA) program provides GIS business processes that support BC’s current 9-1-1 requirements. For the implementation of Next Generation 9-1-1 (NG9-1-1), NRIDS is advocating for improved public access to high quality geospatial data that delivers the broadest and best use as a strategic asset. The IM offerings include ready-made, authoritative, spatial information about the shape, landscape, environment, and condition of B.C. as well as offering on-demand custom analysis, visualization, and mapping products for the NRM.
<p><i>Resource Stewardship Division</i></p>	<ul style="list-style-type: none"> • The division is responsible for the Together for Wildlife Strategy, wildlife policy regulations and allocation, ecosystem health and biodiversity, conservation of wildlife and habitat and economic diversity and sustainability, fish and wildlife angling and hunting opportunities, Tripartite Agreement of Nature Conservation (implementation planning and fund coordination), the draft Biodiversity and Ecosystem Health Framework and advancing wildlife co-management with First Nations and partnerships to support shared stewardship of wildlife. • Responsible for delivering the following core programs: <ul style="list-style-type: none"> ◦ Wildlife Management. ◦ <i>Wildlife Act</i> and its regulation and policy framework. ◦ Fish and Wildlife Population Assessment and Decision Support. ◦ Regional Action Planning for fish and wildlife stewardship and Management. ◦ First Nations Partnerships and Co-management. ◦ Biodiversity Conservation Science and Research. ◦ Species at Risk Recovery and Implementation. ◦ Invasive Aquatic and Terrestrial Species Management. ◦ Species at Risk Recovery and the Provincial Caribou Recovery Program.

PROVINCIAL AGENCIES, COMMISSIONS, AND CORPORATIONS AVAILABLE DURING THE UBCM 2024 CONVENTION

MACC	TOPIC
<i>Agriculture Land Commission</i>	<ul style="list-style-type: none"> 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.
<i>BC Emergency Health Services (BCEHS)</i>	<ul style="list-style-type: none"> As part of the Provincial Health Services Authority, BCEHS governs the emergency medical services system in B.C. and provides pre-hospital emergency and inter-facility patient transfer services. BCEHS paramedics, emergency medical call takers and dispatch staff provide pre-hospital emergency care and medically necessary transport (ground and air ambulances) for British Columbians. BCEHS also oversees patient inter-facility transfers in the province, working with health authorities to coordinate the transfer of acute and critically ill patients to an appropriate level of care both within and outside of B.C. Members of the BCEHS executive team look forward to participating in productive and engaging sessions with municipal leaders.
<i>BC Energy Regulator</i>	<ul style="list-style-type: none"> The British Columbia Energy Regulator oversees the full life cycle of energy resource activities in B.C. from site planning to restoration. This includes oil, gas, geothermal, hydrogen, ammonia, and methanol. We look forward to addressing any questions you may have on our regulatory oversight.
<i>BC Housing</i>	<ul style="list-style-type: none"> 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.

PROVINCIAL AGENCIES, COMMISSIONS, AND CORPORATIONS AVAILABLE DURING THE UBCM 2024 CONVENTION CONTINUED....

MACC	TOPIC
<i>BC Hydro</i>	<ul style="list-style-type: none"> BC Hydro’s mission is to safely provide our customers with reliable, affordable, clean electricity. Our vision celebrates our clean energy advantage and our environmental stewardship role in B.C. Sustainability is about making the best choices with available resources, which means leveraging our clean electricity for all British Columbians. BC Hydro’s Community Relations staff look forward to addressing any questions that you may have related to our operations.
<i>BC Transit</i>	<ul style="list-style-type: none"> From small towns to large urban centres outside of Metro Vancouver, BC Transit delivers safe, reliable, customer focused transportation services you can rely on. 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 meeting request.
<i>Insurance Corporation of British Columbia (ICBC)</i>	<ul style="list-style-type: none"> ICBC provides universal compulsory auto insurance (basic insurance) to drivers in British Columbia, with rates regulated by the British Columbia Utilities Commission (BCUC) and sells optional auto insurance in a competitive marketplace. 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. ICBC invests in road safety and loss management programs to reduce traffic-related deaths, injuries and crashes, auto crime and fraud. In addition, provides 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 at the Convention who would be pleased to discuss or meet on any issues related to ICBC’s operations.

PROVINCIAL AGENCIES, COMMISSIONS, AND CORPORATIONS AVAILABLE DURING THE UBCM 2024 CONVENTION CONTINUED....

MACC	TOPIC
<p><i>Office of the Seniors Advocate (OSA)</i></p>	<ul style="list-style-type: none"> OSA monitors and analyzes seniors' services and issues in B.C. and makes recommendations to government and service providers to address systemic issues. The Office also provides information and referrals for individuals who are navigating seniors services and tracks their concerns, which helps inform future work. The services which the Office monitors are in five key areas: health care, housing, income supports, community supports and transportation. The Office collaborates with service providers, government, and health authorities to improve effectiveness, efficiency, and outcomes for seniors.
<p><i>The Land Title and Survey Authority of British Columbia (LTSA)</i></p>	<ul style="list-style-type: none"> LTSA is a statutory corporation responsible for operating BC's land title and survey systems and the Land Owner Transparency Registry (LOTR). LTSA processes over seven million online transactions annually and provides land information and datasets to the province, local governments, and other public agencies. The services include mapped databases such as ParcelMap BC and AUTOPROP. ParcelMap BC is the current, complete, and trusted mapped representation of titled and Crown land parcels across British Columbia, considered to be the point of truth for the graphical representation of property boundaries.

PROVINCIAL AGENCIES, COMMISSIONS, AND CORPORATIONS AVAILABLE DURING THE UBCM 2024 CONVENTION CONTINUED....

MACC	TOPIC
<p><i>Police Victim Services British Columbia (PVSBC)</i></p>	<ul style="list-style-type: none"> • Police Victim Services of British Columbia Society (PVSBC) is the B.C. registered not for profit charity membership organization mandated to be the primary advocate for all (95+) police-based victim service (PBVS) organizations within the province. • PBVS local organizations are physically embedded with the municipal or RCMP detachment delivering ongoing police-based victim services to the citizens of each community. • Our Vision is - All victims of crime and trauma across B.C. receive compassionate, professional, and consistent services. • PVSBC advocates, represents, lobbies, and communicates with members, partners and stakeholders on the development and delivery of PVSBC trauma informed programs, baseline, and advanced training, professional development, and member support programs. • Funding is provided by the provincial and federal governments, with additional resources from corporate and individual contributions, sponsorships, and program revenues. • PVSBC will have staff present at the Convention to engage Delegates in any issue related to the delivery of police-based victim services as well as the linkage to police and other local partner/stakeholders within their community.
<p><i>Royal Canadian Mounted Police (RCMP)</i></p>	<ul style="list-style-type: none"> • The Royal Canadian Mounted Police (RCMP), Canada's national police force, provides policing services to most of British Columbia, including 150 municipalities. These services include, but are not limited to, uniformed patrols, response to calls for service, investigative services, community-based policing and traffic enforcement. Additionally, the BC RCMP is part of a number of integrated teams operating throughout the province who provide specialized police services to British Columbians. The BC RCMP values ongoing collaboration and meaningful communication with our partners. Representatives of the BC RCMP's Senior Management Team look forward to hearing your feedback and answer any questions you may have about its services so that we can work together towards our common goal of providing your community with a professional, efficient, and effective police service.

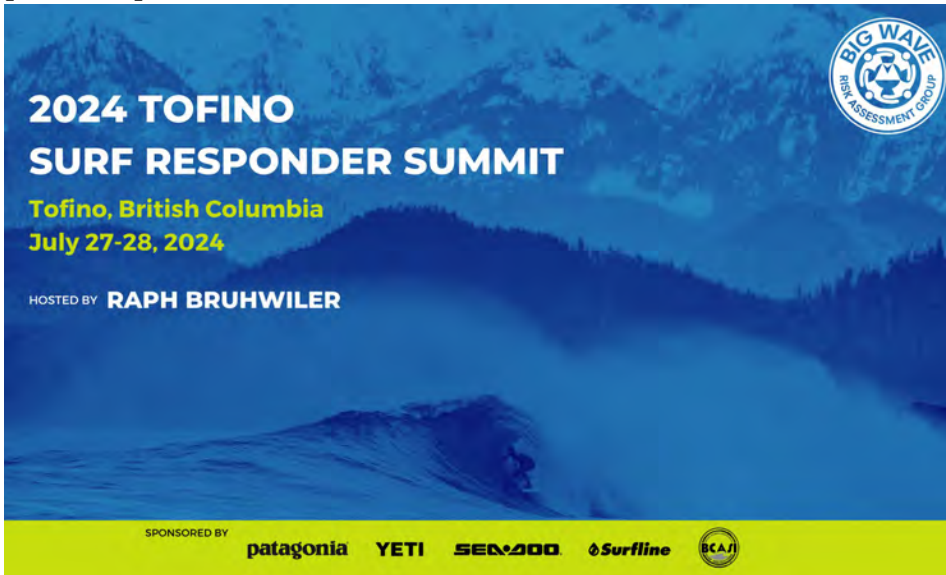


Ministry of
Municipal Affairs



From: [Zach Dilonno](#)
To: [Info Ucluelet](#)
Cc: [REDACTED]
Subject: Big Wave Risk Assessment Group to hold Surf Safety Training in Tofino (District of Ucluelet)
Date: May 22, 2024 3:10:05 PM
Attachments: [image.png](#)
[Outlook-ib33vu1t.png](#)

[External]



Aloha!

My name is Zach Dilonno and I'm the Managing Director of the Big Wave Risk Assessment Group (BWRAG). [REDACTED], board member of the nonprofit British Columbia Association of Surfing Instructors ("BCASI") shared your contact information. I'd like to share with you that we're planning on holding BWRAG's first-ever Surf Responder Summit in Tofino on July 27-28, 2024 in partnership with Raph Bruhwiler and BCASI. We would love for you to consider supporting this community training.

A brief background about our organization: [BWRAG](#) is a world-renowned surf safety education and training organization from Hawai'i that educates and trains surfers and ocean athletes in ocean risk management and surf rescue education and training. Simply stated, our mission is to teach surfers how to save the lives of others and their own when emergencies strike in the surf lineup. BWRAG offers a spectrum of training programs for participants ranging from novice recreational wave riders, professional big-wave surfers, ocean rescue teams, and special operations military teams, tailoring instruction to meet students at their respective levels. Our organization is led by world-renowned, legendary Hawaiian waterman Brian Keaulana, Kohl Christensen, Greg Long, Mark Healey, Andrea Moller, Paige Alms, and many more.

I'm reaching out to you to see if the District of Ucluelet would be interested in being a sponsor of this important community event and helping us promote it to the community. The Summit will invite surfers, ocean athletes, water safety professionals, and government personnel - male and female, of all ages and abilities - from the local community to refine their safety knowledge, learn CPR, and basic life-saving medical interventions, conduct in-water training, and discuss issues affecting safety in the ocean arena. Our Summit would be a two-day training that includes both classroom and in-water training, covering topics in ocean safety and surf preparedness including Ocean Risk Management, CPR, First-Aid & Medical Interventions, Spot Analysis, Emergency Action Planning, Mindful Breathing & Energy Management, Safety Equipment, and Water Rescue (click [here](#) to see our curriculum). We anticipate attendance in the range of 60-75 individuals, both local and out-of-state. In the absence of a public lifeguard program in Tofino, we believe this training will profoundly impact the ever-expanding surf

community and work towards Tofino's communal effort of ensuring that everyone who enters the ocean safely returns home.

I invite you to watch our origin story called "[Connected by Water](#)" produced by Patagonia, which illustrates the breadth and impact of our training.

I would love the opportunity to speak with you about ways that the District of Ucluelet and BWRAG can collaborate to produce this highly-anticipated training. I greatly appreciate your time and look forward to hearing from you.

Mahalo nui loa,

Zach Dilonno

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Zachary M. Dilonno, J.D. | Managing Director & General Counsel | **Big Wave Risk Assessment Group**
Mobile: +1 (808) 634-6367 | Email: zach@bwrag.com | Web: www.bwrag.com | IG: [@b.w.r.a.g](https://www.instagram.com/b.w.r.a.g)