



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING AGENDA
June 18, 2024 - 7:00 PM
COUNCIL CHAMBERS**

The Village of Sayward respectfully acknowledges that the land we gather on is on the unceded territory of the K'ómoks First Nation, the traditional keepers of this land.

1. Call to Order

2. Public Input (Maximum of 2 minutes per speaker, 15 minutes total)

Mayor: "Public input is for the purpose of permitting people in the gallery to provide feedback and shall be no longer than 15 minutes unless approved by majority vote of Council; each speaker may provide respectful comment on any topic they deem appropriate and not necessarily on the topics on the agenda of the meeting. Each speaker may not speak for longer than 2 minutes but may have a second opportunity if time permits. Each speaker must not be allowed to speak regarding a bylaw in respect of which a public hearing has been held. For the record, please state your name and address."

3. Introduction of Late Items

4. Approval of Agenda

Recommended Resolution:

THAT the agenda for the Regular Meeting of Council for June 18, 2024, be approved.

5. Minutes of Previous Meetings - None

6. Petitions and Delegations

- a) Maureen Haslehurst RE: Petition Insight and Additional Information

7. Correspondence

- a) Petition to Council RE: Council's consideration of new appointments and their alternatives for the SRD, CSRHD, CSWM, Vancouver Island Regional Library Board, and the Mid Island Forestry Land's Advisory Group.

Recommended Resolution:

THAT correspondence a) be received.

8. Council Reports

- a) Review/Discussion of policy (or lack of) for recording meetings, in camera meetings, secure storage, and access by council - Councillor Burchett
- b) Review/Discussion of Public Question Period Policy - Councillor Burchett

- c) Review/Discussion of Public access to live meetings - Councillor Burchett
- d) Discussion for added security measures and additional cameras and microphones for safe and productive council meetings - Councillor Burchett
- e) Add sign in sheet for attendees to public meetings for security concerns - Councillor Burchett
- f) Update on audit report - Councillor Burchett
- g) Staff report on Village of Sayward policy on reimbursement timelines for expenditures - Councillor Burchett

9. Reports of Committees - None

10. Mayor's Report – None

11. Unfinished Business

a) Council Appointments 2024 – Keir Gervais, CAO

Recommended Resolutions:

THAT Council receive the Council Appointment Schedule 2024 report for information and discussion; and,

THAT Council appoint _____ as the Village of Sayward representative to the SRD Board; and,

THAT Council appoint _____ as the Village of Sayward representative to the CSRHD Committee; and,

THAT Council appoint _____ as the Village of Sayward representative to the CSWM Committee; and,

THAT Council appoint _____ as the Village of Sayward representative and _____ alternate representative to the Vancouver Island Regional Library Board; and,

THAT Council appoint _____ as the Village of Sayward alternate representative to the Mid Island Forestry Lands Advisory Group CSRHD Committee; and,

THAT staff be directed to inform the various organizations of the appointments as soon as possible, and where applicable work with the various organizations towards a smooth transition for the representatives into their new roles.

b) Provincial Meeting Requests at 2024 UBCM Convention – Keir Gervais, CAO

Recommended Resolutions:

THAT the Provincial Meeting Requests at 2023 UBCM Convention report be received for information and discussion, and;

THAT Council provide further direction to Staff with respect to requesting provincial meetings at the upcoming 2024 UBCM Convention.

12. Staff Reports

a) UPDATE: Emergency Water Treatment Plant Repair – Keir Gervais, CAO

Recommended Resolutions:

THAT the UPDATE: Emergency Water Treatment Plant Repair report be received for information.

b) Authorization of Signing Authorities – Keir Gervais, CAO

Recommended Resolutions:

THAT Council resolves to remove Thomas Tinsley and add Councillor/Deputy Mayor Sue Poulsen as signing authority in regard to all banking, investment and financial transactions, as required.

13. Emergency Services/Public Works/Recreation Department Reports - None

14. Bylaws

a) Zoning Amendment Bylaw No. 504, 2023

Recommended Resolution:

THAT Zoning Amendment Bylaw No. 504, 2023 be given fourth and final reading.

15. New Business - None

16. Public Question Period (maximum 15 minutes)

Mayor: “The purpose of the public question period is to enable citizens to ask questions of Council about issues that are important to the citizen asking the question. Speakers are asked to limit their questions to one each and, if time permits after everyone has had an opportunity to ask questions, speakers may ask a second question. Citizens will be asked to state their name and address.”

17. In Camera - None

18. Adjournment



REQUEST TO APPEAR AS DELEGATION

Delegates are individuals or group representatives that are formally included on a Regular Council or Committee of the Whole meeting agenda, generally to:

- Initiate discussion on a matter of broad community interest that falls within municipal jurisdiction
- Bring Council up to date on a project, idea, or concept
- Make a specific request of Council

Deadlines: Delegation Requests and ALL supporting documentation & written background material must be submitted no later than 12:00 p.m. on the Wednesday prior to the meeting at which Council will hear the delegation.

PowerPoint presentations, if applicable, must be submitted to Corporate Officer by 12:00 p.m. on the day of the meeting.

Confirmation: Delegations are not confirmed until you are contacted by Village staff to confirm your place on the agenda.

Meeting Format: A maximum of two (2) public delegations are permitted per Regular Council meeting.

Each delegation to a Regular Council meeting is permitted ten (10) minutes to present, followed by an opportunity for Council questions.

Name of delegate(s) and title, if applicable: Maureen Haslehurst

Organization Name, if applicable: N/A

Meeting date requested: June 18 2024

See <https://www.sayward.ca/government-bylaws/council-meetings> for schedule of upcoming meetings

Z:\WORKING FILES\COUNCIL\Request to Appear as Delegation Form.docx

Suggested title of presentation: Petition Insight and Additional Information

Topic of discussion: Recent Petition presented to Sayward Village Council on June 4 2024. I will discuss relevance of numbers, Impact to villagers of decisions being made, SRD best practices and a call to action.

Please be specific and provide details. Additional information can be emailed to village@saywardvalley.ca with the DELEGATION INFORMATION and DELEGATION DATE in the subject line.

Purpose of presentation:

- XX ☐ Provide information only
XX ☐ Make a specific request of Council

Details of Council request, if applicable:

I will ask council to recognize the sentiment and request of the petition and postpone appointments to the various boards until a date following the byelection.

Do you wish to make a PowerPoint presentation?
See "deadlines" section on page 1 of this form.

Yes No
☐ XX ☐

Do you wish to provide written background material to Council in advance? See "deadlines" section on page 1 of this form.

Yes No
☐ XX ☐

Contact Person: Maureen Haslehurst

Phone Number: 778-992-0032

Email :maureenhaslehurst@gmail.com

Personal information on this form is collected under the authority of the Community Charter and Local Government Act for the purposes of administering delegations to Village of Sayward Council meetings. Names and other personal information may only be used and disclosed as provided in the Freedom of Information and Protection of Privacy Act. Questions about the collection and release of your personal information can be directed to the Corporate Officer.

To the Mayor and councillors of the Village of Sayward

The petition of the undersigned, the eligible electors of Sayward, states that: Council is currently considering new appointments and their alternatives, for the SRD, CSRHD, CSWM, Vancouver Island Regional Library Board and the Mid Island Forestry Land's Advisory Group. As the electors of the municipal government of Sayward, through no fault of our own we are currently underrepresented by the two remaining councillors who received the fewest votes in the last election. Their actions, specifically, a decision to change the current representative at the SRD will disrupt the goodwill he has garnered and could put at risk financial benefits to the village.

Your petitioners respectfully request that these appointments be added for consideration to your agenda on a date following the July 20, 2024 byelection when the decisions made will be more representative of the electors and taxpayers.

Dated 28th day of May, 2024

**First and Last Name
(printed)**

Address (printed)

Signature

Debbie Coates	211 611 MACMILLAN	D Coates
MICHAEL COATES	211 611 MACMILLAN	M Coates
LIZ CONWAY	301-611 McMillan	Liz
LISA O'BRIEN	208-611 McMillan	L.O.B.
Michael? Johnson	20-6-611 McMillan	MZ
NORM KRSENER	250 Kelseyway	NK
Paul Kerschner	250 Kelseyway	P
Rosemary Clark	211 Ambleside	R Clark
Justine Lowgood	160 Dyer Dr.	J
LINDA NEWMAN	311 Macmillan	L Newman
NORM HOWELL	311 MACMILLAN	N Howell



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Dated 28th day of May, 2024

First and Last Name (printed)	Address (printed)	Signature
Stephen Haskhurst	520 MacMillan Dr Sayward BC V0P1R0	
Maureen Haskhurst	528 MacMillan Dr Sayward, BC V0P1R0	
Karen Tinsley	531 Macmillan Drive Sayward, BC V0P1R0	Karen Tinsley



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**First and Last Name
(printed)**

Address (printed)

Signature

Jessica Bennett 210 sayward Hts
Dan MacIntyre 29 MacMillan
Amanda McCallum 210 Sagerer Hts

[Handwritten signatures]



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**First and Last Name
(printed)**

Address (printed)

Signature

DARRYL LYONS

291 AMBLE SIDE

[Signature]

JACALYEN M. LYONS

291 AMBLE SIDE DR.

[Signature]



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Dated 29th day of May, 2024

First and Last Name
(printed)

Address (printed)

Signature

LEE ETTINGER	220 SAYWARD HTS SAYWARD VOPRO	<i>Lee Ettinger</i>
ROCK ALLCROFT	210 KELSEY WAY SAYWARD	<i>Rock Allcroft</i>
TRACEY ALLCROFT	"	<i>Tracey Allcroft</i>
JAN BAKKER	220 KELSEY WAY	<i>Jan Bakker</i>
Irene Callaghan	230 KELSEY WAY	<i>Irene Callaghan</i>
Dan Callaghan	230 KELSEY WAY	<i>Dan Callaghan</i>
PHIL RHODES	260 " "	<i>Phil Rhodes</i>
SANDI OSTERING	120 DYER DR.	<i>Sandi Ostering</i>
James Derhousoff	120 " "	<i>James Derhousoff</i>

RECEIVED

JUN 04 2024

To the Mayor and councillors of the Village of Sayward

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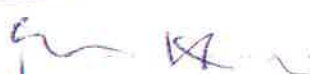
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Dated 29th day of May, 2024

**First and Last Name
(printed)**

Address (printed)

Signature

Laura Yeomans	401 Macmillan Drive Sayward	
Evan Yeomans	401 Macmillan Drive Sayward	
B. Vico	500 Macmillan Drive Sayward	
CHRIS HERLIES	743 SAYWARD RD	
Kyle Sproot	240 Spar street	
Monica Priesen	203 Spar Street	

RECEIVED

JUN 04 2024

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Dated 29th day of May, 2024

First and Last Name (printed)	Address (printed)	Signature
Jim MEAHE	22 1 Sayward	[Signature]
Ivy MAXIMITCH	480 MacMillan Dr	[Signature]
GORD MAXIMITCH	480 MacMillan Dr.	[Signature]
Richard Osborne	471 MacMillan Dr.	[Signature]
Jud M. Malinski	431 MacMillan Dr	[Signature]
MARY MALINSKI	431 MacMillan Dr	[Signature]
Sheila Palmer	421 MacMillan Dr	[Signature]
Pauline Govaert	430 MACMILLAN DR	[Signature]
Janett Hoare	161 Balsam St	[Signature]
Neil Rae	160 Balsam St	[Signature]
Barb Rae	160 Balsam St.	[Signature]



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Dated 30th day of May, 2024

First and Last Name
(printed)

Address (printed)

Signature

Dan Fear

#23 Sayward Rd

[Signature]

Barb Bowbrick

77 Kelsey lane

B. Bowbrick

Art Bowbrick

77 Kelsey lane

Art Bowbrick

Pat Hansen

151 Balsam St

Pat H.

JOHN HANSON

151 BALSAM ST.

[Signature]

LAWRENCE LYLE

102-611 MACMILLAN DRIVE

Joanna Studer

#308-611 Macmillan Dr.

Joanna Studer

Russ Fraser

308-611 MACMILLAN

R. Fraser

Connie Shane

823 Sayward Rd.

Connie Shane

ROBERT MARRS

837 " "

R. Marrs

ANNE MARRS

837 SAYWARD

A. Marrs



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Dated 31st day of May, 2024

First and Last Name
(printed)

Address (printed)

Signature

Chris Isbill

221 Ambleside Drive

Chris Isbill

Christina Isbill

221 Ambleside Dr.

Christina Isbill

KEVIN MARSH

772 Sayward Rd

Kevin Marsh

Gloria Robson

753 Sayward Rd

Gloria Robson

Doreen Brown

757 Sayward

Doreen Brown

Megan Hersules

743 Sayward RD

Megan Hersules

Tyson Tilley

714 Sayward

Tyson Tilley

Trent Tilley

714 Sayward Rd

Trent Tilley

Jonathan Teague

550 MacMillan Dr

Jonathan Teague

Cheryl Clay

460 MacMillan Dr

Cheryl Clay

Martin Carlson

460 MacMillan Dr

Martin Carlson



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Dated 31ST day of May, 2024

**First and Last Name
(printed)**

Address (printed)

Signature

JOHN MCARTHY 521- Mac Millan

JUDY MCARTHY 521- Mac Millan

Leslie Saunders 411 Macmillan Drive

JOHN GOVAERT 430 MACMILLAN DR.

TIM ELFORD 561 MACMILLAN

Bill Robson 201 Spar St

Quinn Melles 231 Spar St

Terry Kluytmans 440 MacMillan

[Handwritten signatures for each name listed in the table]

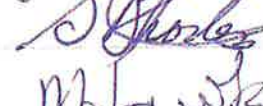


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Dated 31ST day of May, 2024

First and Last Name (printed)	Address (printed)	Signature
Gregory Sidora K	230 Spar St VORIKO	
LISA RHODES	341 SPAR ST.	
GORD RHODES	"	
Melanie Hawks	290 Ambleside	M Hawks
Melanie Jeffs	550 MacMillan	M Jeffs
GORDON BRIGGS	511 MacMillan	
Diane Mason	501 MacMillan	
Brenna Robson	201 Spar St	Brenna Robson
Harvey Foos	611 Macmillan	Harvey Foos
Elena Pchen	611 Macmillan	Pchen
LORRAINE GOSH	190 KELSEY WAY	



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Dated 31st day of May, 2024.

First and Last Name (printed)	Address (printed)	Signature
VALENTINE, BETTE	151 HEMLOCK SAYWARD	Bette Valentine
VALENTINE PAUL	151 HEMLOCK	Paul Valentine
Wood, Jason	150 Hemlock	Jason Wood
Duck, Sharlene	150 Hemlock	Duck
Marilyn Barry	140 Hemlock St.	M. Barry
Bill Barry	140 Hemlock St.	Bill Barry
Kayley Clark	211 Ambleside	Kayley Clark
Trevor Torgerson	211 Ambleside	Trevor Torgerson
TERRY VINCENT	201 - AMBLESIDE	Terry Vincent
Glen March	161 Hemlock St	Glen March
Julie March	161 Hemlock St	Julie March



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Your petitioners respectfully request that these appointments be added for consideration to your agenda on a date following the July 20, 2024 byelection when the decisions made will be more representative of the electors and taxpayers.

Dated 1ST day of JUNE, 2024

First and Last Name
(printed)

Address (printed)

Signature

GARRY MCKAY	220 AMBLESIDE	Garry McKay
Debra McKay	220 Ambleside	Debra McKay
BONITA YIP	201-611 MacMillan Dr.	B. Yip
BILL HARRISON	201-611 MacMillan Dr.	Bill Harrison
GARY POWELL	307-611 MacMillan Dr.	Gary Powell
MELISSA HOLMES	108-611 MacMillan	M. Holmes
Adam Holmes	108-611 MacMillan	Adam Holmes
MIKE MARRS H	210-611 MacMillan	Mike Marrs H
KEW TAYLOR	240-Kelsey	Kew Taylor
ORWE SIMENON	220-KELSEY	Orwe Simenon
Linda Fear	23 Sayward Road	L. Fear



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Your petitioners respectfully request that these appointments be added for consideration to your agenda on a date following the July 20, 2024 byelection when the decisions made will be more representative of the electors and taxpayers.

Dated 26 day of May, 2024

**First and Last Name
(printed)**

Address (printed)

Signature

William Ives
Reggie Hood

121 Seaview St

121 Seaview St

W Ives

R Hood

RECEIVED

JUN 11 2024



STAFF REPORT

To: Mayor and Council
From: Keir Gervais, CAO
Subject: Council Appointments 2024
Meeting date: June 18, 2024

BACKGROUND

At the November 1, 2022 Inaugural Council meeting the following appointments to various boards and committees were approved:

1. Council Appointments and Portfolios

- a) THAT Mayor Baker be appointed to the Strathcona Regional District Board and Councillor Tinsley be appointed as alternate; Councillor Poulsen to attend the Comox Strathcona Regional Hospital District Board meetings and the Comox Strathcona Waste Management Committee meetings; and,
- b) THAT Councillor Gilkin be appointed to the Vancouver Island Regional Library Board and Councillor Burchett be appointed as alternate; and,
- c) THAT Councillor Burchett be appointed as the Village representative at Sayward Futures Society board meetings and Councillor Gilkin be appointed as the alternate; and,
- d) THAT Councillor Burchett be appointed to the Mid Island Forestry Lands Advisory Group and Councillor Gilkin as the alternate; and,
- e) THAT Councillor Tinsley be appointed as Deputy Mayor; and,
- f) THAT Mayor Baker be appointed as the Island Coastal Economic Trust (ICET) representative; and,
- g) THAT all Council Members be appointed to the Committee of the Whole.

MOTION I22/01

MOVED AND SECONDED

THAT the appointments listed in a) to g) inclusive as recommended by Mayor Baker be approved and take effect November 1, 2022; and,

THAT staff bring back all appointments in November 2023.

CARRIED

At the May 7, 2024 Regular Council Meeting, the following appointments to committees were approved:

- a) THAT Councillor Tinsley be appointed to the Vancouver Island Regional Library Board.
- b) THAT Councillor Burchett be appointed to the Mid Island Forestry Lands Advisory Group.

Further, staff were directed to seek clarification RE: the SRD's new *Appointment of Municipal Directors Policy* and the Village's authority to appoint its representative to the SRD Board.

An alternate was not appointed to Vancouver Island Regional Library Board.

An alternate was not appointed to the Mid Island Forestry Lands Advisory Group.

A decision was not made regarding the appointment(s) to the Island Coastal Economic Trust North Island-Sunshine Coast Regional Advisory Committee.

At the April 16, 2024 Council meeting, Mr. Jason Johnson of Sayward Futures Society informed Council the Village Liaison role is no longer required.

DISCUSSION

SRD Board and Committee Appointments

Staff consulted with both the Ministry and the SRD. Before the Ministry had time to respond to staff, the SRD CAO replied with the following:

The SRD receives the municipal appointments at the start of the election term and unless otherwise instructed by the municipality, the appointment stands until the end of the election term. Therefore Mark Baker will remain on the SRD Board until/unless we receive a motion from the Sayward Council advising us that they have appointed a different Council member.

It is clear to staff that Mayor and Council can appoint a member of Council of their choice to the SRD Board, and an alternate, as well as a representative to the Comox Strathcona Regional Hospital District Board (CSRHD) meetings and the Comox Strathcona Waste Management Committee (CSWM) meetings.

When Council is considering its appointments to the CSRHD and CSWM committee's, Staff would like to point out that Comox Valley Regional District staff did previously state, *"for information sharing purposes, particularly confidential information, it is quite helpful to have the same director attend both bodies on an ongoing basis but ultimately staff can accommodate whatever arrangement is determined."*

Vancouver Island Regional Library Board (VIRLB)

With Mr. Tom Tinsley's recent resignation from Council, Mayor and Council can appoint a representative and alternate to the VIRLB.

Mid Island Forestry Lands Advisory Group (MIFLAG)

Mayor and Council can appoint an alternate to the MIFLAG.

Island Coastal Economic Trust (ICET)

Staff has spoken with the CEO of ICET and learned about the provincial Act that founded and governs ICET. The role Sayward and all municipalities and regional districts have in the Trust's governance is named under "Establishment of the regional advisory committees" under Part 2 of the Act, which is outlined below with the eligible members noted. To be clear, the role of Mayor is the Village's representative on the ICET North Island-Sunshine Coast Regional Advisory Committee.

Part 2 — North Island-Coast Development Initiative Trust

Division 1 — Regional Advisory Committees

Establishment of regional advisory committees

- 2 (1) There is established, for each region, a regional advisory committee comprising the following:
 - (a) the mayors of each of the municipalities that
 - (i) is within the region, and
 - (ii) on the coming into force of this Act, has a population greater than 500;
 - (b) the chairs of each regional district that is, in whole or in part, within the region;
 - (c) the Members of the Legislative Assembly who have been elected, in whole or in part, by electors from the region.
- (2) The term of membership on a regional advisory committee for each individual referred to in subsection (1) expires on the earlier of
 - (a) the date that is 6 months after the coming into force of this Act, and
 - (b) the date on which he or she ceases to hold the position referred to in subsection (1).
- (3) Within 6 months after the coming into force of this Act, each of the regional advisory committees must
 - (a) appoint 4 directors of the North Island-Coast Development Initiative Trust in accordance with sections 6 (2) (a) and 8 (1), and
 - (b) subject to section 3,
 - (i) determine the size of, and the manner of appointing members to, the regional advisory committee, and
 - (ii) determine the role of, and the manner of appointing, the chair of the regional advisory committee.
- (4) On the coming into force of this Act, the following persons are the first chairs of the regional advisory committees:
 - (a) for the regional advisory committee for the Central South Island region, the mayor of North Cowichan;
 - (b) for the regional advisory committee for the North Island-Sunshine Coast region, the mayor of Courtenay.
- (5) The first chair of a regional advisory committee must call and chair the meeting or meetings necessary to allow that regional advisory committee to perform its obligations under subsection (3).

STAFF RECOMMENDATIONS

THAT Council receive the Council Appointment Schedule 2024 report for information and discussion; and,

THAT Council appoint _____ as the Village of Sayward representative to the SRD Board; and,

THAT Council appoint _____ as the Village of Sayward representative to the CSRHD Committee; and,

THAT Council appoint _____ as the Village of Sayward representative to the CSWM Committee; and,

THAT Council appoint _____ as the Village of Sayward representative and _____ alternate representative to the Vancouver Island Regional Library Board; and,

THAT Council appoint _____ as the Village of Sayward alternate representative to the Mid Island Forestry Lands Advisory Group CSRHD Committee; and,

THAT staff be directed to inform the various organizations of the appointments as soon as possible, and where applicable work with the various organizations towards a smooth transition for the representatives into their new roles.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'KG' with a large loop, positioned above a horizontal line.

Keir Gervais, CAO



STAFF REPORT

For: Mayor and Council
Prepared by: Keir Gervais, CAO
Subject: Provincial Meeting Requests at 2024 UBCM Convention
Meeting date: June 18, 2024

PURPOSE

To obtain direction from Council with respect to requesting provincial meetings at the upcoming 2024 UBCM Convention.

BACKGROUND

Correspondence was recently received as to the ability of Council to request meetings with the Premier, Cabinet Ministers and provincial ministries, agencies, commissions and corporations (MACC) staff during the week of the 2024 UBCM Convention in Vancouver. This correspondence was presented to Council at the May 21, 2024 Regular Council meeting. Subsequently, Council deferred further discussion on the topic to the Council meeting today.

Meeting request deadlines for Premier David Eby, Provincial Cabinet Ministers and the Minister of Municipal Affairs Minister Anne Kang is Friday, June 21, 2024.

DISCUSSION

If Council would like to advance any specific meeting request, the deadline for the requests with the Ministers are noted above.

The 2024 Budget has provisions for four members of Council (Mayor and two Councillors) and the CAO to attend the UBCM Conference in Vancouver.

Staff is seeking direction from Council with respect to whether or not you wish staff to submit meeting requests to various ministries during the 2024 UBCM.

RECOMMENDATIONS

THAT the Provincial Meeting Requests at 2023 UBCM Convention report be received for information and discussion, and;

THAT Council provide further direction to Staff with respect to requesting provincial meetings at the upcoming 2024 UBCM Convention.

Respectfully submitted:

A handwritten signature in blue ink, appearing to be 'KG', with a horizontal line drawn underneath it.

Keir Gervais, CAO

Attachments:

- ***2024 UBCM Convention Provincial Appointment Book***

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



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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>	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>	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>	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>	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>	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>	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>	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>	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>	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>	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>	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>	<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
Strategic Services Division	- 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: - 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.
Service Delivery Division	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>	• 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>	• 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>	• 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
Connectivity	- 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.
Government Digital Experience	- 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
<i>Office of Chief Information Officer</i>	• 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.
<i>Procurement and Supply</i>	• 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>	• 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>	• 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>	• 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>	• 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
Corporate Services Division	• 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: ◦ 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.
Disaster Recovery	• 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.
Disaster Risk Management	• 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>	• 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>	• 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
<i>Energy Resources Division</i>	• 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
<i>Electricity and Utility Regulation Division</i>	• 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: ◦ 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
<i>Energy Decarbonization Division</i>	• 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.
<i>Responsible Mining and Competitiveness Division</i>	• 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
<i>Mines Health, Safety and Enforcement Division</i>	- The division is responsible for mine workers' health and safety, compliance verification and enforcement, and investigations of serious incidents at mines. The division: - 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.
<i>Strategic and Indigenous Partnerships Division</i>	- 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
Conservation and Recreation	• 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.
Climate Action Secretariat	• 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
<i>Environmental Assessment Office</i>	• 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>	• 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>	• 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
Crown Agencies Secretariat	• 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: ◦ 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. <i>**For <u>Minister</u> meeting requests for the Liquor Distribution Branch or the Insurance Corporation of BC please direct these to the <u>Ministry of Public Safety and Solicitor General</u>.</i> <i>**For <u>staff</u> meeting requests for the Liquor Distribution Branch please direct these to the <u>Ministry of Public Safety and Solicitor General</u>.</i> <i>**For <u>staff</u> meeting requests for the Insurance Corporation of BC please see their description in the <u>Provincial Agencies, Commissions, and Corporations section</u>.</i>
Policy and Legislation Division / Financial And Corporate Sector Policy Branch	• Anti-money laundering in real estate and the financial sector, including beneficial ownership transparency initiatives. • Corporate and financial sector policy including: ◦ 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>	• 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>	• Property tax and assessment policy including: ◦ 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>	• Provincial tax policy, including: ◦ 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>	• Pay Transparency Reporting. • Gender-Based Analysis Plus (GBA+).

MINISTRY OF FORESTS

DIVISION/BRANCH	TOPIC
Associate Deputy Minister's Office	• 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	• Wildfire Suppression, Wildfire Prevention and Community Resiliency Initiative. • Wildfire Recovery and All Hazard Response.
Forest Resiliency and Archaeology	• Old growth deferrals. • Provincial Forest Landscape Planning. • Archaeology Branch. • <i>The Heritage Conservation Act Transformation Project</i> (HCATP).
Integrated Resource Operations Division	• Compliance and Enforcement. • Engineering. • Forest Tenures. • Resource Worker Safety.
Office of the Chief Forester	• 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>	• 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>	• 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>	• 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>	• 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>	• 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>	• 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>	• 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>	• 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>	• 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>	• 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. BC Housing: • 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>	• Supports innovations in the approvals and construction of housing. ◦ 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>	• 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>	• 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).
<i>Short-Term Rental Branch</i>	• Nationally harmonized technical requirements for new buildings. • 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>	• 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>	• Land use planning policy and program development. • Legislation and program supports for: ◦ 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>	• 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>	• 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>	• 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>	• 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: ◦ 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: ◦ 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>	• 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>	• 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>	• 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
<i>Small Business and Economic Development Division</i>	• 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>	• 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: ◦ 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: ◦ 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>	• 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
<i>Trade and Industry Development Division Continued...</i>	• 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: ◦ 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. ◦ 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>	• 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>	• 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
<i>Employment Standards</i>	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>.
<i>Bridging to Retirement Program (Forest Worker Supports)</i>	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.
<i>Labour Relations</i>	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>.
<i>Workers' Compensation</i>	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>	• 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>	• 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>	• 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>	• 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>	
Community Gaming Grants	- 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.
Immigration Services	- 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.
Strategic Planning and Legislative Services Branch	- 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>	
Governance Structures	Incorporation, restructuring, boundary extensions, structure-related legislation and processes, and local and regional governance.
Governance Services	Local government administration, elections, governance operations-related legislative requirements/powers, and local and regional services.
Governance Relations	- 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
Local Government Division Continued...	
Infrastructure and Engineering	• 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.
Local Government Finance	• Local government finance, including: ◦ 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.
Local Government Policy, Research and Legislation	• 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	• 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)	• 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>	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>	- 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>	- 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
<i>Post-Secondary Policy and Programs Division Continued...</i>	• 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).
<i>Labour Market Development Division</i>	• 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	- 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	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	- 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	- 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
Gaming Policy and Enforcement Branch	- 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.
Insurance Corporation of BC (ICBC)	- 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. **For Minister meeting requests for the Insurance Corporation of BC please direct these to the <u>Ministry of Public Safety and Solicitor General</u>. **For staff meeting requests for the Insurance Corporation of BC please see their description in the <u>Provincial Agencies, Commissions, and Corporations section</u>.
Liquor and Cannabis Regulation Branch	- 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>	• 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>	• 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. <i>**For <u>Minister</u> meeting requests and for <u>staff</u> meeting requests for the Liquor Distribution Branch please direct these to the <u>Ministry of Public Safety and Solicitor General</u>.</i>
<i>Office of the Fire Commissioner</i>	• 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>	• 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...	• The Superintendent of Motor Vehicles is the administrative authority governing drivers and has authority to: ◦ 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	• 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>	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>	- 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>	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
<i>Employment and Labour Market Services Division Continued...</i>	• 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: ◦ 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.
<i>Research, Innovation and Policy Division</i>	• 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
Arts and Culture	• 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.
BC Athletic Commission	• Legislation and regulatory oversight of professional boxing, kickboxing, and mixed martial arts, as well as all amateur combat sports.
Creative Sector	• 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.
Heritage	• 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.
Mountain Resorts	• 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>	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>	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>	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
Highways and Regional Services Division	• The Highways and Regional Services Division is responsible for: ◦ 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
<i>Integrated Transportation and Infrastructure Services Division</i>	• 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: ◦ 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.
<i>Policy, Programs and Partnerships Division</i>	• 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: ◦ 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>	• 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: ◦ 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>	• 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: ◦ 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
<i>Water, Fisheries and Coast</i>	• 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
<i>Reconciliation, Lands and Natural Resource Policy</i>	• 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.
<i>Permitting Transformation Division</i>	• 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
<i>Natural Resource Information and Digital Services (NRIDS)</i>	• 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.
<i>Resource Stewardship Division</i>	• 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: ◦ Wildlife Management. ◦ Wildlife Act 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>	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>	- 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>	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>	- 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
BC Hydro	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.
BC Transit	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.
Insurance Corporation of British Columbia (ICBC)	- 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
<i>Office of the Seniors Advocate (OSA)</i>	- 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.
<i>The Land Title and Survey Authority of British Columbia (LTSA)</i>	- 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
<i>Police Victim Services British Columbia (PVSBC)</i>	• 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.
<i>Royal Canadian Mounted Police (RCMP)</i>	• 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





STAFF REPORT

For: Mayor and Council
Prepared by: Keir Gervais, CAO
Subject: **UPDATE: Emergency Water Treatment Plant Repair**
Meeting date: June 18, 2024

PURPOSE

To update Council about the emergency water treatment plant repair initiated May 29-30, 2024.

BACKGROUND

At the May 14, 2025 Special Council meeting, Council passed the following resolution:

THAT Council meets as needed to have an in depth discussion on all aspects of the Financial Plan with the purposes being to gain a better understanding of the overall Financial Plan, to reduce expenditures where possible, reduce reliance on operational and capital reserve funds, and to explore other revenue opportunities;

AND FURTHER THAT, staff proceed with using the budget allocations to fund day to day services but not allocations for projects and capital unless specifically approved by Council;

AND FINALLY, should an emergency occur, staff are to notify Council of the emergency before any expenditures are made and to outline the emergency, cost and source of funds. For clarity, staff can then resolve the emergency but must bring a detailed report to the next scheduled Council meeting for a formal resolution.

DISCUSSION

An equipment failure at the water treatment plant occurred and was diagnosed by the technician during the week of May 27-31. It was determined that the Village MUST order replacement equipment in order to resolve the failure.

Per the Public Works Foreman:

The HDMI is the electronic interface between the water plant computer and the operator. This unit allows the operator to see the values of the different levels of things like raw water flow, raw water turb, raw water PH, dosage of PAC, dosage of caustic, air flow in the saturator, level in the saturator, water flow to the saturator, the percentage of adjustment of the stream flow monitor, treated water PH, turb of the water in filter 1 and 2, level of the water in the filters 1 and 2, how much chlorine is being injected into the water, how much water has been made over a set period, and the level of the reservoir. With out the HDMI we have no way to get or change any of these details.

We currently have a "trial" version of an expensive software on the computer in the office that is allowing us to control the plant from the office and get our readings. This software is only available for 7 days and that runs out on Monday which is why this matter is of the most important as AWC are not going to acquire a new HDMI until they have been given the go ahead. This also means that unless we can come up with another way to read this like pay one of their engineers to sit there on the end of the computer we will have no choice but to shut the plant down.

Shutting the plant down and going to our emergency set up would require a boil water notice to the users, a report to VIHA as to why the plant has not been kept to the standards and conditions of the operating permit.

The installation of this unit is very straight forward and does not require anyone from AWC to do. They can then access the unit over the computer as necessary after the install but should not require to do so. Public Works installing it would not affect any warranty as the install does not involve any software changes by the installer.

ETA of the new unit will be ASAP as AWC are aware of the importance of it. As the email sent to you states, they are not going to buy a new unit until they have been given the go ahead and when they get it they then have to load the software on to it. I was told there is a new unit in the store and under there controlled conditions I am sure it will only take less that a hour to load the software. The longest part of this will be the transport of the unit up here to Sayward.

Staff received pre-authorization for the expense from the majority of Council subsequent to staff sending a 'high importance' *emergency situation update* email to Council Thursday May 30.

Financial Implications

The cost of the replacement equipment is quoted at \$7,615 plus applicable taxes.

The expense will be charged to *Maintenance and Repairs – Plant* in the GL. If there is a need to transfer funds to balance the Utility Budget at **year end** it would come from either the Water Operating Reserve (non capital) or Water Capital Reserve (capital).

RECOMMENDATIONS

THAT the UPDATE: Emergency Water Treatment Plant Repair report be received for information.

Respectfully submitted:



Keir Gervais, CAO



STAFF REPORT

For: Mayor and Council
Prepared by: Keir Gervais
Subject: **Authorization of Signing Authorities**
Meeting date: June 18, 2024

PURPOSE

To amend the Village's financial signing authority appointments.

DISCUSSION

Former Councillor/Deputy Mayor Thomas Tinsley had financial signing authority for the Village of Sayward. With the recent resignation of Mr. Tinsley and the appointment of Deputy Mayor to Councillor Poulsen, the Village's financial signing authority in regard to all banking, investment and financial transactions requires amendment.

STAFF RECOMMENDATIONS

THAT Council resolves to remove Thomas Tinsley and add Councillor/Deputy Mayor Sue Poulsen as signing authority in regard to all banking, investment and financial transactions, as required.

Respectively submitted,

Keir Gervais, CAO



VILLAGE OF SAYWARD

BYLAW NO. 504, 2023

A BYLAW TO AMEND ZONING BYLAW NO. 309, 2000

WHEREAS the Council for the Village of Sayward has, by Bylaw No. 309, adopted zoning regulations for Sayward and vicinity pursuant to Part 14 of the *Local Government Act*;

AND WHEREAS the Council for the Village of Sayward wishes to amend "Zoning Bylaw No. 309, 2000" having due regard to the requirements of the *Local Government Act*;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the Village of Sayward, in open meeting assembled, hereby enacts as follows:

1. CITATION

This bylaw may be cited as "**Village of Sayward Zoning Amendment Bylaw No. 504, 2023**".

2. AMENDMENT

Bylaw No. 309 being the "Village of Sayward Zoning Bylaw, 2000" is hereby amended as set out in Schedule "A" attached to and forming part of this bylaw.

Read a first and second time on the 3rd day of October 2023.

Public Hearing held on the 16th day of April 2024.

Read a third time on the 16th day of April 2024.

Adopted on the ____ day of _____ 2024.

Mayor

Corporate Officer

Schedule "A"

Map Amendment

Bylaw No. 309, "Village of Sayward Zoning Bylaw, 2000", is hereby amended by by changing the zoning of:

THAT PART OF LOT 304, SAYWARD DISTRICT, LYING TO THE NORTH OF A BOUNDARY PARALLEL TO THE SOUTHERLY BOUNDARY OF SAID LOT AND EXTENDING FROM A POINT ON THE WESTERLY BOUNDARY OF SAID LOT DISTANT 1600 FEET FROM THE SOUTH WEST CORNER OF SAID LOT, EXCEPT THAT PART IN PLAN 41428 AND PLAN EPP9026

From the Forestry 1 (F-1) to the zones as shown on Appendix "A" forming an integral part of this Bylaw.

Appendix A

