

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: June 6, 2022
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

The public may attend this meeting by means of electronic facilities.

Please contact Enderby City Hall at 250-838-7230 or info@cityofenderby.com by 3:30 pm on the day of the meeting to obtain access codes to attend the meeting electronically.

The City of Enderby uses Zoom for its electronic facilities and encourages those attending the meeting who are unfamiliar with the application to test it in advance; for technical support, please contact Zoom.

If you do not have a computer or mobile phone capable of using Zoom, please let us know and we can provide you with a number that you can call in from a regular telephone.

When applicable, public hearing materials are available for inspection at www.cityofenderby.com/hearings/

- 1. APPROVAL OF AGENDA**
- 2. ADOPTION OF MINUTES**
 - 2.1 Meeting Minutes of May 16, 2022 Page 3
- 3. DELEGATIONS**
 - 3.1 Wildlife Conflict Prevention Page 11
Presentation by Sgt. Terry Myroniuk, Conservation Officer Service
 - 3.2 2022 Business Walk Results Page 12
Presentation by Leigha Horsfield and Danielle Guetter, Community Futures North Okanagan
- 4. DEVELOPMENT MATTERS AND RELATED BYLAWS**
 - 4.1 Development Variance Permit Application #0041-22-DVP-END Page 19
Legal: LOT 2 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS)
DIVISION YALE DISTRICT PLAN 15492
Address: 171 Brickyard Road, Enderby BC
Applicant: Kerry Korberg
Owner: Jaeden Korberg
 - 4.2 Development Variance Permit Application #0046-22-DVP-END Page 33
Legal: LOT 2 SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH
MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN
KAP88729
Address: 155 Vetter Place, Enderby BC
Applicant: Geoff Vetter

Owner: Dustin and Stacey Bengtson

5. CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES AND DELEGATIONS

5.1. Committee-of-the-Whole

6. BYLAWS

6.1 Wildlife Attractant Regulations Page 44
Memo Prepared by Chief Administrative Officer dated May 30, 2022

7. REPORTS

7.1 Mayor and Council Reports

7.2 Area F Director Report

7.3 Chief Administrative Officer Report

8. NEW BUSINESS

8.1 Enderby Arts Festival 2022 – Temporary Road Closure Page 50
Memo prepared by Planner dated May 17, 2022

8.2 Canada Day Parade 2022 – Temporary Road Closure Page 55
Memo prepared by Planner dated May 30, 2022

8.3 2308 McGowan Street (Public Works Yard) and Telus Tower Statutory Right of Way – Telus Public Consultation Package and Notice of Disposal Page 59
Memo prepared by Chief Administrative Officer dated May 20, 2022

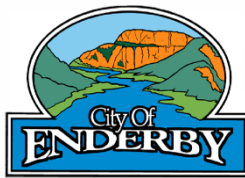
8.4 Shuswap Trails Roundtable Page 81
Correspondence from Jen Bellhouse, Shuswap Trail Alliance dated May 31, 2022

8.5 Community Emergency Preparedness Fund – Extreme Heat Risk Mapping, Assessment, and Planning Page 82
Memo prepared by Planner dated May 17, 2022

8.6 UBCM 2022 Provincial Meeting Requests and Attendance Page 84
Memo prepared by Chief Administrative Officer dated May 25, 2022

9. PUBLIC QUESTION PERIOD

10. ADJOURNMENT



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, May 16, 2022 at 4:30 p.m. in Council Chambers.

Present: Mayor Greg McCune
Councillor Tundra Baird
Councillor Brad Case
Councillor Roxanne Davyduke
Councillor Raquel Knust
Councillor Brian Schreiner
Councillor Shawn Shishido

Staff: Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Planner – Kurt Inglis
Clerk-Secretary – Andraya Holmes

Other: Press and Public

APPROVAL OF AGENDA

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT the May 16, 2022 Council Meeting agenda be approved as circulated.”

CARRIED

ADOPTION OF MINUTES

Meeting Minutes of May 2, 2022

Moved by Councillor Shishido, seconded by Councillor Case
“THAT the May 2, 2022 Council Meeting minutes be adopted as circulated.”

CARRIED

Public Hearing Report of May 2, 2022

Moved by Councillor Shishido, seconded by Councillor Case
“THAT the May 2, 2022 Public Hearing Report be adopted as circulated.”

CARRIED

DEVELOPMENT MATTERS AND RELATED BYLAWS

Development Variance Permit Application #0041-22-DVP-END

The Planner read written submissions from the public.

Kathy Fabische: 130 Cliffview Lane, Enderby BC

- Suggested that the electrical building should be shorter with a larger footprint.
- Suggested that the electrical building should be located on the North side of the property.
- Concerned that the car wash may now be used as an industrial truck wash and, because of the small parking lot, there would be an excess of noise from commercial vehicles backing up.

The planner explained that under its current zoning this would not be allowed to be used as a commercial truck wash.

Councillor Case asked whether the electrical building could be located to the North.

Mayor McCune explained that service to the property is on the side where the building is proposed.

Councillor Baird stated that to move the building to the north side the owner would likely need to tear up and repave the parking lot.

Moved by Councillor Baird, seconded by Councillor Davyduke

“THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as LOT C DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 5784 and located at 1806 George Street, Enderby B.C. to permit a variance to Section 402.10.a of City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum exterior side yard setback from 4.5 m (14.76 feet), as shown on the attached Schedule ‘A’, subject to the applicant providing a revised site plan showing the proposed electrical building being sited at least 1.83 m (6 feet) from the edge of the statutory right-of-way shown on Plan A9568”

CARRIED

Development Variance Permit Application #0035-22-DVP-END

Councillor Case asked if the servicing of the lot would occur at a further stage of development.

The Planner responded that it is a later stage when servicing would occur. The purpose of the restrictive covenant is to inform a prospective buyer that the lot is not yet serviced.

Moved by Councillor Baird, seconded by Councillor Case

“THAT Council authorizes the issuance of a Development Variance Permit for the properties legally described as, i) LOT 1 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 28202, and located at 702 Cliff Avenue, Enderby BC, ii) THE WESTERLY 47 FEET OF LOT 16 BLOCK 7 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT DISTRICT PLAN 211A AS SHOWN ON PLAN E11894, and located at 704 Cliff Avenue, Enderby BC, and iii) THE EASTERLY 25 FEET OF LOT 13 BLOCK 7 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT DISTRICT PLAN 211A AS SHOWN ON PLAN E11894, and located at 704 Cliff Avenue, Enderby B.C., to permit variances to the following Sections of City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000:

- *Section 2.0 of Schedule “A” by not requiring Cliff Avenue adjacent to the proposed lots to be dedicated a minimum of 9.0 m from the existing mean centreline of the road in accordance with the Local Road Standards;*
- *Section 2.0 of Schedule “A” by not requiring Cliff Avenue adjacent to proposed lots to be constructed to the centreline of the road in accordance with the Local Road Standards;*
- *Section 3.0 of Schedule “A” and Schedule “B” by not requiring a connection to the community water supply system for proposed Lot 1;*
- *Section 4.0 of Schedule “A” and Schedule “B” by not requiring a connection to the community sanitary sewer system for proposed Lot 1;*
- *Section 5.0 of Schedule “A” and Schedule “B” by not requiring a connection to the community storm drainage system for the proposed lots;*
- *Section 6.0 of Schedule “A” by not requiring the provision of ornamental street lighting; and*
- *Section 7.0 of Schedule “A” by not requiring the provision of underground wiring for power, telephone and cablevision,*

Subject to the owner registering a restrictive covenant on the title of the proposed Lot 1 which prevents any development on the property until it is connected to the City’s community water, sanitary sewer and storm drainage systems.”

CARRIED

Lot Frontage Waiver Request – 201 Francis Drive (Proposed Remainder Lot)

Moved by Councillor Shishido, seconded by Councillor Davyduke

“THAT Council authorizes an exemption to Section 701.7 and 1101.b.i of the City of Enderby Zoning Bylaw No. 1550, 2014 by permitting a lot frontage of 0 m for the proposed Remainder Lot associated with the proposed boundary lot adjustment of the properties legally described as, i) LOT 1 SECTION 22 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP80826, and located at 201 Francis Drive, Enderby BC, ii) THAT PART OF DISTRICT LOT 150 SHOWN ON AMENDED PLAN B1064 (DD 257637F); KAMLOOPS DIVISION YALE DISTRICT EXCEPT: (1) PLANS 6200, 17523 AND KAP90786 (2) PART OUTLINED RED ON PLAN B6558, and located at 402 Princess Street, Enderby BC, and iii) THAT PART OF DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT SHOWN ON PLAN KAP90785, and located at 718 3rd Avenue, Enderby BC, as shown on the attached Schedule ‘A’.”

REPORTS

Mayor and Council Reports

Councillor Schreiner

Attended SILGA and reported that it was a great conference. The Regional District of Okanagan Similkameen put in a resolution on ride-sharing that is similar to the one that the City of Enderby has submitted to UBCM.

Rogers and Shaw had a booth at SILGA. Explained that the two companies are combining globally and Councillor Schreiner discussed with them the need for fibre optic internet in our community.

The ongoing drug crisis was also discussed, and Councillor Schreiner explained that we cannot police ourselves out of a drug crisis. When drug houses are shut down, people with addiction will find supply somewhere else. Stated that this is a social issue and to make progress, more addiction services will need to be offered.

Councillor Schreiner also discussed the housing crisis across the country and explained that homeowners own their property, but not their neighbourhood. Asked that homeowners show compassion when looking at proposed housing projects in their neighbourhoods. Explained that new legislation is coming to change when public hearings will be necessary.

Chief Administrative Officer explained that our bylaws currently outline a process for the holding of public hearings notwithstanding the legislative changes, but that Staff is working on a report with options for Council to consider.

Councillor Schreiner attended a workshop put on by RDNO about housing for the workforce.

Reported that Councillors from Spallumcheen and Armstrong would like to meet with Council to discuss information from the Ministry of Transportation and Infrastructure.

Mayor McCune noted that there is a meeting upcoming with Spallumcheen and Armstrong to address certain issues related to Highway 97A.

Councillor Schreiner asked if the Event Coordinator could appear as a delegation at an upcoming Council Meeting.

Chief Administrative Officer responded that the Event Coordinator is scheduled to attend the next Council meeting.

Attended a meeting of the Splitsin-Enderby Joint Committee along with Mayor McCune to discuss an agenda for a larger Community-to-Community meeting.

Chief Administrative Officer noted that he has reviewed the proposed agenda put forth by the Splitsin-Enderby Joint Committee and advanced it to the Splitsin interim administrators for their review.

Councillor Schreiner noted that there is a possibility that the RCMP may be replaced by a Provincial Police Force. Discussed with Kupki7 Thomas the possibility of a joint police force with Splitsin.

Councillor Schreiner asked if we have received feedback yet from the Business Walk.

The Planner responded that he has been engaging with Community Futures and that there will be a presentation of the report at the June 6 Council Meeting.

Councillor Knust asked if letters were sent to the owners of the old Crystal Garden building, the D&E Diner, and the two vacant lots on Cliff Avenue.

Chief Administrative Officer responded that letters were sent and briefed Council on the responses received thus far.

Councillor Baird

A Rail Trail meeting was cancelled and is in the process of being rescheduled.

Working with the Event Coordinator on planning for Canada Day events. The Farmers Market will be setting up at the skateboard park in Barnes Park which will help with the need for food vendors at the event.

Will be attending a library board meeting on Wednesday.

Reported that there was a great turn-out at the Prom Parade.

Councillor Baird asked if the police who set up at the Drill Hall parking lot ask for permission to use that space.

Chief Administrative Officer responded that there is no formal agreement. There has been concern in the past about the space being used by police when there are events happening at the Drill Hall. The RCMP will relocate when there is a booking at the Drill Hall.

Councillor Davyduke

Reported that Community Futures is putting on a workshop on June 2 about hiring and retaining staff and that she will pass on more information regarding this when she receives it.

Councillor Case

Discussed the housing crisis and that the Agricultural Land Reserve has very tight restrictions on housing.

Chief Administrative Officer explained that this is provincially regulated and that the ALC believes the focus should be on densifying already-developed land instead of using agricultural land for housing.

Area F Director Delisle explained that, within the ALR, detached suites are allowed up to 90 m², and depending on the size of the land, a second residence may be allowed as well, though the size is limited.

Mayor McCune

Mayor McCune asked if there is still value in having a Committee of The Whole meeting.

Area F Director

Attended a Harm Reduction Meeting at SILGA. It was discussed that more policing won't solve the drug problem and that the solution may be allowing people with addiction to access a clean supply of drugs. It has been shown that if people with addiction do not have to commit crimes to get drugs, their usage often will lessen. Explained that deaths from drugs happen in housed people more than in unhoused, and that indigenous people are four and a half times more likely to die of drug overdoses.

Also discussed at SILGA were heat domes, and how to minimize impacts of them in communities.

Discussed how the thinning of the forest around Logan Lake was effective in slowing down forest fires in that area last year.

Attended a FireSmart conference in Kamloops and discussed that it is very important to apply FireSmart principles to homes to prevent major damage from fire.

Chief Administrative Officer

Reported that line painting in the City is now complete.

Construction at Mill Avenue is now in progress. The project is going well so far.

The next stage of the Arena restoration will be beginning soon.

The design stage for the new pool is in progress, with geotechnical and survey works scheduled.

Met with the Chief Financial Officer and Recreation Services to discuss how the remaining Participaction funds could be used, as several projects have had to be cancelled due to the grant funds being confirmed for the new pool, which may cause some amenities to be relocated or removed for the construction.

Attended a conference last week in Kelowna where emergency management and catastrophic risk were major themes.

There are sandbags available now in front of the Public Works yard that are available for use to City of Enderby, Area F, and Splantsin residents.

Reported that things at Riverside RV Park are going well and the online booking system is up and running.

Councillor Case asked if there is a large snowpack this year.

Chief Administrative Officer explained that because it has remained so cold this spring that if there is a rapid shift to hot weather and rain there will be a high risk of flooding.

Councillor Shishido asked what the timeline will look like for construction of the pool. Asked if Enderby will go a season without a functioning pool.

Chief Administrative Officer responded that the hope is to have the construction of the pool out to tender late in 2022 with construction starting in 2023. Because of the likely change in location of the pool, the current pool should be able to operate while the new pool is being built.

Councillor Baird asked if the new concession operator is up and running.

Chief Administrative Officer replied that the new operator began business last week at the Gazebo, but that the concession in the Arena is in need of a new handwashing sink before it will be approved by Interior Health. The sink is being installed as part of the other renovations that are occurring inside the Arena concession.

Bylaw Enforcement Statistics for First Period of 2022 (Jan-Apr)

Councillor Knust asked whether multi-family dwellings could be placed on nuisance abatement in cases where RCMP have been called to the property.

The Planner stated that Staff can explore if it is possible to include multi-family dwellings on the nuisance abatement list.

Councillor Shishido asked if the six excessive noise complaints noted on the report were all from the same property.

Moved by Councillor Baird, seconded by Councillor Knust
“THAT Council receives the Bylaw Enforcement Statistics for First Period of 2022 (Jan-April) report for information.”

CARRIED

RDNO Building Permit Report – April 2022

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT the RDNO Building Permit Report – April 2022 be received and filed.”

CARRIED

NEW BUSINESS

Successful Grant Application Through BC Hydro Community Regreening Program

Councillor Knust asked how many trees will be planted at Tuey Park.

The Planner responded that 12-15 trees will be planted.

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT Council receives and files this memorandum”

CARRIED

PUBLIC QUESTION PERIOD

There were no questions from the public.

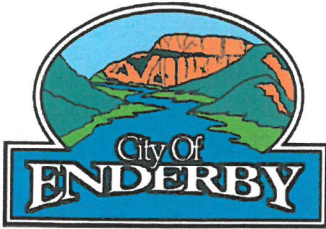
ADJOURNMENT

Moved by Councillor Baird, seconded by Councillor Case
“THAT the regular meeting of May 16, 2022 adjourn at 5:44 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER



REQUEST TO APPEAR AS A DELEGATION

On 6 June 2022
Day Month Year

Date of Request May 27, 2022

Name of Person Making Request Tate Bengtson

Name and Title of Presenter(s) Sgt. Terry Myroynik,
Conservation Officer Service

Contact Information _____

Details of Presentation Dialog on better wildlife
conflict prevention

Desired Action from Council (check all that apply)

- Information Only
- Proclamation
- Funding Request
- Road Closure
- Policy or Resolution

Please describe desired action in detail Support for wildlife
attractant bylaw to improve wildlife
conflict prevention.

Please attach any supporting documentation or presentation materials related to your delegation request.

THE CORPORATION OF THE CITY OF ENDERBY

MEMO



To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner
Date: May 30, 2022
Subject: 2022 Business Walk Results

RECOMMENDATION

THAT Council receives this 2022 Business Walk Results memorandum for information.

BACKGROUND

Enderby City Council and Community Futures North Okanagan undertook its annual Business Walk on April 12, 2022. The intent of this Business Walk was to learn more about local businesses through face-to-face interviews and to identify opportunities for further supporting community economic development; the British Columbia Economic Development Association has identified Business Walks as a key way to support business retention and expansion.

A total of 12 Councillors/Community Futures representatives took part in this year's Business Walk and were split into 5 teams. The Business Walk targeted commercial and industrial areas within the community and the volunteers gathered information from a total of 35 businesses. A report of the results of the Business Walk survey is attached as Schedule 'A' to this memorandum; some key highlights from this report include:

1. 94.3% of surveyed businesses stated that their current state of business is either 'good/increasing' or 'fair/steady', and 56.2% of businesses anticipated that their 2022 revenues would be more than 2021;
2. The surveyed businesses identified 'Clientele' and 'Location' as what they liked most about doing business within the area, and identified 'finding employees' as the biggest challenge facing their business;
3. 40.0% of surveyed businesses had used a Provincial or Federal business recovery program as a result of COVID-19; and
4. Improved marketing of local businesses, increased municipal supports, and highway beautification were identified as being critical to helping business thrive in Enderby.

The City of Enderby and Community Futures North Okanagan are currently in the process of following up with the 9 businesses that were identified as requiring further assistance.

Respectfully Submitted,

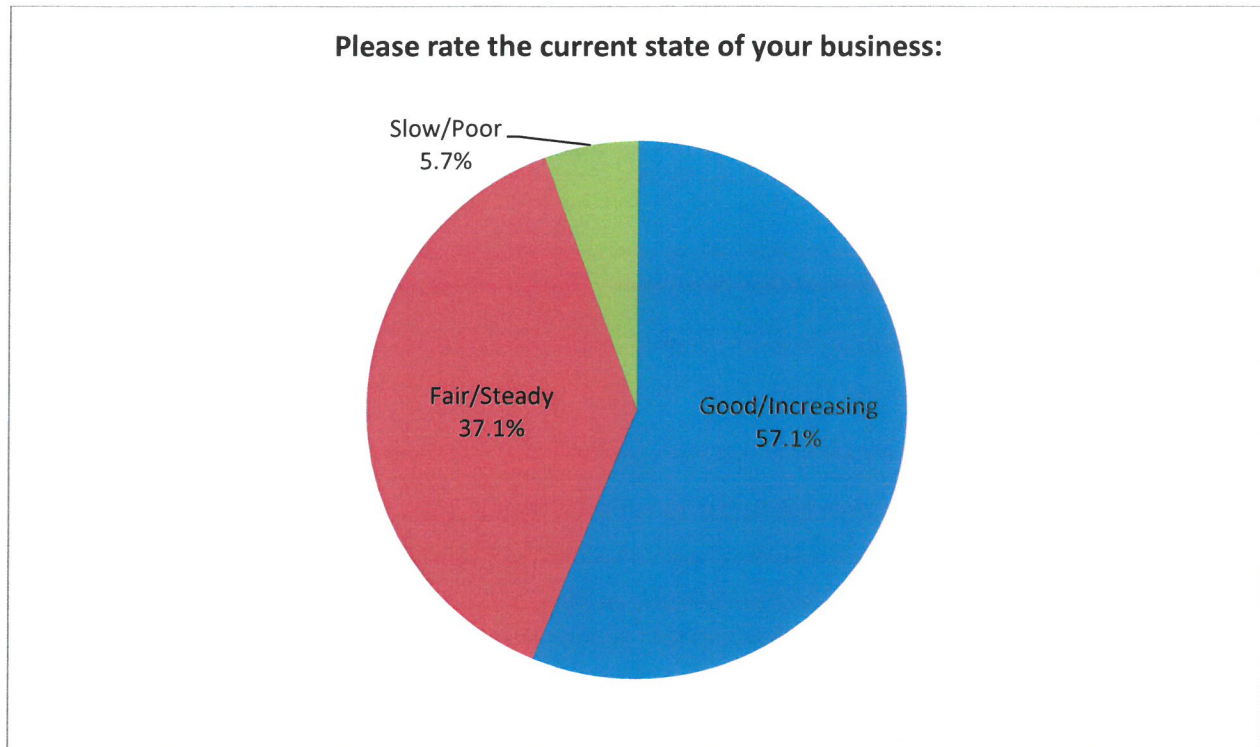
A handwritten signature in black ink, appearing to read "Kurt Inglis". The signature is written in a cursive, flowing style.

Kurt Inglis
Planner

Schedule 'A' - Enderby Business Walks Survey Results 2022

1. Please rate the current state of your business.

This question is an important indicator in gauging the current economic climate for local business and industry within Enderby. The below results are quite positive in that 94.3% of businesses stated that their current state of business is either 'good/increasing' or 'fair/steady'.

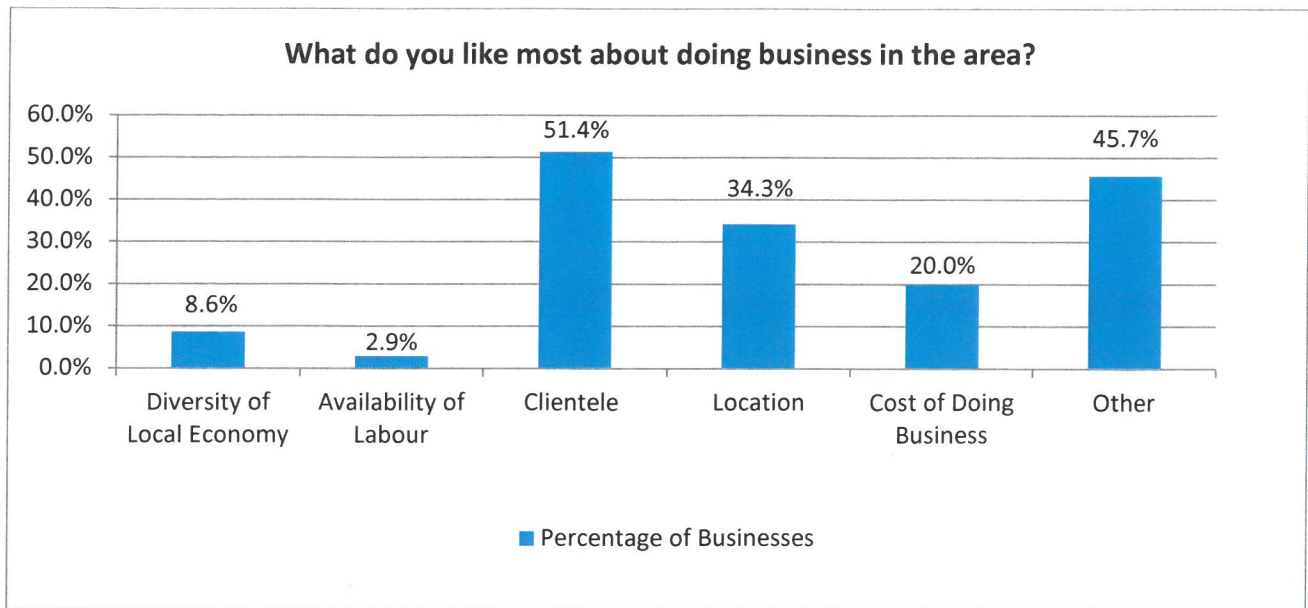


2. What is the average number of employees at your business?

The average number of employees ranged from 1-13, with 83.3% of businesses surveyed employing 10 people or less.

3. What do you like most about doing business in the area?

This question was used in order to identify the unique characteristics of the community which are conducive to good business. 51.4% of the businesses surveyed identified 'Clientele' as what they liked most about doing business within the area while 34.3% identified 'Location' as a key factor. Of the 45.7% who chose 'Other' factors, Enderby's small town feel and atmosphere, sense of community, and central geographic location were identified as key strengths.



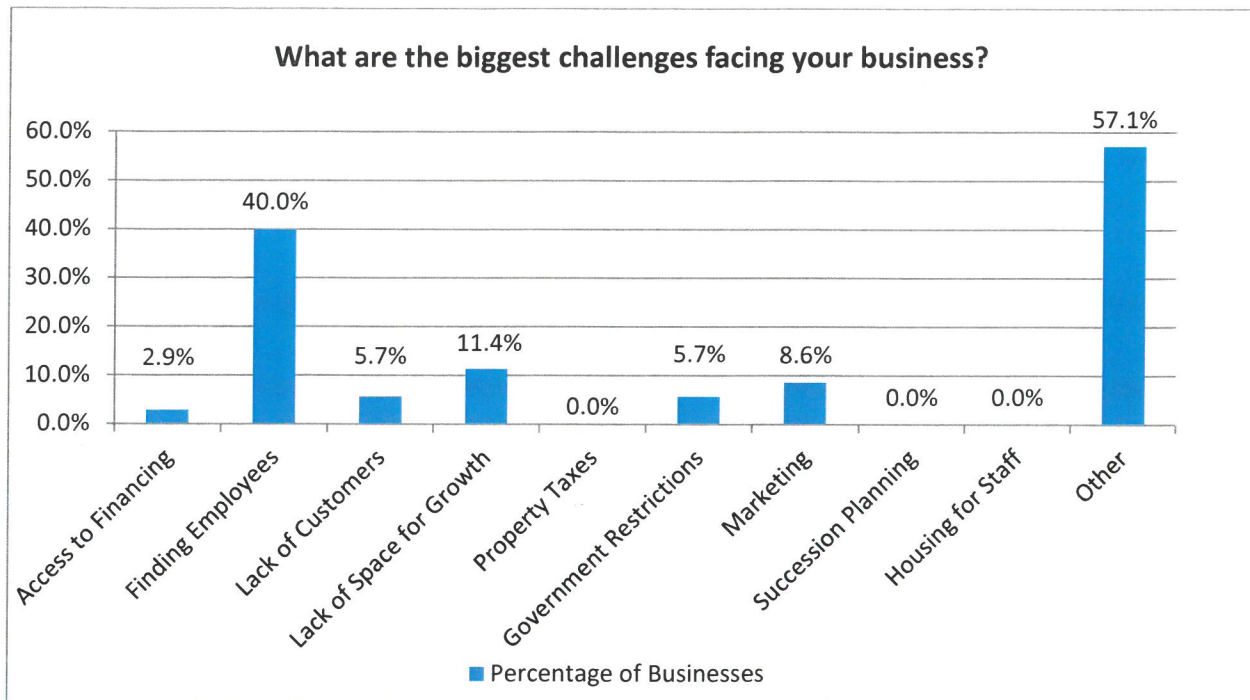
4. What can be done to help your business thrive?

This open-ended question was used in order to identify, i) what can be done to better support local businesses, ii) which areas provide the best opportunity for strengthening the local economic climate, and iii) how best the City of Enderby and Community Futures can follow up with individual businesses in order to provide assistance.

The main themes were improved marketing of local businesses, increased municipal supports, and highway beautification.

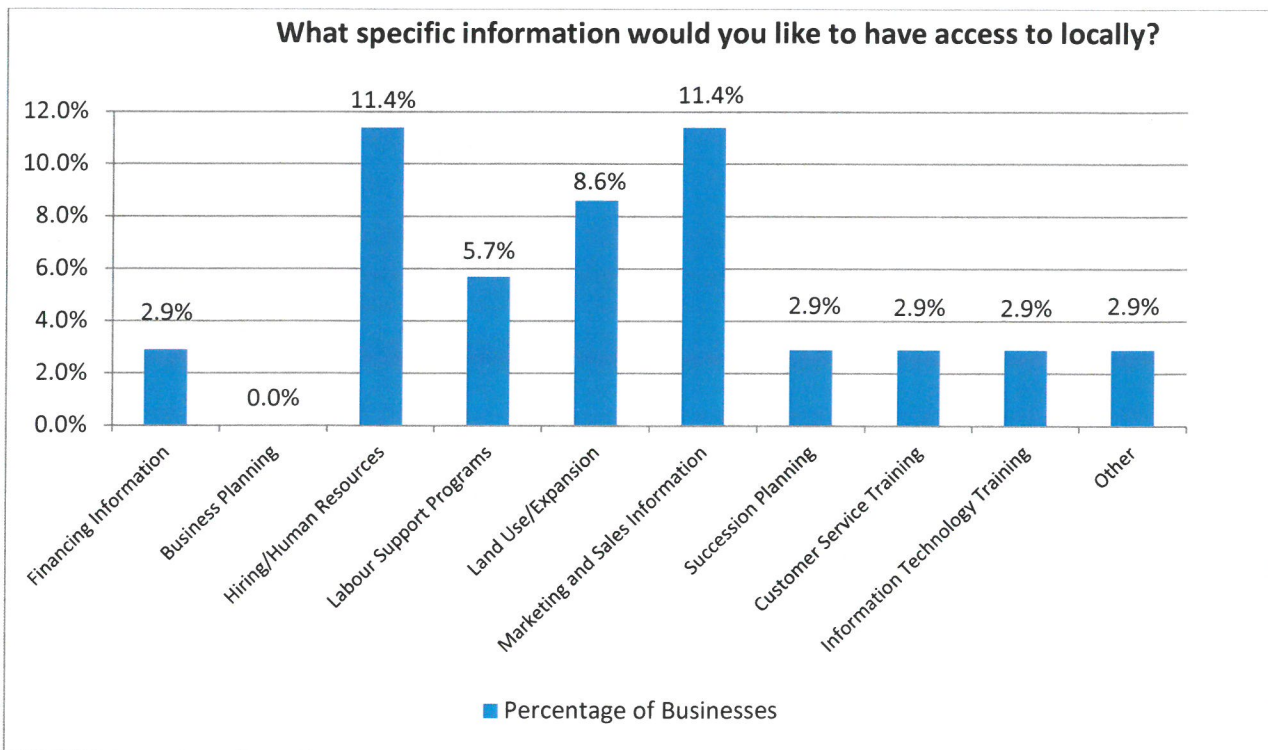
5. What are the biggest challenges facing your business?

This question was used to gain insight regarding the main challenges that local businesses are facing. A total of 40.0% of the surveyed businesses noted that 'finding employees' was their biggest challenge, while 11.4% noted 'lack of space for growth'. Of the 57.1% of surveyed businesses who chose 'Other' challenges, the main themes related to supply chain issues, increasing costs of goods, and lack of available commercial space.



6. What specific information would you like to have access to locally?

This question was geared towards identifying the types of resources that could be used to support local businesses better; 11.4% of the surveyed businesses noted they would most like to have access to information related to 'Marketing and Sales Information' and 'Hiring/Human Resources'.



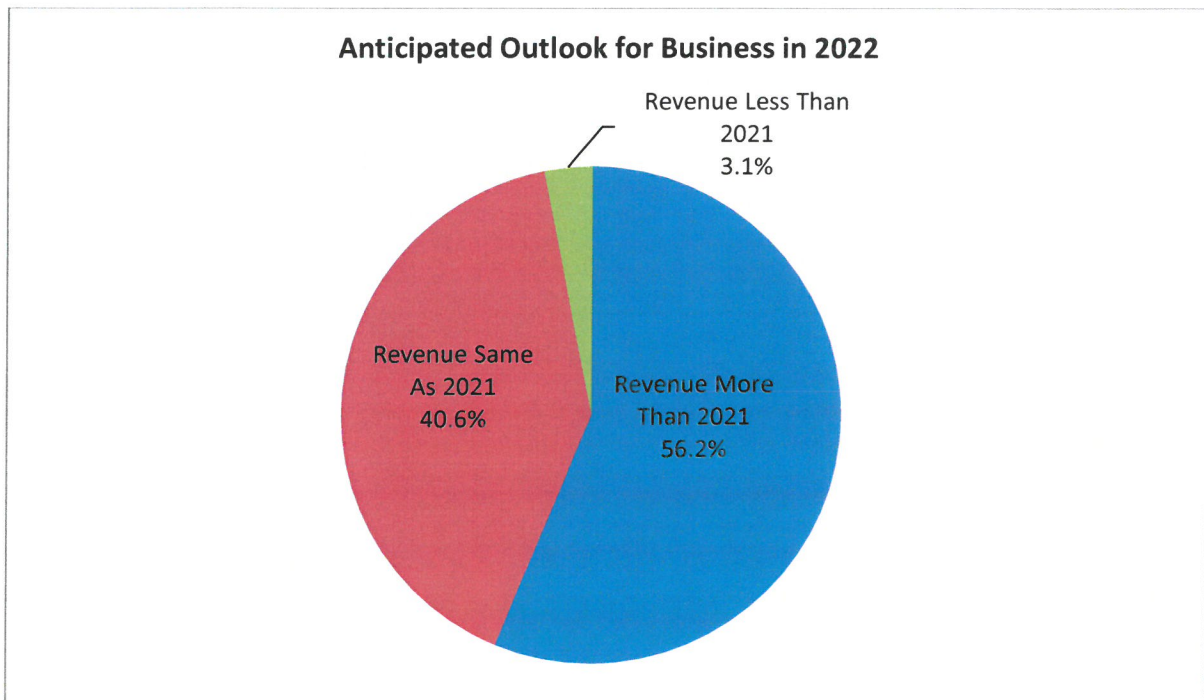
7. **Have you used any of the Provincial or Federal business recovery programs as a result of COVID-19? How would you describe the impact of the COVID-19 pandemic upon your business?**

Of the businesses surveyed, 40.0% had used a Provincial or Federal business recovery program as a result of COVID-19.

There was a spectrum of responses to the question regarding the impact of the COVID-19 pandemic upon local businesses; many businesses noted an increase in business as a result of the pandemic, due in part to more people shopping local and having more disposable income to spend, whereas many businesses noted negative impacts as a result of the pandemic, particularly businesses that were most directly affected by Public Health Orders, such as restaurants.

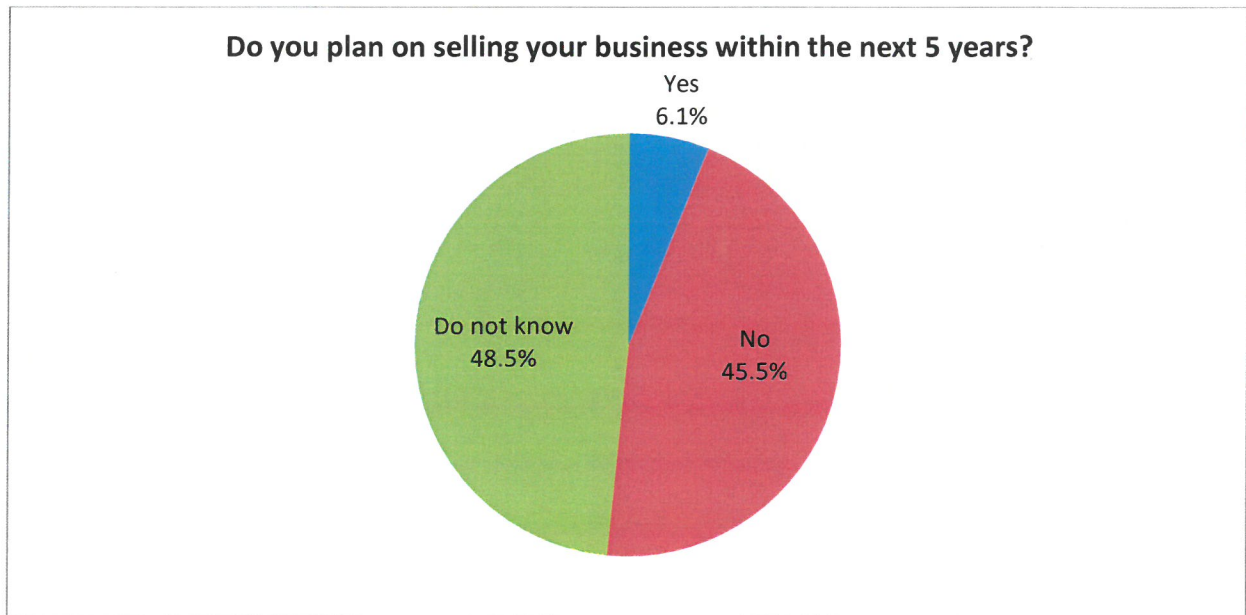
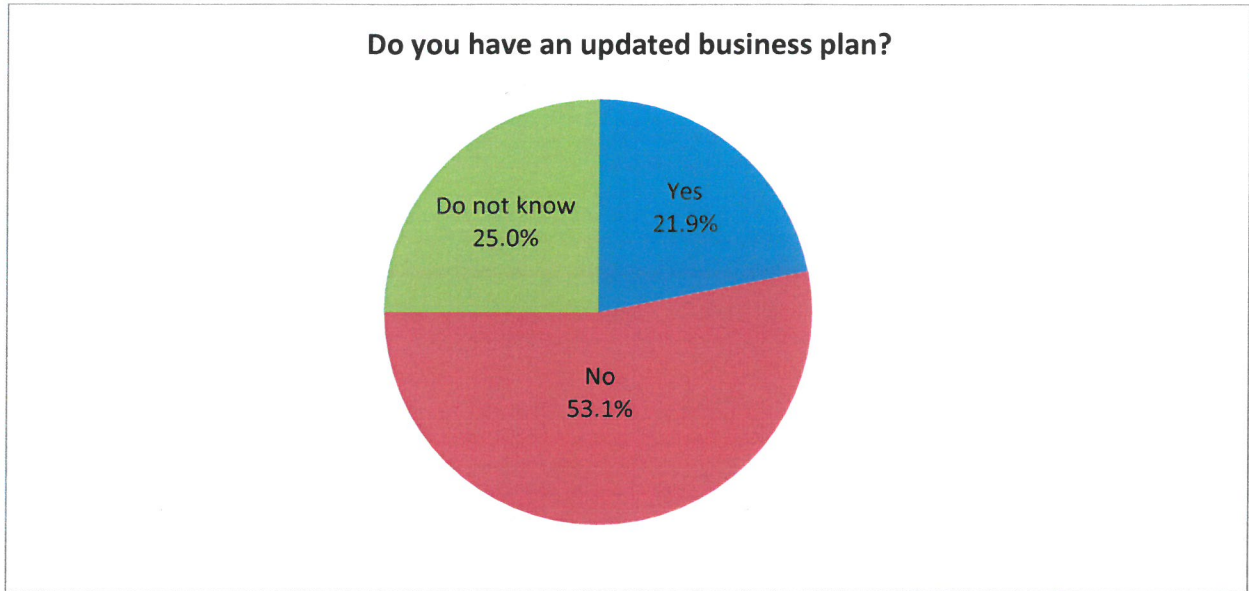
8. **What is the anticipated outlook for your business in 2022?**

This question was geared towards gaining an understanding of the local economy moving forward, particularly as we begin to move towards the end of the COVID-19 pandemic. Of the businesses surveyed, 56.2% anticipated that their 2022 revenues would be more than 2021.



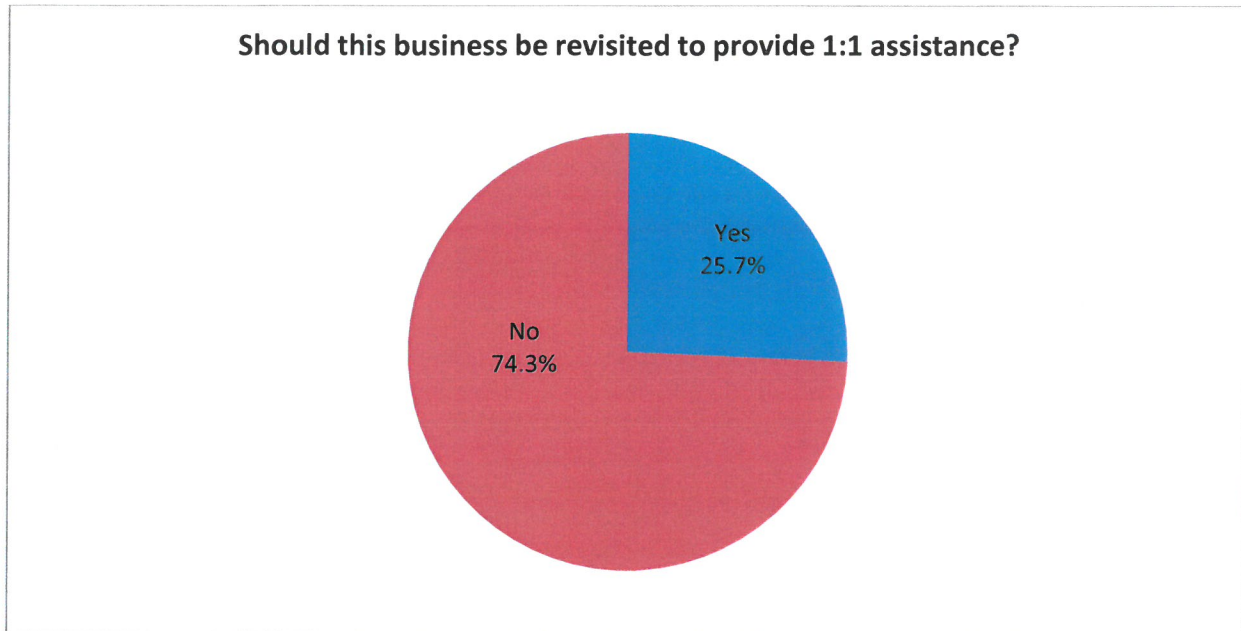
9. **Do you have an updated Business Plan? Do you plan on selling your business within the next 5 years?**

These questions were used to gain insight on opportunities where business support organizations such as Community Futures North Okanagan could help businesses with business planning and succession planning. Of the businesses surveyed, 21.9% had an updated business plan and 6.1% planned on selling their business within the next 5 years.



Walker Question: Should this company be revisited to provide 1:1 assistance?

One of the primary objectives of the Business Walk was to identify businesses that needed additional support or assistance from the City of Enderby or business support organizations such as Community Futures North Okanagan. Of the businesses surveyed, 25.7% required some form of assistance; the City of Enderby and Community Futures North Okanagan are currently in the process of following up with the 9 businesses that were identified as requiring further assistance.



**CITY OF ENDERBY
DEVELOPMENT VARIANCE PERMIT APPLICATION**

AGENDA

File No: 0045-22-DVP-END

May 30, 2022

APPLICANT: Kerry Korberg

OWNER(S): Jaeden Korberg

LEGAL DESCRIPTION: LOT 2 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION
YALE DISTRICT PLAN 15492

PID #: 008-818-231

LOCATION: 171 Brickyard Road, Enderby BC

PROPERTY SIZE: 0.19 hectares (0.4695 acres/1,900 square meters)

ZONING: Residential Multi-Family Medium Intensity (R.3)

**O.C.P
DESIGNATION:** Residential Medium Density

PROPOSAL: Subdivision

**PROPOSED
VARIANCES:** Reduce minimum lot area for adult retirement housing, reduce minimum rear yard setback for single family dwelling, reduce minimum lot frontage, not require further road dedication for Brickyard Road, not construct Brickyard Road to centreline, defer the requirement to design and construct a storm drainage system, not require a direct connection to the community sanitary sewer system for proposed new lot, not provide ornamental street lighting or underground wiring

RECOMMENDATION:

THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as LOT 2 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 15492, and located at 171 Brickyard Road, Enderby BC., to permit variances to the following Sections of City of Enderby Zoning Bylaw No. 1550, 2014:

- Section 604.6.e by reducing the minimum lot area for adult retirement housing from 1,900 m² (20,452 square feet) to 1,461 m² (15,727 square feet), as shown on the attached Schedule 'A';
- Section 604.10.d by reducing the minimum rear yard setback area for a single family dwelling from 6 m (19.68 feet) to 2.97 m (9.75 feet), as shown on the attached Schedule 'A';

- Section 1101.c.i by reducing the minimum lot frontage for a panhandle lot that cannot be further subdivided from 10 m (32.81 feet) to 9 m (29.53 feet), as shown on the attached Schedule 'A';

THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as LOT 2 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 15492, and located at 171 Brickyard Road, Enderby BC., to permit variances to the following Sections of City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000:

- Section 2.0 of Schedule "A" by not requiring Brickyard Road adjacent to the proposed lots to be dedicated a minimum of 9.0 m from the existing mean centreline of the road in accordance with the Local Road Standards;
- Section 5.0 of Schedule "A" and Schedule "B" by deferring the requirement to design and construct a storm drainage system to a future subdivision or Building Permit stage;
- Section 6.0 of Schedule "A" by not requiring the provision of ornamental street lighting; and
- Section 7.0 of Schedule "A" by not requiring the provision of underground wiring for power, telephone and cablevision,

AND THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as LOT 2 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 15492, and located at 171 Brickyard Road, Enderby BC., to permit a variance to Section 4.0 of Schedule "A" and Schedule "B" of City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000 by not requiring a direct connection to the community sanitary sewer system for the proposed new lot with the existing single-family dwelling, subject to the owner demonstrating and constructing an alternate sanitary sewer servicing solution, acceptable to the City of Enderby and its Approving Officer, which is properly and lawfully secured on title such that it runs with the land, in order to allow for an indirect connection to the community sanitary sewer service to be constructed, maintained, and renewed;

AND THAT Council affirms that the issuance of the Development Variance Permit to not require a direct connection to the community sanitary sewer system in no way implies or permits a holding tank or sewerage system under the *Sewerage System Regulation of the Public Health Act* as an acceptable alternate servicing solution for sanitary waste;

AND THAT Council NOT authorize the issuance of a Development Variance Permit for the property legally described as LOT 2 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 15492, and located at 171 Brickyard Road, Enderby BC., to permit a variance to Section 2.0 of Schedule "A" of City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000 by not requiring Brickyard Road adjacent to the proposed lots to be constructed to the centreline of the road in accordance with the Local Road Standards;

AND FURTHER THAT Council authorizes an exemption to Section 604.8 and 1101.1.b.i of the City of Enderby Zoning Bylaw No. 1550, 2014 by, i) reducing the minimum lot frontage for a single family dwelling from 12 m (39.37 feet) to 9 m (29.53 feet) for the proposed new lot, ii) reducing the minimum lot frontage for adult retirement housing from 35 m (114.8 feet) to 17.93 m (58.83 feet) for the proposed Remainder Lot, and iii) permitting a frontage to be less than one-tenth the perimeter of the parcel for the proposed new lot and Remainder Lot, as part of the proposed subdivision shown on the attached Schedule 'A'.

BACKGROUND:

This report relates to a Development Variance Permit application for the property located at 171 Brickyard Road. The owner is proposing to subdivide the property in order to create one new lot, as shown on the attached Schedule 'A'. The existing single family dwelling would be located on the smaller parcel, while the larger Remainder Lot is proposed to be used for a future adult retirement housing development. The applicant is seeking variances to the City of Enderby Zoning Bylaw No. 1550, 2014 in order to, i) reduce the minimum lot area for adult retirement housing from 1,900 m² (20,452 square feet) to 1,461 m² (15,727 square feet), ii) reduce the minimum rear yard setback area for a single family dwelling from 6 m (19.68 feet) to 2.97 m (9.75 feet), and iii) reduce the minimum lot frontage for a panhandle lot that cannot be further subdivided from 10 m (32.81 feet) to 9 m (29.53 feet). Furthermore, the applicant is seeking variances to the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000 in order to, i) not require Brickyard Road adjacent to the proposed lots to be dedicated a minimum of 9.0 m from the existing mean centreline of the road in accordance with the Local Road Standards, ii) not require Brickyard Road adjacent to proposed lots to be constructed to the centreline of the road in accordance with the Local Road Standards, iii) not require a direct connection to the community sanitary sewer system for the proposed new lot with the existing single-family dwelling, iv) defer the requirement to design and construct a storm drainage system to a future subdivision or Building Permit stage, v) not require the provision of ornamental street lighting, and vi) not require the provision of underground wiring for power, telephone and cablevision. Lastly, the applicant is seeking a lot frontage exemption for both of the proposed lots.

Site Context

The 1,900 m² (0.4695 acre) subject property is located on the east side of Brickyard Road. A single family dwelling, built in 1901, is located in the southwest corner of the property while an accessory residential building is located along the northern property boundary. The single family dwelling is connected to the City's community sanitary sewer system via a private service line that encroaches through a neighbouring property to the south and does not appear to be secured on title. The property is flat and access is gained via a gravelled driveway off of Brickyard Road. The rear of the property is adjacent to the AL Fortune Secondary School field.

The zoning and OCP designations of the subject property and surrounding properties are as follows:

- Subject property - Zoned Residential Multi-Family Medium Intensity (R.3) and designated in the Official Community Plan (OCP) as Residential Medium Density
- North and south properties - Zoned Residential Single Family (R.1) and designated in the OCP as Residential Low Density

- Western property - Zoned Transportation Corridor (S.2) and designated in the OCP as Transportation Corridor
- Eastern property - Zoned Assembly, Civic and Public Service (S.1) and designated in the OCP as School Site

The following figure shows the zoning designations of the subject and surrounding properties:



Figure 1: Zoning Map

Yellow - Residential Single Family (R.1)
 Orange – Residential Multi-Family Medium Intensity (R.3)
 Teal - Assembly, Civic and Public Service (S.1)
 Purple - Transportation Corridor (S.2)
 Green – Highway and Tourist Commercial (C.2)

The following orthophoto of the subject and surrounding properties was taken in 2011:



Figure 2: Orthophoto

The Proposal

The property owner is proposing to subdivide the property in order to create one new lot, as shown on the attached Schedule 'A'. The existing single family dwelling would be located on the smaller parcel, which is proposed to have an area of 350 m² (3,767 square feet); the larger Remainder Lot, which would have an area of 1,461 m² (15,727 square feet), is proposed to be used for a future adult retirement housing development; it should be noted that the property owner is in no way tied to these proposed land uses for the lots, and may develop the properties in accordance with any of the permitted uses of the Residential Multi-family Medium Intensity (R.3) zone.

Given that the existing single family dwelling is connected to the City’s community sanitary sewer system via a private service line that encroaches on a neighbouring property, and appears to be unsecured, the City’s Approving Officer is requiring that this matter must be resolved prior to subdivision approval; in response, the applicant is proposing to service the dwelling via an indirect connection to the community sanitary sewer system via a future collection system on the proposed Remainder Lot.

ZONING BYLAW:

The subject property is zoned Residential Multi-Family Medium Intensity (R.3) and uses permitted within this zone include:

- Apartment and multi-family residential;
- Adult retirement housing;
- Four family dwellings and three family dwellings;
- Two family dwellings;
- Single family dwellings
- Row housing;
- Boarding, lodging or rooming houses;
- Convalescent, nursing and personal care homes;
- Restricted agricultural use;
- Secondary suites and accessory residential;
- Bed and breakfasts; and;
- Civic and public service use.

The proposal as compared to the Zoning Bylaw requirements for the R.3 zone is as follows (highlighted items require a variance):

CRITERIA	R.3 ZONE REQUIREMENTS	PROPOSAL
Lot Area (min.)	350 m ² (3,767 square feet) for single family dwellings 1,900 m ² for adult retirement housing	350 m ² (3,767 square feet) for single family dwelling 1,461 m ² (15,727 square feet) for adult retirement housing
Lot Coverage (max.)	50%	< 50%
Lot Frontage (min.)	12 m (49.21 feet) for single family dwellings 35 m (114.8 feet) for adult retirement housing Not less than one-tenth of the perimeter of the parcel	9 m (29.53 feet) for proposed new lot with single family dwelling 17.93 m (58.83 feet) for proposed Remainder Lot for adult retirement housing Less than one-tenth of the perimeter of the parcels
Setbacks (min.)		
Front Yard	6 m (19.68 feet)	7.58 m (24.87 feet)
Rear Yard	6 m (19.68 feet)	2.97 m (9.75 feet)
Side Yard	1.2 m (3.94 feet)	2.84 m (9.33 feet)
Other buildings	3 m (9.842 feet)	> 3 m (9.842 feet)

SUBDIVISION SERVICING AND DEVELOPMENT BYLAW

Section 2.0 of Schedule "A" of the Subdivision Servicing and Development Bylaw requires the dedication and construction of local roads adjacent to residential properties proposed for subdivision, in accordance with Design, Materials, and Installation standards outlined in Section 2.0 of Schedule "A" of the Bylaw. Sections 6.0 and 7.0 of Schedules "A" and "B" of the Bylaw require the provision of ornamental street lighting and underground wiring for power, telephone and cablevision.

Section 4.0 of Schedule "A" and Schedule "B" of the Bylaw require properties zoned Residential Multi-Family Medium Intensity (R.3) to be connected to the community sanitary sewer system, while Section 5.0. of Schedule "A" and Schedule "B" of the Bylaw requires the design and construction of a storm drainage system as part of a proposed subdivision.

The applicant is seeking variances to the following Sections of the Subdivision Servicing and Development Bylaw No. 1278, 2000 as part of the proposed subdivision:

- Section 2.0 of Schedule "A" by not requiring Brickyard Road adjacent to the proposed lots to be dedicated a minimum of 9.0 m from the existing mean centreline of the road in accordance with the Local Road Standards;
- Section 2.0 of Schedule "A" by not requiring Brickyard Road adjacent to the proposed lots to be constructed to the centreline of the road in accordance with the Local Road Standards;
- Section 4.0 of Schedule "A" and Schedule "B" by not requiring a direct connection to the community sanitary sewer system for the proposed lot with the existing single-family dwelling;
- Section 5.0 of Schedule "A" and Schedule "B" by deferring the requirement to design and construct a storm drainage system to a future subdivision or Building Permit stage;
- Section 6.0 of Schedule "A" by not requiring the provision of ornamental street lighting; and
- Section 7.0 of Schedule "A" by not requiring the provision of underground wiring for power, telephone and cablevision.

OFFICIAL COMMUNITY PLAN:

Policies contained within the Official Community Plan which apply to this development include:

- Policy 3.3.c - Council recognizes that development of land has social impacts and will act through the approval process to minimize negative and maximize positive impacts.
- Policy 3.3.h - Council will utilize the development approval process, including Phased Development Agreements, to secure an adequate supply of quality affordable, attainable and special needs housing which meets the needs of all residents of the community, regardless of age, mobility, background or socio-economic status.
- Policy 4.4.c - Council will encourage and support a spectrum of housing choices throughout the community, including secondary suites, in order to meet the diverse housing needs of residents.

- Policy 5.3.f - Council will develop strategies and tools to encourage and facilitate infill and redevelopment within existing developed areas of the community.
- Policy 8.3.h - Council will support infill and redevelopment within the community.
- Policy 8.3.i - Council will employ Smart Growth principles in future development.
- Policy 9.3.f - Council will develop a robust strategy to support infill, redevelopment, and brownfield reclamation that utilizes existing infrastructure, revitalizes the community, and enhances the use of underutilized lands.
- Policy 20.3.f - Council will encourage infill, redevelopment and brownfield strategies that focus growth towards areas with existing infrastructure.
- Policy 20.3.g - Council will support innovative options that will assist in maintaining appropriate levels of infrastructure and service delivery in a fiscally responsible manner.

REFERRAL COMMENTS:

The subject application was referred to the City of Enderby Public Works Manager, Building Inspector, and Fire Chief.

The following comments were received in response to the referral:

Public Works Manager

“Given the nature of the development, the following variances should not be supported, or only supported subject to certain conditions being met:

Reconstructing Brickyard Road to centreline adjacent to the subject property should not be waived, but rather cash in lieu should be collected so that this can be contributed towards future road and service upgrades.

Not requiring a direct connection to the community sanitary sewer system for the future lot with the existing single-family dwelling on it should only be varied conditional upon the owner demonstrating and constructing an alternate sanitary sewer servicing solution, acceptable to the City of Enderby and its Approving Officer, which is properly and lawfully secured on title such that it runs with the land, in order to allow for an indirect connection to the community sanitary sewer service to be constructed, maintained, and renewed. For clarity, this would be a private line through another private parcel, and the City would not be responsible for the ownership, maintenance, or renewal of this alternate sanitary sewer servicing solution.

The subdivision should not be approved until the alternate sanitary sewer servicing solution is accepted by the City and its Approving Officer, the necessary agreements are registered on title, and either (a) the accepted alternate sanitary servicing solution is constructed through the new multi-family parcel prior to subdivision approval; or (b) a covenant is registered against the new multi-family

parcel restricting the issuance of a building permit until such time as the accepted alternate sanitary solution has been constructed.

The variance should clearly state that the waiving of a direct connection to the community sanitary sewer system in no way implies or permits a holding tank or sewerage system under the Sewerage System Regulation of the Public Health Act as an acceptable alternate servicing solution for sanitary waste.

With respect to designing and constructing a storm drainage system, it is appropriate to defer this until subdivision or potentially building permit, as we will not know the density and area of impermeable surfaces until that time. The developers should be made aware of the fact that there is no storm collection system in this vicinity and, as a result, drainage will need to be managed on-site.

With respect to undergrounding the overhead wiring and adding ornamental lights, these are not necessary given the infrastructure context of the surrounding neighbourhood.”

No other comments of concern were received in response to the referral.

PLANNING ANALYSIS:

Minimum Lot Area for Adult Retirement Housing

The City of Enderby Planner raises no objections to the applicant's request to vary Section 604.6.e of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum lot area for adult retirement housing from 1,900 m² (20,452 square feet) to 1,461 m² (15,727 square feet), as shown on the attached Schedule 'A'. Upon consideration of input from adjacent land owners, it is recommended that Council authorize the issuance of the Development Variance Permit given that the proposed Remainder Lot is a large, flat lot that has significant development potential, and without a variance to reduce the minimum lot area for a more intensive residential land use, the highest intensity residential use that could occur on the property would be a four-family dwelling; by reducing the minimum lot area for adult retirement housing, this will enable the property to be used in a manner that maximizes its development potential.

Rear Yard Setback for Single Family Dwelling

The City of Enderby Planner raises no objections to the applicant's request to vary Section 604.10.d by reducing the minimum rear yard setback area for a single family dwelling from 6 m (19.68 feet) to 2.97 m (9.75 feet), as shown on the attached Schedule 'A'. Upon consideration of input from adjacent land owners, it is recommended that Council authorize the issuance of the Development Variance Permit given that the reduced setback would only impact the proposed Remainder Lot, which is currently undeveloped. Should the proposed subdivision be approved, and the Remainder Lot is subsequently developed, any future purchaser would have been aware of the reduced setback for the single family dwelling on the adjacent new lot, prior to purchase.

Reduced Lot Frontage

The City of Enderby Planner raises no objections to the applicant's request to:

- Vary Section 1101.c.i of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum lot frontage for a panhandle lot that cannot be further subdivided from 10 m (32.81 feet) to 9 m (29.53 feet), as shown on the attached Schedule 'A'; and
- Receive an exemption to Section 604.8 and 1101.1.b.i of the City of Enderby Zoning Bylaw No. 1550, 2014 by, i) reducing the minimum lot frontage for a single family dwelling from 12 m (39.37 feet) to 9 m (29.53 feet) for the proposed new lot, ii) reducing the minimum lot frontage for adult retirement housing from 35 m (114.8 feet) to 17.93 m (58.83 feet) for the proposed Remainder Lot, and iii) permitting a frontage to be less than one-tenth the perimeter of the parcel for the proposed new lot and Remainder Lot, as shown on the attached Schedule 'A',

and upon consideration of input from adjacent land owners, it is recommended that Council authorize the issuance of the Development Variance Permit and lot frontage exemption for the following reasons:

- The proposed variance and lot frontage exemption would enable the proposed subdivision, such that the existing single family dwelling could be maintained while still allowing for a more intensive residential land use to occur on the proposed Remainder Lot;
- It is anticipated that the proposed frontages of 9 m (29.53) for the new lot with the single family dwelling, and 17.93 m (58.83 feet) for the proposed Remainder Lot that is to be used for adult retirement housing, are sufficient to be able to accommodate the anticipated traffic and access demands associated with sites, especially given that the Brickyard Road corridor is straight and provides clear sight lines for vehicles gaining ingress and egress to the road; and
- It is not anticipated that the proposed variance and lot frontage exemption would negatively impact the use and enjoyment of the subject and surrounding properties.

Road Dedication and Construction to Centreline

The City of Enderby Planner raises no objections to the applicant's request to vary Section 2.0 of Schedule "A" of the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000 by not requiring Brickyard Road adjacent to the proposed lots to be dedicated a minimum of 9.0 m from the existing mean centreline of the road in accordance with the Local Road Standards. Upon consideration of input from adjacent land owners, it is recommended that Council authorize the issuance of the Development Variance Permit given that the existing road dedication along Brickyard Road is sufficient to accommodate the road standard, and no additional dedication is necessary.

However, the City of Enderby Planner has concerns with the applicant's request to vary Section 2.0 of Schedule "A" by not requiring Brickyard Road adjacent to proposed lots to be constructed to the centreline of the road in accordance with the Local Road Standards. The proposed development has the potential to add a significant amount of density to the property, thus increasing the amount of traffic and wear-and-tear to Brickyard Road; given this, Staff feel that it is appropriate for the applicant to contribute towards the

construction of Brickyard Road to the centreline of the road, which would likely be collected as a cash-in-lieu payment that would be directed towards a future renewal of the road. For those reasons, it is recommended that Council not support this variance request.

Indirect Connection to Community Sanitary Sewer System

Consistent with the referral comments from the City of Enderby Public Works Manager, the City of Enderby Planner recommends that Council support the applicant's request to vary Section 4.0 of Schedule "A" and Schedule "B" of City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000 by not requiring a direct connection to the community sanitary sewer system for the proposed lot with the existing single-family dwelling, subject to the owner demonstrating and constructing an alternate sanitary sewer servicing solution, acceptable to the City of Enderby and its Approving Officer, which is properly and lawfully secured on title such that it runs with the land, in order to allow for an indirect connection to the community sanitary sewer service to be constructed, maintained, and renewed. As previously mentioned by the City's Public Works Manager, this arrangement would be a private line through another private parcel, and the City would not be responsible for the ownership, maintenance, or renewal of this alternate sanitary sewer servicing solution. It is recommended that Council makes explicit that the waiving of a direct connection to the community sanitary sewer system in no way implies or permits a holding tank or sewerage system under the *Sewerage System Regulation of the Public Health Act* as an acceptable alternate servicing solution for sanitary waste.

Defer Design and Construction of Storm Drainage System

The City of Enderby Planner raises no objections to the applicant's request to vary Section 5.0 of Schedule "A" and Schedule "B" of City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000 by deferring the requirement to design and construct a storm drainage system to a future subdivision or Building Permit stage. Upon consideration of input from adjacent land owners, it is recommended that Council authorize the issuance of a Development Variance Permit given that the density and degree of impermeable surfaces associated with a future adult retirement housing development are not known at this time; Staff feel that it is appropriate to defer the requirement to design and construct a storm drainage system until a future subdivision or Building Permit application process.

Provision of Ornamental Street Lighting and Underground Wiring

The City of Enderby Planner raises no objections to the applicant's request to vary Section 6.0 and 7.0 of Schedule "A" of the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000 by not requiring the provision of ornamental street lighting or underground wiring for power, telephone and cablevision. Upon consideration of input from adjacent land owners, it is recommended that Council authorize the issuance of the Development Variance Permit for the following reasons:

- There is no ornamental street lighting along the Brickyard Road corridor and the existing street lights affixed to hydro poles along Brickyard Road provide sufficient light to accommodate the needs of traffic in that area, such that additional lighting is not necessary; and

- Overhead wiring is the existing standard along the entirety of the Brickyard corridor and requiring the installation of underground wiring for the subject property's minimal frontage along Brickyard Road is unnecessary and would have no impact on improving the broader service standard of the neighbourhood.

SUMMARY

This report relates to a Development Variance Permit Application for the property located at 171 Brickyard Road. The property owner is proposing to subdivide the subject property in order to create one new lot, as shown on the attached Schedule 'A'. As part of the proposed subdivision, the applicant is seeking a number of variances to the City's Zoning Bylaw and Subdivision Servicing and Development Bylaw. Staff are recommending that several of the variances be supported, that the variance request to not require a direct connection to the City's community sanitary sewer system be supported with a condition, and that the variance request to not construct Brickyard Road to centreline not be supported.

Prepared By:



Kurt Inglis, MCIP, RPP
Planner

Reviewed By:



Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

DEVELOPMENT VARIANCE PERMIT APPLICATION

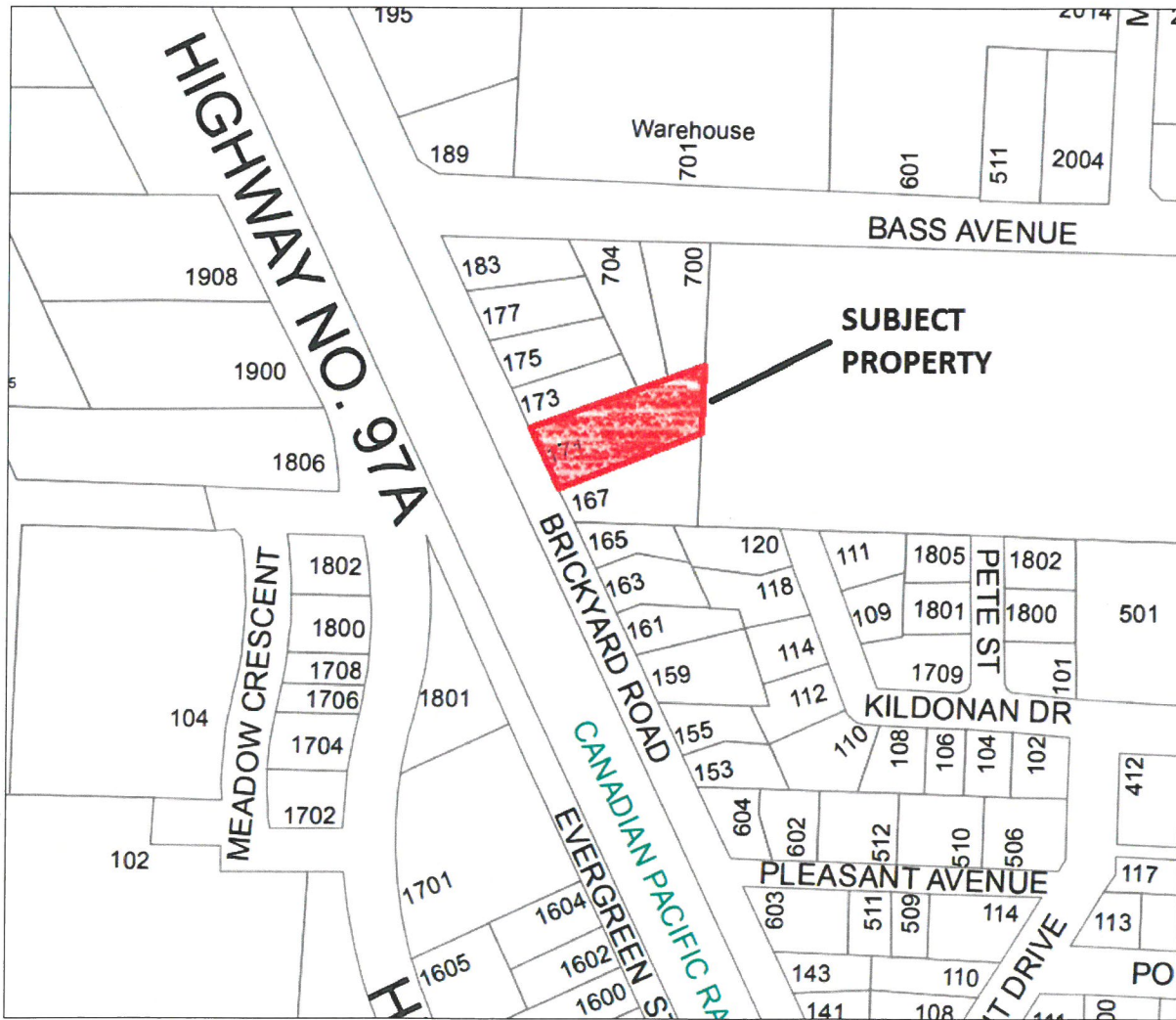
SUBJECT PROPERTY MAP

File: 0045-22-DVP-END

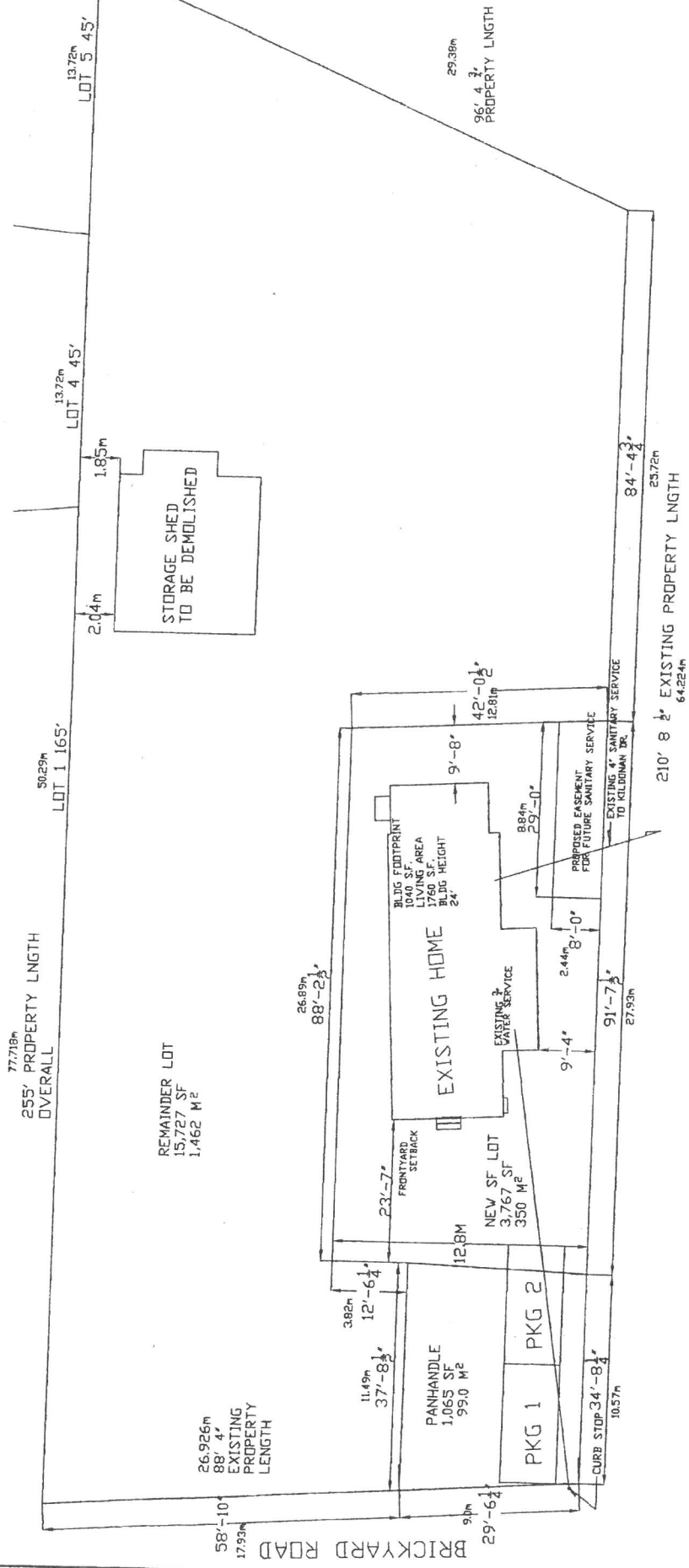
Applicant: Kerry Korberg

Owner: Jaeden Korberg

Location: 171 Brickyard Road, Enderby BC



SCHEDULE 'A'



SINGLE FAMILY LOT
 SUBDIVISION
 LOT 2 DL 150 PLAN 15492
 171 BRICKYARD ROAD

**CITY OF ENDERBY
DEVELOPMENT VARIANCE PERMIT APPLICATION**

AGENDA

File No: 0046-22-DVP-END

May 30, 2022

APPLICANT: Geoff Vetter

OWNER: Dustin and Stacey Bengtson

LEGAL DESCRIPTION: LOT 2 SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN
KAMLOOPS DIVISION YALE DISTRICT PLAN KAP88729

PID #: 027-850-650

LOCATION: 155 Vetter Place, Enderby BC

PROPERTY SIZE: 752.6 m² (8,101 square feet)

ZONING: Residential Single Family (R.1)

O.C.P DESIGNATION: Residential Low Density

PROPOSAL: Legalize two existing retaining walls

PROPOSED VARIANCE: Vary Section 309.1.i of the City of Enderby Zoning Bylaw No. 1550, 2014 by increasing the maximum height of a retaining wall from 1.2 m (3.94 feet) to 1.52 m (5 feet) and 2.44 m (8 feet)

RECOMMENDATIONS:

THAT Council authorize the issuance of a Development Variance Permit for the property legally described as LOT 2 SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP88729 and located at 155 Vetter Place, Enderby B.C. to permit a variance to Section 309.1.i of the City of Enderby Zoning Bylaw No. 1550, 2014 by increasing the maximum height of a retaining wall from 1.2 m (3.94 feet) to 1.52 m (5 feet) and 2.44 m (8 feet), as shown on the attached Schedule 'A'.

BACKGROUND:

This report relates to a Development Variance Permit application for the property located at 155 Vetter Place, Enderby BC. The applicant is seeking to legalize two existing retaining walls, and in order to do so must obtain a variance to Section 309.1.i of the City of Enderby Zoning Bylaw No. 1550, 2014 by increasing the maximum height of a retaining wall from 1.2 m (3.94 feet) to 1.52 m (5 feet) and 2.44 m (8 feet), as

shown on the attached Schedule 'A'. The retaining walls were originally constructed without a Building Permit and exceed the Zoning Bylaw's maximum height provisions for retaining walls.

Site Context

The 752.6 m² (8,101 square feet) subject property is located on the north side of Vetter Place. The property slopes significantly in a southerly to northerly direction. A single family dwelling constructed in 2021 is located in the central portion of the lot. A 1.52 m (5 foot) retaining wall is located along the western property boundary and a 2.44 m (8 foot) retaining wall is located along the northern property boundary.

The subject property and surrounding properties are all zoned Residential Single Family (R.1) and are designated in the Official Community Plan (OCP) as Residential Low Density

The following figure shows the zoning designations of the subject and surrounding properties:

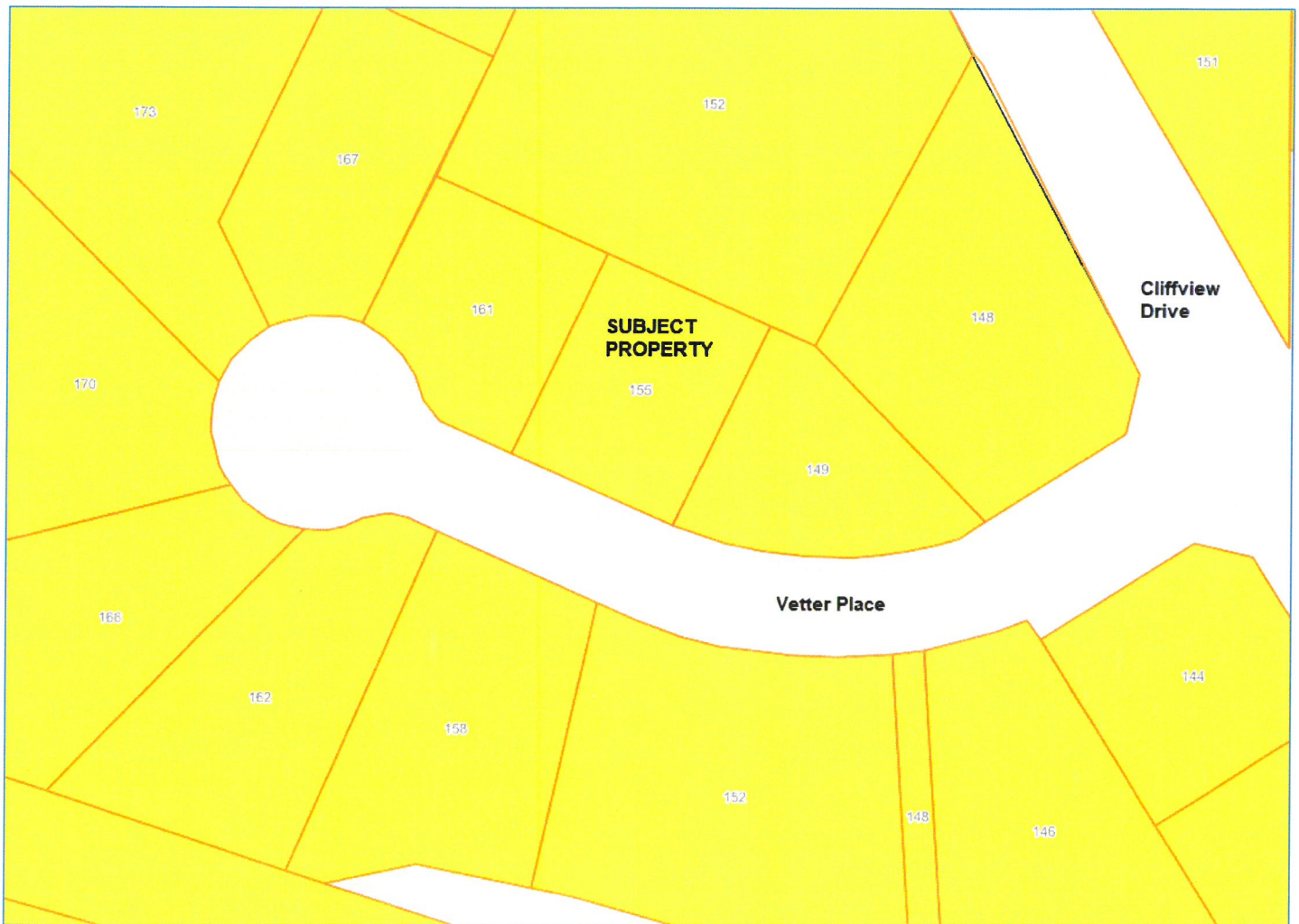


Figure 1: Zoning Map

Yellow - Residential Single Family (R.1) Zone

The following orthophoto of the subject and surrounding properties was taken in 2018:



Figure 2: Orthophoto

The Proposal

The applicant is seeking to legalize two existing retaining walls, and in order to do so must obtain a variance to Section 309.1.i of the City of Enderby Zoning Bylaw No. 1550, 2014 by increasing the maximum height of a retaining wall from 1.2 m (3.94 feet) to 1.52 m (5 feet) and 2.44 m (8 feet), as shown on the attached Schedule 'A'. The retaining walls were originally constructed without a Building Permit and

It should be noted that as part of the applicant's process to legalize the retaining walls, they are also applying for a Building Permit consistent with the requirements of the City of Enderby Building Bylaw No. 1582, 2015. Given that the retaining walls are greater than 1.2 m (3.94 feet) in height, as part of the Building Permit process the applicant will be required obtain a professional design and field review by a Registered Professional, in order to ensure that the retaining walls are structurally safe.

ZONING BYLAW:

The subject property is zoned Residential Single Family (R.1) and the permitted uses within this zone include accessory residential buildings, single-family dwellings, secondary suites, bed and breakfasts, civic and public service use, and restricted agricultural use.

Section 309.1.i of the Zoning Bylaw requires that retaining walls on all residential lots, except those required as a condition of subdivision approval, must not exceed a height of 1.2 m (3.94 feet) measured from grade on the lower side, and must be constructed so that multiple retaining walls are spaced to provide at least a 1.2 m (3.94 feet) horizontal separation between them.

OFFICIAL COMMUNITY PLAN:

Policies contained within the Official Community Plan which apply to this development include:

- Policy 2.2.b - To maintain and enhance the City of Enderby as a sustainable, diverse, vibrant, unique and attractive community.
- Policy 2.2.c - To maintain and enhance the social well-being, development, and the quality of life for all citizens of Enderby.
- Policy 2.2.f - To respect and preserve a process of open, flexible and participatory decision making in the ongoing planning and day-to-day decisions of the City.
- Policy 3.3.c - Council recognizes that development of land has social impacts and will act through the approval process to minimize negative and maximize positive impacts.

REFERRAL COMMENTS:

The subject application was referred to the City of Enderby Public Works Manager, Building Inspector, and Fire Chief. No comments of concern were received in response to the referral.

PLANNING ANALYSIS:

The City of Enderby Planner raises no objections to the applicant's request to vary Section 309.1.i of the City of Enderby Zoning Bylaw No. 1550, 2014 by increasing the maximum height of a retaining wall from 1.2 m (3.94 feet) to 1.52 m (5 feet) and 2.44 m (8 feet), as shown on the attached Schedule 'A'. Upon consideration of input from adjacent land owners, it is recommended that Council authorize the issuance of the Development Variance Permit for the following reasons:

consideration of input from adjacent land owners, it is recommended that Council authorize the issuance of the Development Variance Permit for the following reasons:

- For the northern retaining wall, having a single 2.44 m (8 foot) tall retaining wall versus a series of smaller ‘stepped’ retaining walls would have little to no visual impacts to the adjacent, lower property to the north located at 152 Cliffview Drive, given that there is a distance of approximately 90 feet (27.4 m) between the retaining wall and associated dwelling, with a significant amount of vegetation between them;
- Constructing taller, single retaining walls versus a series of smaller ‘stepped’ retaining walls has significantly increased the useability and constructability of the property; a stepped approach would have significantly diminished the useable open space of the rear and side yards of the property; and
- Should there be any safety considerations associated with taller retaining walls (i.e. guard rails), this will be identified and dealt with through the required Building Permit process and the requirement to engage a Registered Professional for professional design and field review.

SUMMARY

This is an application for a Development Variance Permit for the property located at 155 Vetter Place, Enderby BC. The applicant is seeking to legalize two existing retaining walls, and in order to do so must obtain a variance to Section 309.1.i of the City of Enderby Zoning Bylaw No. 1550, 2014 by increasing the maximum height of a retaining wall from 1.2 m (3.94 feet) to 1.52 m (5 feet) and 2.44 m (8 feet), as shown on the attached Schedule ‘A’. The retaining walls were originally constructed without a Building Permit and exceed the Zoning Bylaw’s maximum height provisions for retaining walls.

The City of Enderby Planner is supportive of the variance request and is recommending that Council authorize the issuance of a Development Variance Permit.

Prepared By:



Kurt Inglis, MCIP, RPP
Planner

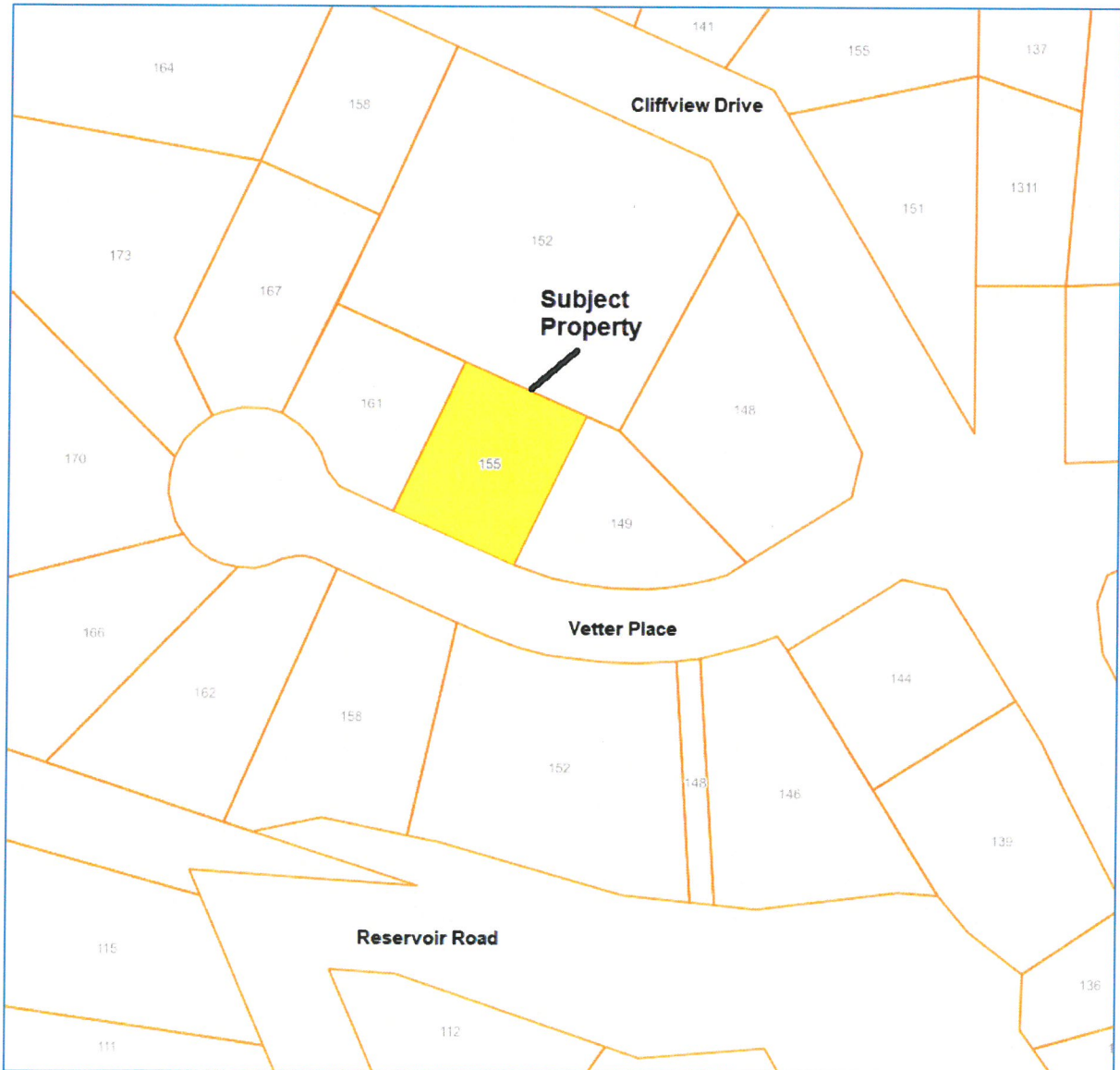
Reviewed By:



Tate Bengtson
Chief Administrative Officer

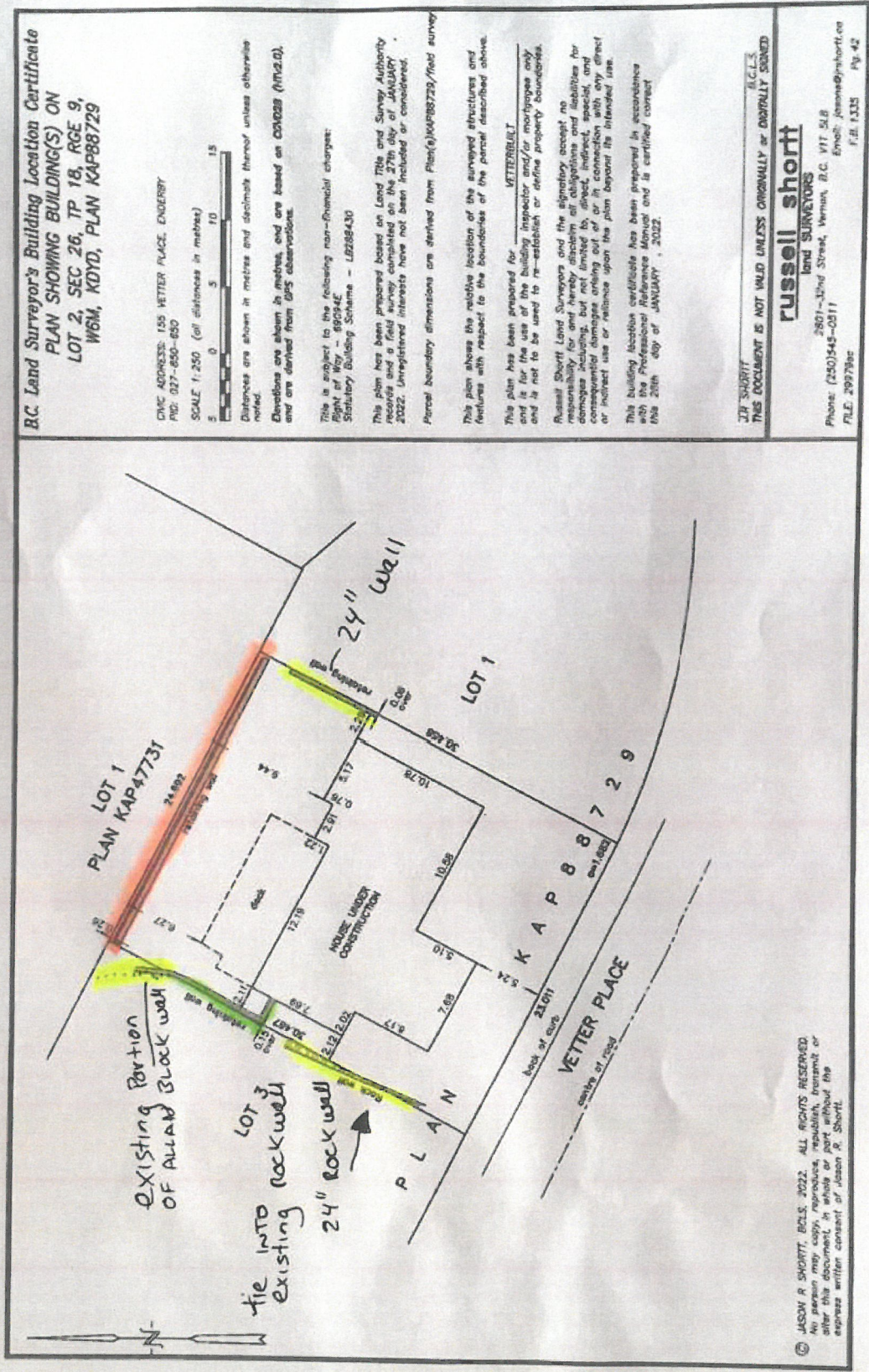
THE CORPORATION OF THE CITY OF ENDERBY
DEVELOPMENT VARIANCE PERMIT APPLICATION
SUBJECT PROPERTY MAP

File: 0046-22-DVP-END
Applicant: Geoff Vetter
Owner(s): Dustin and Stacey Bengtson
Location: 155 Vetter Place, Enderby BC



SCHEDULE 'A'

- = 5' ALLAN BLOCK WALL - (WESTSIDE)
- = 8' VERTI BLOCK WALL - (NORTHSIDE) (5' EXPOSED)



BC Land Surveyor's Building Location Certificate
 PLAN SHOWING BUILDING(S) ON
 LOT 2, SEC 26, TP 18, RGE 9,
 W6M, KDYD, PLAN KAP88729

DIVISION ADDRESS: 155 VETTER PLACE, ENDERBY
 PID: 037-650-650
 SCALE: 1:250 (all distances in metres)

Distances are shown in metres and decimals thereof unless otherwise noted.
 Elevations are shown in metres, and are based on CDN028 (MVD.0), and are derived from GPS observations.

This is subject to the following non-financial charges:
 Right of Way - \$9034E
 Statutory Building Scheme - L2288430

This plan has been prepared based on Land Title and Survey Authority records and a field survey completed on the 27th day of JANUARY 2022. Unregistered interests have not been included or considered.

Parcel boundary dimensions are derived from Plan(s) KAP88729/field survey

This plan shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above.

This plan has been prepared for VETERBUILT and is for the use of the building inspector and/or mortgagee only and is not to be used to re-establish or define property boundaries.

Russell Shortt Land Surveyors and the signatory accept no responsibility for any errors, omissions and liabilities for damages including, but not limited to, structural damage, consequential damages arising out of or in connection with an effect or indirect use or reliance upon the plan beyond its intended use.

This building location certificate has been prepared in accordance with the Professional Reference Manual and is certified correct for the 20th day of JANUARY, 2022.

JR SHORTT B.C.L.S.
 THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY OR DIGITALLY SIGNED

russell shortt
 LAND SURVEYORS

2801-12nd Street, Vernon, B.C. V1T 5L8
 Phone: (250)545-0811 Email: jason@rshortt.ca
 F.L.E. 1335 Pg. 42

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SCHEDULE 'B'



Figure 1 – Northern retaining wall (facing east)



Figure 2 – Northern retaining wall (facing west)



Figure 3 – Western retaining wall (facing south)



Figure 4 – Western retaining wall (facing south)

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: May 30, 2022
Subject: Wildlife Attractant Regulations

RECOMMENDATION

THAT Council gives three readings to the City of Enderby Wildlife Attractant Bylaw No. 1754, 2022 and the City of Enderby Garbage Collection Regulation Bylaw No. 1566, 2015 Amendment Bylaw No. 1755, 2022.

BACKGROUND

The City of Enderby is located in a wildlife-urban interface area. In these areas, wildlife is at risk of being habituated to unnatural food sources such as residential garbage, which often leads to the wildlife losing their fear of humans and becoming dangerous, at which point they must be euthanized.

The Conservation Officer Service has reported a 100% increase in call volumes related to bears in Enderby since 2021, and a 60% increase over the 2020 numbers. The Conservation Officer Service has asked the City of Enderby to consider regulations to require the management of wildlife attractants by property owners in order to reduce wildlife habituation and its consequences (conflicts, danger, and euthanasia).

Many communities in BC already have animal attractant bylaws, including Gibsons, Squamish, Revelstoke, Kamloops, Armstrong, Kelowna, West Kelowna, Kamloops, Naramata, Princeton, Maple Ridge, West Vancouver, Coquitlam, Pemberton, Sooke, Castlegar, Whistler, Cranbrook, Prince George, Kimberley, and Summerland, in addition to a number of regional districts. This list is non-exhaustive; staff are also aware of several other communities that are in the process of developing animal attractant bylaws.

As a municipality that is subject to the *Community Charter*, the City may only regulate wildlife in a manner that is consistent with the *Spheres of Concurrent Jurisdiction – Environment and Wildlife Regulation*. This regulation enables the City to “regulate, prohibit and impose requirements respecting the feeding or attracting of dangerous wildlife or members of the family Cervidae [deer].” The regulation requires that certain activities must be exempt from a local government wildlife attractant bylaw: trapping, normal farm operations, and solid and liquid waste disposal facilities; these activities are regulated directly by the Province.

The City of Enderby Wildlife Attractant Bylaw No. 1754, 2022 proposes to prohibit the leaving or placing of wildlife attractants on or about land or premises where there are or are likely to be people, in a manner in which the attractants could attract wildlife to the premises and be accessible to wildlife. The bylaw also prohibits the feeding of wildlife. The bylaw provisions are commonplace among wildlife attractant bylaws and are consistent with guidance from WildSafeBC.

In addition, an amendment to the City of Enderby Garbage Collection Regulation Bylaw No. 1566, 2015 is proposed in order to deal with two related issues. First, the amendment removes from the definition of “garbage container” the phrase “heavy weight plastic bag,” with the implication that all garbage must be placed at curbside in rigid containers with lids. Second, the amendment adds a clause that requires garbage to be placed at curbside “no earlier than 4:00 a.m.” on the day of collection.

Secondary effects of the proposed regulations include:

- assisting in making properties less attractive to rats and other vermin by making food sources less accessible; and
- preventing other wild and domestic animals from ripping through garbage bags and scattering garbage on collection day.

Staff anticipate that there will be an adjustment period for residents. Engagement will start with an educational approach, which will supplement ongoing awareness initiatives encouraging the public to “bear proof” their properties; as is often the case, a purely educational approach has helped, but uptake has been mixed. In the meantime, wildlife conflicts are continuing to occur, often with tragic consequences for wildlife, as well as placing domestic animals and humans at risk.

Subject to Council giving three readings to the proposed bylaws, staff will commence work on corollary amendments to the City’s ticketing bylaws; as education-based compliance will precede enforcement, staff are comfortable staggering the implementation of penalties and can generally address situations that are severely problematic under one of the City’s other bylaws, or otherwise refer to the Conservation Officer Service.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1754, 2022

A bylaw to regulate, prohibit, and impose requirements respecting the feeding and attracting of dangerous wildlife and members of the family Cervidae

WHEREAS Section 8(3)(k) of the *Community Charter* authorizes the Council of the City of Enderby to, by bylaw, regulate, prohibit and impose requirements in relation to animals;

AND WHEREAS Section 9(1)(c) of the *Community Charter* recognizes wildlife as a sphere of concurrent authority for which Council may not adopt a bylaw unless in accordance with a regulation, an agreement, or an approval of the Province;

AND WHEREAS Section 2(1)(c) of the *Spheres of Concurrent Jurisdiction – Environment and Wildlife Regulation* enables Council to regulate, prohibit, and impose requirements respecting the feeding or attracting of dangerous wildlife or members of the family Cervidae;

NOW THEREFORE the Council of the City of Enderby, in open meeting assembled, enacts as follows:

1. CITATION

1. This Bylaw shall be cited as “City of Enderby Wildlife Attractant Bylaw No. 1754, 2022”.

2. DEFINITIONS AND INTERPRETATION

In this Bylaw:

“**City**” means the Corporation of the City of Enderby.

“**Dangerous Wildlife**” includes bear, cougar, coyote, wolf, and any species of wildlife that is prescribed as dangerous under the *Wildlife Act*.

“**Wildlife**” includes Dangerous Wildlife and members of the family Cervidae [deer].

“**Wildlife Attractant**” includes any substance which could reasonably be expected to, or does, attract Wildlife, including but not limited to food products, food containers, pet and bird food, seeds, restaurant grease, game meat, carcasses, animal waste products, uncollected fruit, garbage, organic waste, barbecues, grills, and related equipment, diapers, grease barrels, petroleum products, antifreeze, other chemical products and any other substance or thing prescribed by the *Wildlife Act*.

3. GENERAL

1. Bylaw Enforcement Officers appointed by the City are authorized to enforce and carry out the provisions of this Bylaw.
2. Bylaw Enforcement Officers appointed by the City are hereby authorised to enter, at all reasonable times, upon any property within the municipal boundaries of the City of Enderby

subject to this Bylaw and Section 16 of the *Community Charter*, in order to ascertain whether the regulations of this Bylaw are being obeyed.

3. A person, operation, or facility is exempt from this Bylaw if their activities are consistent with section 2(3) of the *Spheres of Concurrent Jurisdiction – Environment and Wildlife Regulation*.

4. REGULATIONS, PROHIBITIONS AND REQUIREMENTS

1. Except as permitted in this Bylaw, a person must not:
 - (a) Leave or place Wildlife Attractants in, on, or about any land or premises where there are or are likely to be people, in a manner in which the Wildlife Attractant could attract Wildlife to the premises and be accessible to Wildlife.
 - (b) Feed, or attempt to feed, Wildlife.
2. Every owner or occupier of real property must ensure that:
 - (a) Fruit that has fallen from a tree or bush is removed, stored, or disposed in such a manner so as not to attract or be accessible to Wildlife.
 - (b) Birdfeeders containing bird feed, suet or nectar are suspended on a cable or other device in such a manner that it is inaccessible to Wildlife, and the area below any birdfeeder is kept free of accumulations of Wildlife Attractants.
 - (c) Barbecue equipment and tools that remain outdoors after use must be clean and free of residual food or grease so as not to attract or be accessible to Wildlife.
 - (d) Refrigerators, freezers, storage containers or similar units containing Wildlife Attractants of any type, if outdoors, are located and equipped in a manner that is inaccessible to Wildlife.
 - (e) Grease, antifreeze, paint and petroleum products are stored in such a manner that is inaccessible to Wildlife.
 - (f) Compost is kept and maintained in an enclosed and secure rigid container that is inaccessible to Wildlife.
 - (g) Other animals, including backyard hens and bees, as well as domestic animals, are kept in a manner that is reasonably inaccessible to Wildlife, including their food.
 - (h) Garbage is stored indoors or otherwise in durable, rigid receptacles fitted with covers that are inaccessible to Wildlife, and not placed at curbside until 4:00 a.m. on the day of collection.
 - (i) All garbage is kept and disposed in accordance with this Bylaw, the City of Enderby Garbage Collection Regulation Bylaw No. 1566, 2015 and any other relevant enactment.

5. OFFENSES

1. Every person who contravenes or violates any provision of this Bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of any provision of this Bylaw, or who neglects to do or refrains from doing anything required to be done by any provision of this Bylaw, commits an offence and, upon conviction, shall be liable to a fine or penalty not to exceed \$10,000, and a jail term of not more than 6 months.
2. Each day the offence continues is considered a separate offence.
3. This bylaw is enforceable through the City of Enderby Municipal Ticketing Information (MTI) System Bylaw No. 1518, 2013 and the City of Enderby Bylaw Notice Enforcement Bylaw No. 1581, 2015.

6. SEVERABILITY

1. If a section, subsection, sentence, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of a Court of competent jurisdiction, it shall be severed and such decision shall not affect the validity of the remaining portions of this Bylaw.

7. EFFECTIVE DATE

1. This bylaw shall come into force and effect as and from the date of adoption.

READ a FIRST time this __ day of _____, 2022.

READ a SECOND time this __ day of _____, 2022.

READ a THIRD time this __ day of _____, 2022.

ADOPTED this __ day of _____, 2022.

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1755

A BYLAW TO AMEND GARBAGE COLLECTION REGULATION BYLAW NO. 1566, 2015

WHEREAS Council of the City of Enderby has adopted "City of Enderby Garbage Collection Regulation No. 1566, 2015";

NOW THEREFORE Council of the City of Enderby, in open meeting assembled, enacts as follows:

CITATION

1. This bylaw may be cited as the "City of Enderby Garbage Collection Regulation Bylaw No. 1566, 2015 Amendment Bylaw No. 1755, 2022".

AMENDMENTS

City of Enderby Garbage Collection Regulation Bylaw No. 1566, 2015 is hereby amended as follows:

2. By replacing the definition of "garbage container" with:

"garbage container" means a non-corrosive, durable, rigid receptacle, fitted with secure handles and a watertight cover, used for the collection of garbage from residential premises.

3. By replacing section 4.1 with:

All garbage containers shall be kept, maintained and readily accessible for emptying or collection by 7:00 a.m. on the day of collection and shall be placed at curbside no earlier than 4:00 a.m. on the day of collection.

READ a FIRST time this ___ day of _____, 2022.

READ a SECOND time this ___ day of _____, 2022.

READ a THIRD time this ___ day of _____, 2022.

ADOPTED this ___ day of _____, 2022.

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner
Date: May 17, 2022
Subject: Enderby Arts Festival 2022 - Temporary Road Closure

RECOMMENDATION

THAT Council receives the Enderby & District Arts Council's Temporary Road Closure application for information.

BACKGROUND

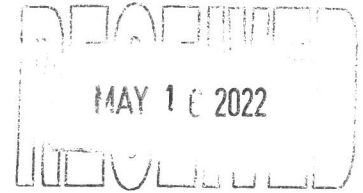
The Enderby & District Arts Council has submitted a Temporary Road Closure application (attached) for the Enderby Arts Festival scheduled for Saturday July 23, 2022. In prior years, the Arts Festival involved the closing of Cliff Avenue from George Street to Vernon Street, and Belvedere Street from Cliff Avenue to Mill Avenue; however, this year the Arts Council is proposing a more scaled down version of the event which would only see the closing of Belvedere Street between MacPherson Lane and Mill Avenue, between the hours of 7:00 am and 3:00 pm.

The *Temporary Road Closures for Community Events Policy* has delegated authority to Staff to approve a Temporary Road Closure Application on behalf of Council, subject to the applicant meeting all of the requirements of the Policy. All first time events must be approved by Council. As this is not a first-time event and all requirements for a road closure have been met consistent with the *Temporary Road Closures for Community Events* policy, Staff have approved the application.

Respectfully Submitted,



Kurt Inglis
Planner



Enderby & District Arts Council (EDAC)
Box 757
Enderby, BC V0E 1V0

May 13, 2022

City of Enderby

To Whom it May Concern:

Enclosed please find Application for Road Closure and map showing location of proposed closure. EDAC and the Courtyard Gallery are again planning to host a Summer Arts Festival after a 2 year hiatus due to the pandemic. However, this will be a scaled down version of those held in the past. We intend to have musical entertainment, demonstrations and exhibits and the launch of our latest Public Art project, the Bottle Cap mural, with which we hope to actively engage the general public. Also, artists intend to plein aire paint in Cenotaph Park.

We hope this all meets with your approval and support. For further information please contact me.

Sincerely,

Virginia Halper


Treasurer

Enderby & District Arts Council/Courtyard Gallery

Schedule A
Application for a Temporary Road Closure for a Community Event

Is this a first-time or relocated event? Yes No

Name of Sponsoring Organization ENDERBY 3/4 DISTRICT ARTS COUNCIL

Name of Contact Person VIRGINIA HALPER

Telephone or Email [REDACTED]

Name of Event ENDERBY ARTS FESTIVAL (SMALLER EVENT THAN IN PAST)

Date(s) of Closure JULY 23, 2022

Start time for Closure 0700 End time for Closure 1500

Location of Closure _____

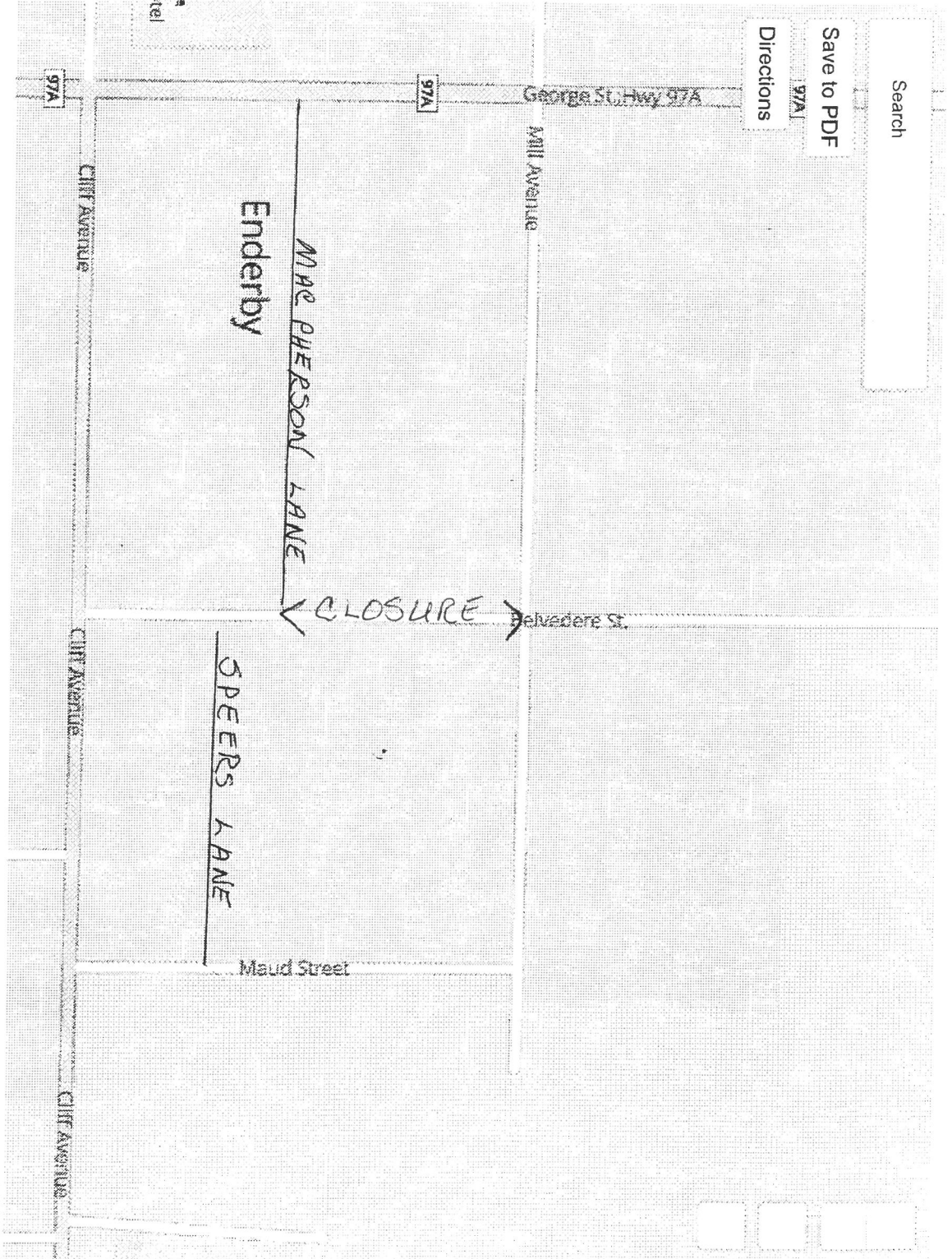
Required Attachments

- Map showing closure and emergency access route
- Petition of affected business owners (if applicable)
- Certificate of insurance (if applicable) City Ascropy of EDAC insurance

Indemnity: The applicant agrees to indemnify and save harmless the City of Enderby from and against any and all claims, including but not limited to harm, damage, injury, or loss to body or property caused by, arising from, or connected with any act or omission of the applicant or any agent, employee, customer licensee or invitee of the applicant, and against and from all liabilities, expense costs and legal or other fees incurred in respect of any such claims or any actions or proceedings brought thereon arising directly or indirectly from or in connection with the property, facilities, or services of the City. The applicant will be required to obtain and keep in force throughout the period of use insurance in a form specified by the City of Enderby unless waived in writing.

Authorized Signatory Virginia Halper Date 05/13/22

Do Not Complete – For Administrative Purposes			
Approved by	<u>YH</u>	Date	<u>May 17, 2022</u>
Certificate of Insurance	<u>Yes</u>	No	N/A
Map	<u>Yes</u>	No	N/A
Petition of Affected Business Owners	<u>Yes</u>	No	N/A



Ad | Business |

Most popular maps today: [Mexico City map](#), [map of Columbus](#), [map of Port Moresby](#), [Oakland map](#), [map of St. Paul](#)

Policy Title	Temporary Road Closures for Community Events
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Adopted: August 13, 2012	<u>Authorized By:</u> Mayor and Council Regular Meeting of August 13, 2012	Replaces: Not applicable
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PURPOSE:

The City will consider approving the temporary closure of municipal roads for a community event.

POLICY:

Temporary road closures will only be considered for community events which are sponsored by a recognized organization.

The Chief Administrative Officer or designate is granted the authority to approve a Temporary Road Closure Permit on behalf of Council, subject to the applicant meeting all the requirements of this policy. First time events must be approved by City Council.

A completed Schedule A, "Application for Temporary Road Closure," shall be submitted to City Hall at least 21 days prior to the closure. The application must include a map of the proposed road closure and emergency access through the closure. Applications for first-time or relocated events requiring Council approval must be submitted two months prior to the closure.

The organizer shall notify and consult with business owners within a one-block radius of the proposed road closure and residents adjacent to the proposed road closure. The organizer agrees to take reasonable steps to mitigate disruption for affected business owners and residents. Failure to adequately notify and consult affected businesses and residents may result in revocation of permit or refusal of future applications. Unless exempted by Council, all first-time or relocated event applications must include a petition signed by a majority of affected business owners agreeing to the proposed event.

The applicant for a Temporary Road Closure must submit proof of public liability and property damage insurance in a form acceptable to the City. The applicant may request that insurance requirements be waived based on the risk profile of the event. Such waiver does not affect any other responsibility of the applicant to obtain insurance.

The applicant shall be responsible for all traffic management, including the provision, set up, and removal of signs and barricades on the same day as the road closure.

The applicant shall be responsible for ensuring that all food service establishments, including but not limited to mobile vending units, food services at temporary events, and sellers of home-prepared foods, shall have the appropriate authorization or permit from Interior Health.

The applicant shall be responsible for emptying municipal garbage receptacles and cleaning up litter from the road closure area on the same day as the closure.

As a condition of permit, the City of Enderby will not be liable or otherwise responsible for any scheduling conflict, revocation, refusal, maintenance closure or other damage or harm related to the issuance of this permit.

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner
Date: May 30, 2022
Subject: Temporary Road Closure Application - Canada Day Parade 2022

RECOMMENDATION

THAT Council receives the City of Enderby Event Coordinator's Temporary Road Closure application (Canada Day Parade 2022) for information.

BACKGROUND

The City of Enderby Event Coordinator has submitted a Temporary Road Closure application (attached) for the Canada Day Parade scheduled for Monday July 1, 2022. The applicant is proposing to close portions of Kate Street, Howard Avenue, Belvedere Street, Cliff Street and Railway Street between the hours of 11:30 am and 1:30 pm; although the streets will not be closed for the entirety of this time period, there will be temporary closures before and after the parade to accommodate set-up and clean-up.

The *Temporary Road Closures for Community Events Policy* has delegated authority to Staff to approve a Temporary Road Closure Application on behalf of Council, subject to the applicant meeting all of the requirements of the Policy. All first time events must be approved by Council. As this is not a first-time event and all requirements for a road closure have been met consistent with the *Temporary Road Closures for Community Events* policy, Staff have approved the application.

Respectfully Submitted,



Kurt Inglis
Planner

**Schedule A
Application for a Temporary Road Closure for a Community Event**

Is this a first-time or relocated event?

Yes

No

Name of Sponsoring Organization

City of Enderby / Chamber of Commerce

Name of Contact Person

Vallerie Byrne

Telephone or Email

events@cityofenderby.com

Name of Event

Canada Day Parade

Date(s) of Closure

July 1, 2022

Start time for Closure

11:30

End time for Closure

1:30

Location of Closure

Parade Route: Kate St, Howard Ave
Belvedere St, Cliff Ave to Railway St

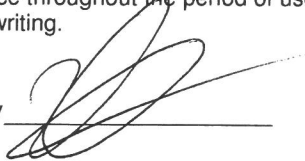
Required Attachments

- Map showing closure and emergency access route
- Petition of affected business owners (if applicable)
- Certificate of insurance (if applicable)

Indemnity:

The applicant agrees to indemnify and save harmless the City of Enderby from and against any and all claims, including but not limited to harm, damage, injury, or loss to body or property caused by, arising from, or connected with any act or omission of the applicant or any agent, employee, customer licensee or invitee of the applicant, and against and from all liabilities, expense costs and legal or other fees incurred in respect of any such claims or any actions or proceedings brought thereon arising directly or indirectly from or in connection with the property, facilities, or services of the City. The applicant will be required to obtain and keep in force throughout the period of use insurance in a form specified by the City of Enderby unless waived in writing.

Authorized Signatory

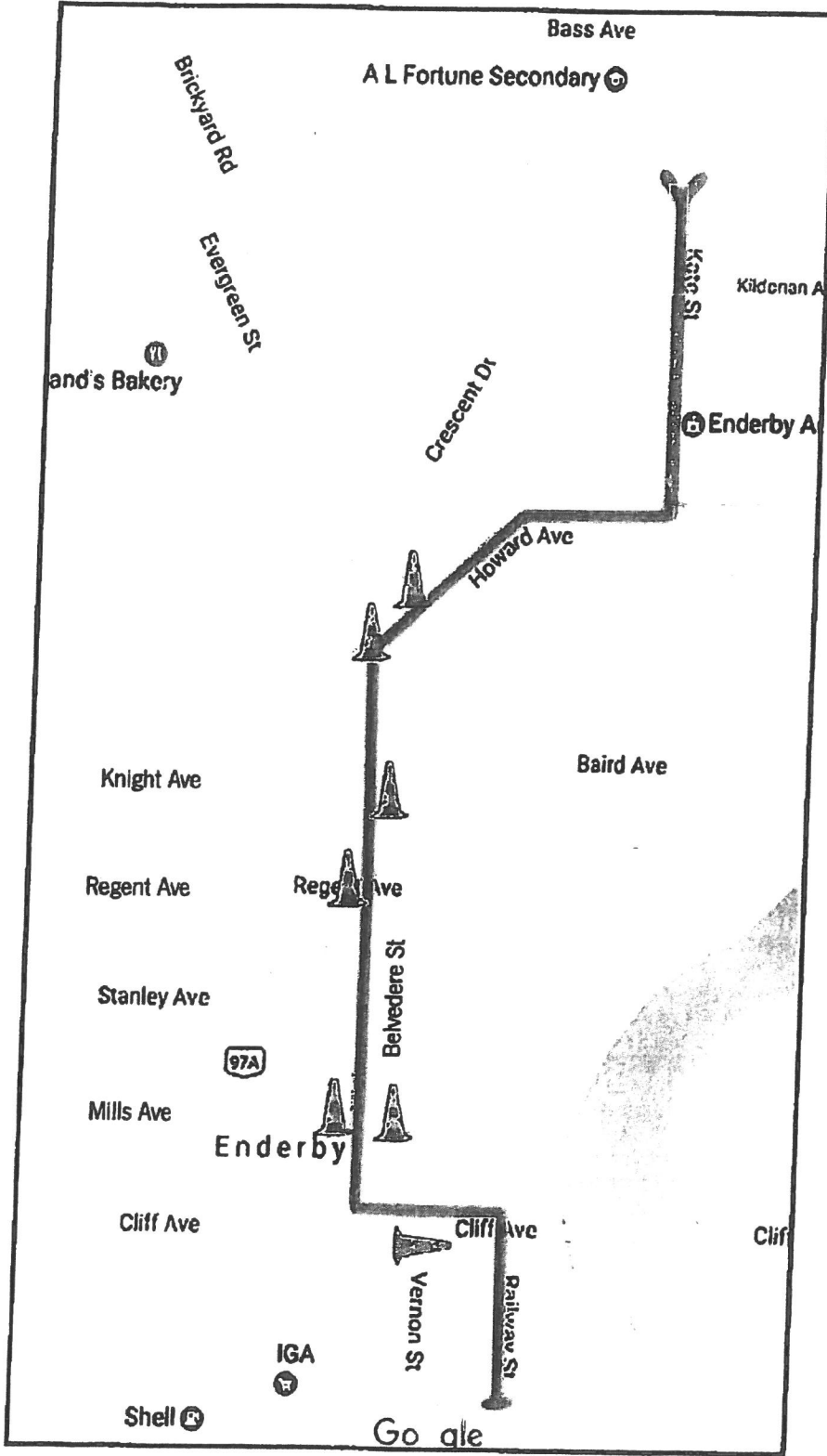



Date

April 26/22

Do Not Complete - For Administrative Purposes			
Approved by	<u>Kurt Inglis</u>	Date	<u>May 26, 2022</u>
Certificate of Insurance	<u>Yes</u>	No	N/A
Map	<u>Yes</u>	No	N/A
Petition of Affected Business Owners	Yes	No	<u>N/A</u>

2019 CANADA DAY PARADE ROUTE



 Volunteers with Traffic sign and Safety Jacket

starting at 10:45
Opening road as
Parade End goes by



Policy Title	Temporary Road Closures for Community Events
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Adopted: August 13, 2012	<u>Authorized By:</u> Mayor and Council Regular Meeting of August 13, 2012	Replaces: Not applicable
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PURPOSE:

The City will consider approving the temporary closure of municipal roads for a community event.

POLICY:

Temporary road closures will only be considered for community events which are sponsored by a recognized organization.

The Chief Administrative Officer or designate is granted the authority to approve a Temporary Road Closure Permit on behalf of Council, subject to the applicant meeting all the requirements of this policy. First time events must be approved by City Council.

A completed Schedule A, "Application for Temporary Road Closure," shall be submitted to City Hall at least 21 days prior to the closure. The application must include a map of the proposed road closure and emergency access through the closure. Applications for first-time or relocated events requiring Council approval must be submitted two months prior to the closure.

The organizer shall notify and consult with business owners within a one-block radius of the proposed road closure and residents adjacent to the proposed road closure. The organizer agrees to take reasonable steps to mitigate disruption for affected business owners and residents. Failure to adequately notify and consult affected businesses and residents may result in revocation of permit or refusal of future applications. Unless exempted by Council, all first-time or relocated event applications must include a petition signed by a majority of affected business owners agreeing to the proposed event.

The applicant for a Temporary Road Closure must submit proof of public liability and property damage insurance in a form acceptable to the City. The applicant may request that insurance requirements be waived based on the risk profile of the event. Such waiver does not affect any other responsibility of the applicant to obtain insurance.

The applicant shall be responsible for all traffic management, including the provision, set up, and removal of signs and barricades on the same day as the road closure.

The applicant shall be responsible for ensuring that all food service establishments, including but not limited to mobile vending units, food services at temporary events, and sellers of home-prepared foods, shall have the appropriate authorization or permit from Interior Health.

The applicant shall be responsible for emptying municipal garbage receptacles and cleaning up litter from the road closure area on the same day as the closure.

As a condition of permit, the City of Enderby will not be liable or otherwise responsible for any scheduling conflict, revocation, refusal, maintenance closure or other damage or harm related to the issuance of this permit.

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: May 20, 2022
Subject: 2308 McGowan Street (Public Works Yard) and Telus Tower Statutory Right of Way – Telus Public Consultation Package and Notice of Disposal

RECOMMENDATION

THAT Council receives and files Cypress Land Services' Request for Concurrence for a TELUS Telecommunications Tower at 2308 McGowan Street, Enderby, BC dated May 12, 2022;

AND THAT Council directs staff to provide public notice of its intent to dispose of an interest in land at 2308 McGowan Street, Enderby, BC pursuant to section 27 of the *Community Charter* and invites written submissions to be received by 3pm on June 20, 2022, for consideration at the regular Council meeting scheduled for the same day.

ALTERNATE RECOMMENDATION

THAT Council receives and files Cypress Land Services' Request for Concurrence for a TELUS Telecommunications Tower at 2308 McGowan Street, Enderby, BC dated May 12, 2022;

AND THAT Council advises Cypress Land Services that it does not intend to proceed with disposing of an interest in land at 2308 McGowan Street, Enderby, BC and will not provide a resolution of concurrence to that effect.

BACKGROUND

At its in-camera meeting of March 21, 2022, Council considered a proposed agreement with Telus Communications Inc. ("Telus") for the installation of a telecommunication tower at the City of Enderby Public Works Yard, located at 2308 McGowan Street ("the Land").

The agreement involves the granting of a statutory right-of-way ("the SRW") pursuant to section 218 of the *Land Title Act* and a fee agreement ("the Fee Agreement"). At this meeting, Council resolved as follows:

THAT Council supports in principle the terms and conditions of the Statutory Right of Way instrument and fee agreement with Telus Communications Inc., both dated for reference March 14, 2022, with respect to the property owned by the City of Enderby at 2308 McGowan Street, Enderby, BC and having a legal description of LOT 1 DISTRICT

LOT 226 KAMLOOPS DIVISION YALE DISTRICT PLAN KAP57152 (“the Land”), as a reasonable basis for the City and Telus to proceed with their respective public notification and consultation requirements;

AND THAT Council determines that the consideration received for the interest in land to be disposed meets or exceeds market value based upon a proportionate share of the assessed value of the Land;

AND THAT Council authorizes Staff to communicate to Telus Communications Inc. that it may commence its public consultation requirements, and requests that Telus Communications Inc. provide documentation of all public consultation to the City;

AND THAT Council authorizes Staff to communicate the Telus Communications Inc. that it will decide upon the disposal of the interest in land following consideration of Telus’ public communications documents as well as consideration of the outcomes of the City’s public notification requirements pursuant to Division 3, Part 3 of the *Community Charter*;

AND FURTHER THAT Council releases this resolution and the Statutory Right of Way instrument and fee agreement with Telus from in camera.

Telus has since completed its public consultation requirements, which involves sending notices to neighbours who are a distance of three times the tower height, and advertising in a local newspaper. Telus’ consultation package is attached to this memorandum. No inquiries were received in response to the public consultation.

At this point, Council may decide to proceed with its own legislative obligations in order to consider disposing of an interest in the Land, pursuant to the proposed agreement with Telus. This involves providing public notice in two consecutive editions of a local newspaper. The public notice must include the following:

- (a) a description of the land or improvements;
- (b) the person or public authority who is to acquire the property under the proposed disposition;
- (c) the nature and, if applicable, the term of the proposed disposition; and
- (d) the consideration to be received by the municipality for the disposition.

Staff recommend that the public notice expressly invite written representations from the public, which must be received by 3pm on June 20, 2022, which is the same day as the next meeting of Council following the completion of the City’s public notice obligations.

Following its consideration of public representations, Council would then make its decision about the disposal of the interest in the Land. At the same time, Council would provide its resolution of concurrence with the proposed location in accordance with Innovation, Science and Economic Development Canada’s public consultation process for locating telecommunications towers.

Subject to Council deciding to proceed, Staff would execute the agreement and register the easement on the title of the Land.

The consideration received would be an annual fee of \$15,000 plus inflationary increases, over four five-year terms renewable at Telus' option.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer



Cypress Land Services Inc.

Telephone: 604.620.0877

Suite 1051 – 409 Granville Street

Facsimile: 604.620.0876

Vancouver, BC V6C 1T2

Website : www.cypresslandservices.com

May 12, 2022

VIA Email: kinglis@cityofenderby.com

Kurt Inglis, MCIP, RPP
Planner
City of Enderby
619 Cliff Avenue, Enderby BC, V0E 1V0

Dear Kurt Inglis,

Subject: Request for Concurrence for a TELUS Telecommunications Tower
Address: 2308 MCGOWAN STREET, ENDERBY, BC
PID: 023-467-126
Coordinates: N 50.561862°, W 119.140287°
TELUS Site: BC104780 - Enderby

Please be advised that following Innovation, Science and Economic Development Canada (ISEDs) consultation process commonly referred to as the CPC, TELUS has completed the public consultation process and is respectfully requesting concurrence for the proposal to build a 40-metre monopole structure and equipment compound. Enclosed please find evidence of the following efforts regarding this public notification process:

- On April 4th, 2022, Notification Packages were issued to property owners, occupants and other recipients that fell within three (3) times the tower height (123m), of the proposed location, as per ISEDs CPC. Please see **Appendix 1: Affidavit of Notification**.
- On April 7th, 2022, notice of the proposed tower proposal was placed in the Okanagan Advertiser. Please see **Appendix 2: Newspaper Notice**.
- On May 9th, 2022, the 30-day consultation period concluded. During the consultation period, no comments were received regarding the proposed tower.

If Council concurs with the proposed tower project, please find in **Appendix 3: Resolution Example**, a sample resolution which may be used.

TELUS is committed to working with the community to find an acceptable location and infrastructure design. Should you require any additional information, please do not hesitate to contact us at 604.620.0877 or by e-mail at tawny@cypresslandservices.com

Tawny Verigin
Manager of Government Affairs

Cypress Land Services
Agents for TELUS

Cc: Amir Mozaffari, TELUS Communications

Appendix 1: Affidavit of Notification Package

Affidavit of Cypress Land Services

I, Tawny Verigin, Manager of Government Affairs, in the City of Vancouver in the Province of B.C., make an Oath and say:

1. THAT I caused to be sent by regular mail, a notification letter, as included in Appendix A, to property owners, occupants and other recipients, as listed in Appendix B, on April 4, 2022.



Tawny Verigin, Manager of Government Affairs
Cypress Land Services Inc.

Sworn/Affirmed/Declared before me at the City of Vancouver, in the Province of B.C., this 4th day of April 2022.

(Commissioner's Signature)

A Commissioner for Taking Affidavits for the Province of B.C.

(Commissioner's stamp or printed name and expiry date)

Appendix A: Notification Letter



Dear Owner/Occupant,

April 4, 2022

Please accept this notification regarding proposed TELUS Communications Inc. (“TELUS”) wireless service improvements in your community.

Subject: TELUS Telecommunications Facility Proposal
PID: 023-467-126
Address: 2308 MCGOWAN STREET, ENDERBY, BC
Coordinates: N 50.561862°, W 119.140287°
TELUS Site: BC104780 – Enderby

What is TELUS Proposing?

TELUS seeks to continue to provide high quality wireless telecommunications services to communities throughout British Columbia. Increasingly, communities depend on wireless communications services to meet their business, personal and emergency needs. As such, TELUS is proposing to install a new wireless antenna system to improve services in the north end of Enderby and surrounding areas. This notification package is intended to formalize the consultation process.

The subject site is an Industrial property comprised of the City of Enderby’s public works yard located at 2308 McGowan Street, Enderby, BC. The tower is proposed to be located in the southwest corner of the property. Access to the site exists through the property. The proposed installation consists of a 40-metre monopole structure with nine (9) panel antennas mounted 1.0 metre above the top of the tower. An equipment shelter will be located near the base of the tower enclosed by a chain-link fence, occupying an area of 15.0 by 15.0 metres. The proposed tower may have sufficient space/capacity for additional antennas should another carrier wish to install equipment to support their network requirements at this location. The proposed facility will improve services to the immediate area.

Regulatory Authority

Telecommunications carriers are required by Innovation, Science, and Economic Development Canada (ISED), formerly Industry Canada, to consult with the local municipality and the general public regarding new installations. ISED does have exclusive jurisdiction over the approval and placement of telecommunications installations.

The consultation process will provide an opportunity for residents, stakeholders and landowners to obtain detailed information regarding the proposal and to provide comments for consideration. Any inquiries that are received as a result of this notification will be logged and submitted to the City of Enderby and ISED as part of our application for concurrence.

Local Municipality

The City of Enderby does not have a telecommunications consultation process to guide the consultation process. As such, ISED’s Client Procedures Circular CPC-2-0-03 (CPC) consultation process will be followed. This process requires all properties within three times the structure height to be notified (in this instance those within approx. 123.0 metres) and an advertisement in the Okanagan Advertiser. This notification is to provide the opportunity to obtain information regarding the proposal, ask questions and provide comments. The closing period for comments to be received by TELUS is May 9, 2022.

Location

The new facility is proposed to be located at the coordinates 50.561862°, 119.140287°. To confirm, there are no existing structures in the vicinity of the proposed tower to collocate antennas on.



Safety Code 6

ISED requires all wireless carriers to operate in accordance with Health Canada's safety standards. TELUS attests that the installation described in this notification package will be installed and operated on an ongoing basis so as to comply with Health Canada's Safety Code 6, as may be amended from time to time.

Site Access

Access will be obtained via an existing access off McGowan Road and through the property. Construction is expected to take approximately one to two months.

Environment

TELUS confirms that the installation is excluded from environmental assessment under the *Canadian Environmental Assessment Act*. Any municipal environmental regulations will be followed.

Transport Canada

The tower will be constructed to include aeronautical markings or lighting required by Transport Canada. Comments are pending. No marking or lighting is anticipated.

Structural Considerations

TELUS confirms that the antenna structure described in this notification package will apply good engineering practices including, structural adequacy during construction.

General Information

General information relating to antenna systems is available on ISED's Spectrum Management and Telecommunications website: <http://www.ic.gc.ca/towers>.

Contacts:

TELUS

c/o Tawny Verigin of Cypress Land Services, Agents for TELUS
Suite 1051, 409 Granville Street, Vancouver, BC V6C 1T2
Phone: 1-855-301-1520, Fax: 604-620-0876
Email: publicconsultation@cypresslandservices.com

ISED – Okanagan-Kootenay District Office

1726 Dolphin Avenue, Room 603, Kelowna BC V1Y 9R9
Phone: 1-800-667-3780 or 250-470-5026 | Fax: 250-470-5045
Email: ic.spectrumkelowna-kelownaspectre.ic@canada.ca
(By appointment only)

City of Enderby

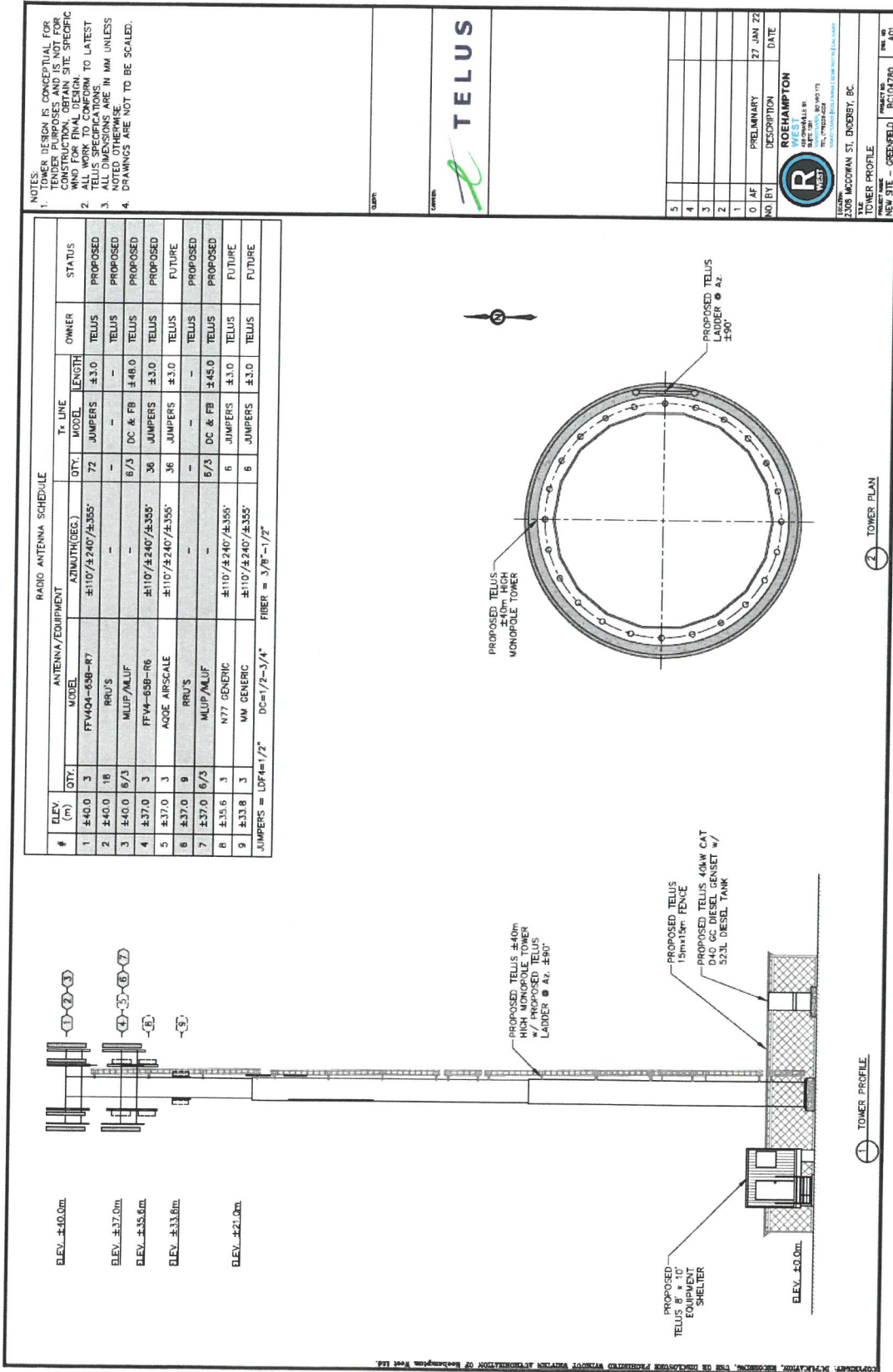
Kurt Inglis, MCIP, RPP
Planner
City of Enderby
P.O. Box 400, 619 Cliff Avenue, Enderby BC, V0E 1V0
Phone: 250-838-7230 | Fax 250-838-6007
Email: kinglis@cityofenderby.com
Website: <https://www.cityofenderby.com>

If you have any specific questions regarding the proposal, please feel welcome to contact the above.

AERIAL MAP OF TELUS SITE LOCATION



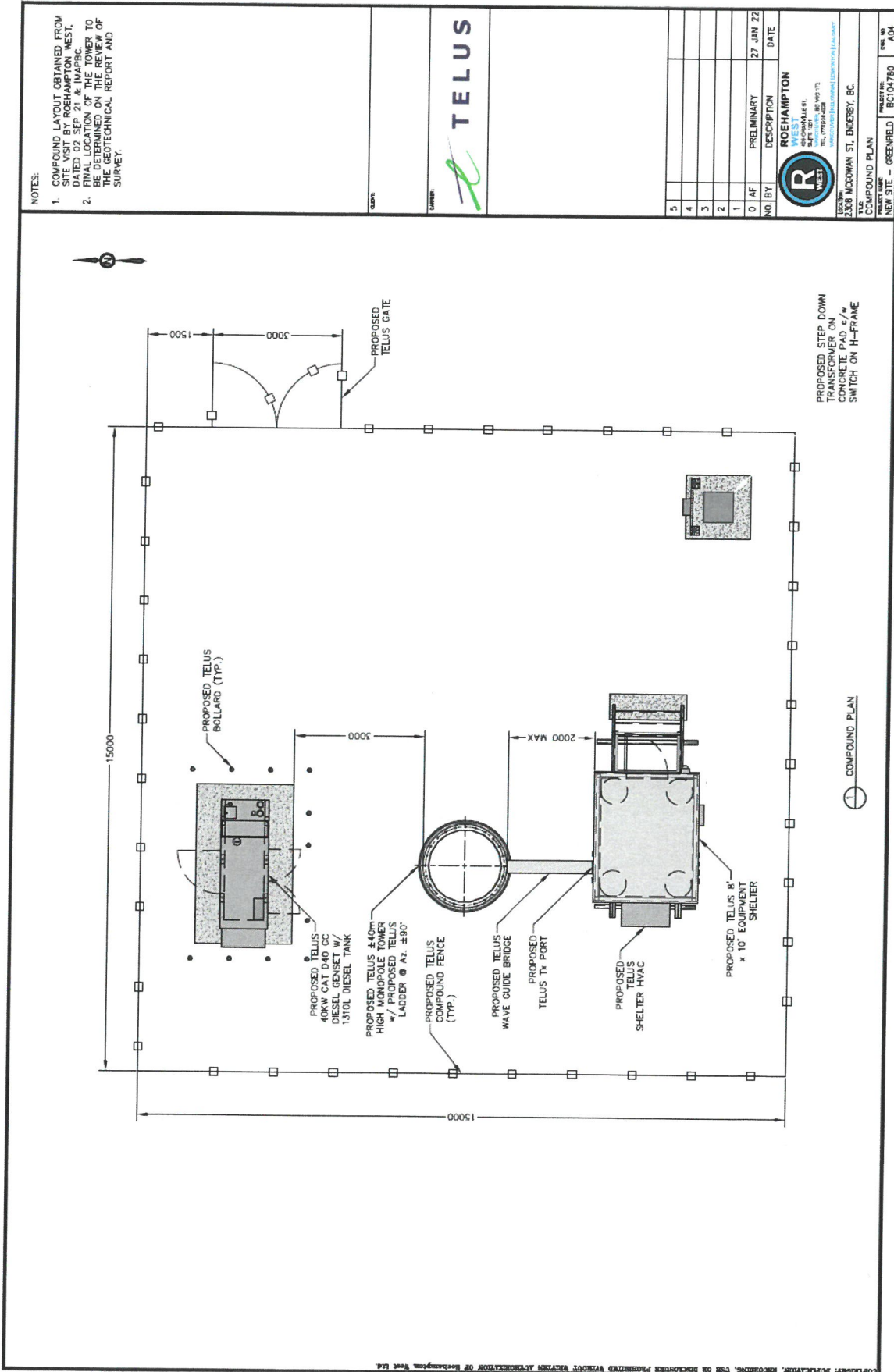
PRELIMINARY DESIGN PLANS - TOWER PROFILE



PRELIMINARY DESIGN PLANS – SITE PLAN



PRELIMINARY DESIGN PLANS – COMPOUND AREA PLAN



NOTES:

1. COMPOUND LAYOUT OBTAINED FROM SITE VISIT BY ROEHAMPTON WEST, DATED 02 SEP 21 & IMAPRC.
2. FINAL LOCATION OF THE TOWER TO BE DETERMINED ON THE REVIEW OF THE GEOTECHNICAL REPORT AND SURVEY.

SCALE:

DATE:

TELUS

5			
4			
3			
2			
1			
0	AF	PRELIMINARY	27 JAN 22
NO	BY	DESCRIPTION	DATE

ROEHAMPTON

100 COWLEY ST.
SUITE 100
VANCOUVER, BC V6P 1Y3
TEL: (604) 276-4244

LOCATION:
2306 MCCOWAN ST. DICKERIE, BC

PROJECT:
COMPOUND PLAN

CLIENT:
NEW SITE - GREENFIELD

PROJECT NO:
BC104780

DATE:
A04

COPYRIGHT INFORMATION: REPRODUCING THIS OR DISCLOSED INFORMATION WITHOUT WRITTEN AUTHORIZATION OF Bechtel Group Inc.

PHOTO SIMULATION

BEFORE



AFTER



Artist's rendering of proposed facility, looking east.

Photo Simulation is a close representation and is for conceptual purposes only – not to scale.

Proposed design is subject to change based on final engineer plans.

The tower will be marked in accordance with Transport Canada Obstruction Marking and NAV Canada requirements.



COMMENT SHEET

TELUS Telecommunications Facility Proposal

PID: 023-467-126

Address: 2308 MCGOWAN STREET, ENDERBY, BC

Coordinates: N 50.561862°, W 119.140287°

TELUS Site: BC104780 – Enderby

1. Do you feel this is an appropriate location for the proposed facility?

Yes

No

Comments _____

2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?

Yes

No

Comments _____

3. Additional Comments _____

Please provide your name and full mailing address if you would like to be informed about the status of this proposal. This information will not be used for marketing purposes; however, your comments will only be used by TELUS in satisfying ISED’s consultation requirements. The closing period for comments to be received by TELUS is **May 9, 2022**.

Name _____
(Please print clearly)
Email Address _____
Mailing Address _____

TELUS c/o Cypress Land Services Inc.
Suite 1051, 409 Granville Street, Vancouver, BC V6C 1T2
Attention: Tawny Verigin, Manager of Government Affairs
Email us direct or send us a picture of your completed comment sheet to:
publicconsultation@cyprsslandservices.com
Thank you for your input!

Appendix B: List of Property Owners, Occupants and Other Recipients

ENDERBY (CITY)
PO BOX 400
ENDERBY BC V0E 1V0

[REDACTED]

TELUS
4535 CANADA WAY
BURNBAY, BC V5G 1J9
ATTN: CHERYL BILYK

[REDACTED]

[REDACTED]

CYPRESS LAND SERVICES
AGENTS FOR TELUS
SUITE 1051, 409 GRANVILLE ST
VANCOUVER, BC V6C 1T2

[REDACTED]

[REDACTED]

ISED
Okanagan-Kootenay District Office
1726 Dolphin Avenue, Room 603,
Kelowna BC V1Y 9R9
ic.spectrumkelowna-kelownaspectre.ic@canada.ca

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

BC104780
Total =16

IMPORTANT INFORMATION ENCLOSED
REGARDING A PROPOSED
TELECOMMUNICATIONS FACILITY WITHIN
APPROX. 123 METRES OF A PROPERTY
YOU HAVE AN INTEREST IN

IMPORTANT INFORMATION ENCLOSED
REGARDING A PROPOSED
TELECOMMUNICATIONS FACILITY WITHIN
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REGARDING A PROPOSED
TELECOMMUNICATIONS FACILITY WITHIN
APPROX. 123 METRES OF A PROPERTY
YOU HAVE AN INTEREST IN**



c/o Cypress Land Services
Suite 1051, 409 Granville St.
Vancouver, BC V6C 1T2



c/o Cypress Land Services
Suite 1051, 409 Granville St.
Vancouver, BC V6C 1T2



c/o Cypress Land Services
Suite 1051, 409 Granville St.
Vancouver, BC V6C 1T2



c/o Cypress Land Services
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c/o Cypress Land Services
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Vancouver, BC V6C 1T2



c/o Cypress Land Services
Suite 1051, 409 Granville St.
Vancouver, BC V6C 1T2



c/o Cypress Land Services
Suite 1051, 409 Granville St.
Vancouver, BC V6C 1T2

Appendix 2: Newspaper Notices

Co-op seeks local non-profit to fuel up

The Armstrong Regional Co-op (ARC) is accepting applications for the next fortunate recipient of its annual Fuel Good Day that takes place in September.

Every year, ARC supports one registered non-profit or charity in each of the communities it operates a gas bar—Armstrong, Vernon and Salmon Arm. On Fuel Good Day, which falls on Tuesday, Sept. 20 this year, a minimum of 5¢ per litre—though it's usually increased to 10¢—of gas and diesel sold is donated to the recipient organization of each location.

“Fuel Good Day is one of many ways we fuel our communities,” Co-op marketing and sales manager Jason Keis said. “Whether it’s by sharing profits or supporting local organizations that are doing important work right here in our own backyard.”

To apply for this funding opportunity, eligible organizations can fill out the short application form, available at gas bars and online at www.armstrong.coop.

Through last year’s initiative, the Armstrong Kin Club received \$2,480, the Canadian Mental Health Association in Vernon got \$3,424, and \$3,319 went to the Shuswap Theatre Society.

While the groups don’t have to be co-op members, it is recommended, as all purchases made would then go towards the patronage cheque issued at the end of the year. For more information on membership, which is a one-time fee of \$10, call 250-554-9438 or see their website.



United with Ukraine. A large group came out to Armstrong Memorial Park Saturday morning to show their support for Ukraine, including the legion Colour Party, council representatives, members of the Sadok Dance Ensemble and tribute co-ordinator Don Blakely, centre, whose mother was Ukrainian.



Notice of Proposed TELUS Telecommunications Facility

Description: As part of the public consultation process required by the Innovation, Science and Economic Development Canada (ISED), TELUS Communications Inc. is inviting the public to comment on a proposed telecommunications facility consisting of a 40.0 metre monopole tower structure and ancillary radio equipment in order to provide dependable wireless services to underserved areas in the City of Enderby.

Proposed Tower Location: 2308 MCGOWAN STREET, ENDERBY, BC (Legal: 023-467-126)

Coordinates: N 50.561862°, W 119.140287°

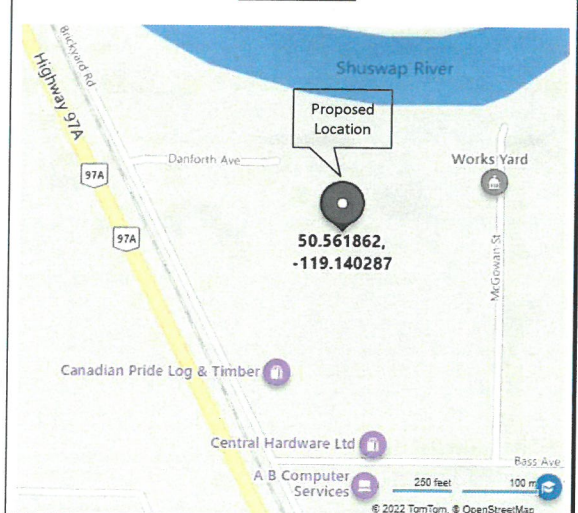
For More Information:

Tawny Verigin
c/o Cypress Land Services Inc.
Agents to TELUS
Suite 1051, 409 Granville Street
Vancouver, BC V6C 1T2
telephone: 1-855-301-1520
e:publicconsultation@cypresslandservices.com

The public is welcome to comment on the proposal by the end of the business day on May 9, 2022, with respect to this matter.

TELUS Site: BC104780

Location Map



Appendix 2: Sample Resolution

Resolution

Whereas TELUS Communications Inc. ("TELUS") proposes to erect a wireless telecommunication tower and accessory structure on certain lands more particularly described as PID: 023-467-126, with the civic address of, 2308 McGowan Street, Enderby, BC;

AND WHEREAS proponents of telecommunication towers are regulated by ISED on behalf of the Government of Canada and as part of their approval, ISED requires proponents to consult with land use authorities as provided for in CPC-2-0-03;

AND WHEREAS TELUS has consulted with the City of Enderby and the City has no objection to the proposed telecommunications tower;

AND WHEREAS TELUS has consulted with the public by notifying all property owners and occupants within three (3) times the tower height and has provided 30 days for written public comment;

AND WHEREAS there are no significant land use issues identified by the consultation;

NOW THEREFORE BE IT RESOLVED THAT:

1. The Clerk be instructed to advise TELUS that:
 - a) TELUS has satisfactorily completed its consultation with The City of Enderby;
 - b) The City of Enderby is satisfied with TELUS' public consultation process and does not require any further consultation with the public; and
 - c) The City of Enderby concurs with TELUS' proposal to construct a wireless telecommunications facility provided it is constructed substantially in accordance with the plans submitted to it and described as 2308 McGowan Street, Enderby, BC.

The Shuswap
TRAIL ALLIANCE

The Shuswap Trail Alliance
PO Box 1531, Salmon Arm, BC V1E 4P6
Phone: 250-832-0102
Email: info@shuswaptrails.com
www.shuswaptrailalliance.com

AGENDA

May 31, 2022

Attn: Mayor and Council
City of Enderby
P.O. Box 400, Enderby, BC V0E 1V0

Dear Mayor McCune and Councillors:

RE: Shuswap Trails Roundtable

Regional partners throughout the Shuswap have been working hard to develop the first ever multi-user (motorized and non-motorized) trail strategy for the region that includes appropriate acknowledgement of Secwepemc Nation territory, accountable protocols for planning and approvals, a focus on ecology and access management priorities, and a commitment to work together. The result is a renewed commitment to work together on management priorities throughout the Shuswap and the creation of the *Shuswap Trails Roundtable* formally launched in December 2016

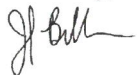
The Shuswap Regional Trails Roundtable meets annually to hear from the Strategic Working Group and others about the various activities and projects throughout the region that have been done over the year and what plans are in the works for the following year. The *Working Group* of representative leadership meets quarterly. It is an opportunity for all partners to share information and learn from each other.

We respectfully request the City of Enderby consider financially supporting the Roundtable, in the amount of \$500 for 2022.

The funds will primarily be used to pay for facilitation through Mike Simpson and will be combined with other partnering Regions and Municipalities to provide 4 annual working group meetings, 1 annual roundtable conference, regular communications & strategy updates; greater recognition, protection and enhancement of trails; clarity on priority planning areas; improved communication and protocols; increased value and security, and more effective marketing of trail system assets, through consistent trail design and sign standards; optimization of limited shared resources; improved land management; and stronger collaboration.

We thank you for your consideration of our request and look forward to your reply.

Sincerely,



Jen Bellhouse, for the STA, Phone: 250-804-3530 /email: Jen@shuswaptrails.com



THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer

From: Kurt Inglis, Planner

Date: May 17, 2022

Subject: Community Emergency Preparedness Fund – Extreme Heat Risk Mapping, Assessment, and Planning

RECOMMENDATION

THAT Council directs Staff to submit an application under the *Extreme Heat Risk Mapping, Assessment, and Planning* funding stream of the Community Emergency Preparedness Fund in order to undertake the following activities:

1. Undertake extreme heat risk mapping;
2. Undertake an extreme heat risk assessment; and
3. Develop an Extreme Heat Response Plan.

AND THAT Council confirms that the City of Enderby is willing to provide overall grant management for the aforementioned activities.

BACKGROUND

The Community Emergency Preparedness Fund is a suite of funding programs intended to enhance the resiliency of local governments and their residents in responding to emergencies. Funding is provided by the Province of BC and is administered by Union of BC Municipalities. One of the recently added funding streams is *Extreme Heat Risk Mapping, Assessment, and Planning*. This funding stream is aimed at better positioning communities to ensure they have accurate knowledge of the risks associated with extreme heat, and develop effective response plans and strategies to prepare, mitigate, and adapt to those risks. This funding stream contributes 100% of the cost of eligible activities to a maximum of \$30,000.00.

Extreme heat is a significant threat to communities across the province, including Enderby. The 2019 Preliminary Strategic Climate Risk Assessment for British Columbia identified a heat wave as one of the greatest risks to the province with the highest consequences related to public health and social functioning with lesser, but still substantial, impacts to wildlife and aquatic ecosystems, and agricultural productivity. The impacts of an extreme heat event were experienced most recently with the 'heat dome' phenomenon which took place between June 25th and July 1, 2021. Not only did this extreme heat event have human impacts, including hundreds of heat-attributable deaths province-wide, it had significant environmental impacts as it played a major factor in the wildfire season that soon followed.

In order to better position the City of Enderby to understand the risks associated with extreme heat events, and to develop strategies to prepare for, mitigate and adapt to these risks, it is recommended that Council direct Staff to submit an application under the *Extreme Heat Risk Mapping, Assessment, and Planning* funding stream of the Community Emergency Preparedness Fund in order to undertake the following activities:

1. Undertake extreme heat risk mapping;
2. Undertake an extreme heat risk assessment; and
3. Develop an Extreme Heat Response Plan.

The aforementioned activities will allow the City of Enderby to achieve the following objectives:

- Identify populations disproportionately at risk to extreme heat;
- Determine local vulnerabilities to extreme heat;
- Identify the social, economic and environmental impacts of extreme heat events; and
- Develop a framework for short and long-term action to prepare, mitigate and adapt to risks associated with extreme heat.

It is also recommended that Council confirms that the City of Enderby is willing to provide overall grant management for the aforementioned activities, which is a requirement of the grant program.

Respectfully Submitted,



Kurt Inglis
Planner

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: May 25, 2022
Subject: UBCM 2022 Provincial Meeting Requests and Attendance

RECOMMENDATION

THAT Council identifies the Provincial ministries, agencies, commissions, or corporations for which it wishes to request meetings at the 2022 Union of British Columbia Municipalities (UBCM) convention;

AND THAT Council indicates to staff the topic(s) for the requested meetings and the members of Council who are planning to attend each meeting;

AND THAT Council indicates any meeting topics for which it wishes staff to prepare an information brief prior to UBCM.

BACKGROUND

The Union of British Columbia Municipalities (UBCM) conference will be hosted in Whistler, BC from September 12-16, 2022. The theme is *Value of One, Power of Many*.

At UBCM, local government elected officials may request meetings with Provincial ministries, agencies, commissions, and corporations.

The deadlines for submitting meeting requests are:

- Premier and Cabinet Ministers: June 24, 2022
- Provincial staff: August 23, 2022

Meetings with Provincial staff may also be booked on-site at the convention's Provincial Appointment Desk from September 12-15.

If Council wishes to request a meeting on a particular topic but is unsure of the responsible Provincial unit, Staff will research further or contact UBCM to confirm the most appropriate person. Staff will research and prepare information briefs for any topic upon request. As part of the meeting request form, UBCM requests that representatives who are planning to attend the meeting are indicated.

Attached to this memorandum is the excerpt from the Provincial appointment book that identifies areas of responsibility for ministries, agencies, commissions, and corporations.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

PROVINCIAL GOVERNMENT MINISTRIES AVAILABLE DURING THE 2022 UBCM CONVENTION

MINISTRY OF ADVANCED EDUCATION AND SKILLS TRAINING

DIVISION/BRANCH	TOPIC
<i>Finance, Technology and Management Services Division</i>	<ul style="list-style-type: none"> Operating and capital grants to 25 PSIs, FTE and PSI financial health monitoring and reporting, ministry's 10-year capital plan, PSI property acquisition and disposition, manage ministry budget, maintain ministry IT systems and digital information security, Administrative Service Delivery Transformation Initiative, lead ministry's business continuity and emergency response readiness with PSIs. Division responsible for student housing, leading the development of 5000 additional student housing beds on Post-Secondary campuses in B.C.
<i>Governance and Corporate Planning Division</i>	<ul style="list-style-type: none"> Post-secondary governance, legislation, degree quality assurance, private career training regulation, data and analytical support, audit, institutional accountability, corporate planning, stakeholder relations, sector labour relations and bargaining, and internal human resources for the ministry.
<i>Post-Secondary Policy and Programs Division</i>	<ul style="list-style-type: none"> 25 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, health and medical education. Enhancing the learner experience through student mental health initiatives, combatting sexualized violence, co-ops, and micro-credentials. The division is also responsible for international education, leading strategic policy/liaison function for the sector, and intergovernmental relations.
<i>Workforce Development and Skills Training Division</i>	<ul style="list-style-type: none"> Development and management of targeted labour market programs and policies, including the Community Workforce Response Grant, the BC Employer Training Grant, and Indigenous skills training and partnerships, the dissemination of labour market information, and oversight of SkilledTradesBC (formerly the Industry Training Authority) to help British Columbians advance their skills and employment and support employers to meet their workforce needs.

MINISTRY OF AGRICULTURE AND FOOD

DIVISION/BRANCH	TOPIC
<i>Business Risk Management Branch</i>	<ul style="list-style-type: none"> Helps producers manage risks such as weather hazards, natural disasters, wildlife, diseases, pests and market declines, that cause income losses and lead to financial instability. The Branch delivers three programs to help farmers manage financial risk: Production Insurance - offers insurance protection for agricultural crops against weather perils; Agri-Stability - protects farm enterprises from the financial impacts of significant margin declines which can be caused by increasing input costs or reduced agricultural revenues; and Wildlife Damage Compensation - compensates farmers for losses due to wildlife.
<i>Corporate, Policy and Priorities Branch</i>	<ul style="list-style-type: none"> Responsible for providing corporate planning, resources and services to the Executive and ministry including ministry data reporting and dissemination, policy, legislation, for agriculture and seafood. Also responsible for the ministry's emergency management planning and preparedness activities, develops ministry climate change policy and provides support and coordination on climate related issues.
<i>Extension and Support Services Branch</i>	<ul style="list-style-type: none"> Provides extension and support services to enhance sector growth, competitiveness, sustainability, and adaptability. Working with industry associations (livestock, horticulture, aquaculture, and shellfish), local governments, academic partners and the farming community, the Branch leads environmental, climate change and traceability programming, supports agriculture planning, provides sector knowledge and technical expertise, facilitates emergency preparedness and response and supports industry to meet existing and emerging market and regulatory requirements.

MINISTRY OF AGRICULTURE AND FOOD CONTINUED...

<p><i>Food and Beverage Branch</i></p>	<ul style="list-style-type: none"> • Supports agriculture, food and beverage sector production, businesses and organizations through a wide variety of economic development and food system services and programs. Leads market, business, and value chain activities to support food and beverage producers, processors, Indigenous communities, and regional economies as well as key initiatives including Feed BC, Buy BC, BC Food Hub Network and the integration of regenerative agriculture practices utilizing Agritech as an enabler. Working closely with ministry branches including Extension and Support Services Branch and other provincial and federal agencies, the branch helps activate and grow the next generation of agriculture and food leaders and Indigenous entrepreneurs, food and beverage production and processors; with an added focus of ensuring that production and processing practices are sustainable and enabling of a resilient food system by utilizing regenerative practices and championing the advancement and adoption of innovative developments and Agritech to use agriculture as a tool to address climate change.
<p><i>Food Safety Inspection Branch</i></p>	<ul style="list-style-type: none"> • Responsible for administration, compliance and enforcement of provincial legislation related to slaughter of meat, and food safety related to processing of seafood products. Also responsible for administration of food safety programs for farmers, ranchers and food processors under the federal/provincial/ territorial Canadian Agricultural Partnerships (CAP) agreement.
<p><i>Labour Unit</i></p>	<ul style="list-style-type: none"> • Works closely with the Ministry of Labour to improve food security and the safety of temporary foreign workers (TFWs) and domestic farm workers (DFWs) in farming communities. The Labour Unit is responsible for ministry oversight, coordination, and direction regarding all labour initiatives. The Labour Unit is responsible for developing a comprehensive Agriculture Labour Strategy and action plan which includes all facets of agriculture labour supply, demand, training, accommodations, etc. focused on farm labour currently relying on TFWs and DFWs. The Labour Unit coordinates with other ministries, federal and local government representatives, and industry associations to support labour-related issues and inform future direction and action plans.
<p><i>Plant and Animal Health Branch</i></p>	<ul style="list-style-type: none"> • Supports the sustainability of animal and plant agriculture, while serving to protect the well-being of the people of the province through surveillance, regulatory compliance, risk assessment, and the development of strategies to address identified risks. The Plant and Animal Health Branch consists of three key programs: The Animal Health Centre, the Livestock Management and Regulatory Unit, and the Plant Health Unit.

ATTORNEY GENERAL AND MINISTER RESPONSIBLE FOR HOUSING

DIVISION/BRANCH	TOPIC
<i>Office of Housing and Construction Standards</i>	
<i>Building and Safety Standards Branch</i>	<ul style="list-style-type: none"> • Buildings, Construction, and Technical Systems: The regulatory framework for buildings and technical systems, including development of building, plumbing, fire, electrical, gas, elevator, and energy codes, safety standards for technical systems, homeowner protection (e.g., home warranties), oversight of certain industry professionals and trades (e.g., home builder licensing and mandatory building official qualifications), and policy advice relating to the built environment, including climate leadership and accessibility for new buildings. Liaison with BC Housing Licensing and Consumer Services, Technical Safety BC, Building Officials Association of BC, National Research Council and Accessibility Standards Canada. • Technical requirements for existing buildings related to CleanBC, climate adaptation, and disaster mitigation (e.g. earthquakes, flooding, and wildfires). • Nationally harmonized technical requirements to make new buildings more accessible.
<i>Homelessness Policy and Partnerships Branch</i>	<ul style="list-style-type: none"> • Homelessness policy and program development such as Rent Banks, Homeless Counts, Integrated Data Project, coordinated encampment response. Leading engagement and facilitation across government with partners and stakeholders towards a more coordinated and effective approach to addressing homelessness as well as leading government's efforts to address homelessness by delivering a homelessness strategy.
<i>Housing and Policy Branch</i>	<ul style="list-style-type: none"> • Housing policy and program development, including market and non-market housing, supportive housing and homelessness; liaison with BC Housing, which partners with local government, non-profit and private developers to build affordable housing; legislation governing strata properties, as well as tracking actions in the Homes for BC: A 30-Point Plan For Housing Affordability. Long-term residential leases; Crown grants for housing.

ATTORNEY GENERAL AND MINISTER RESPONSIBLE FOR HOUSING CONTINUED...

<p><i>Multiculturalism and Anti-Racism Branch</i></p>	<ul style="list-style-type: none"> • Anti-Racism Data legislation. • <i>Anti-Racism Act</i>, Multiculturalism Grant program. • Legacy Initiatives. • Report on Multiculturalism. • Resilience BC anti-racism network and provincial coordination on anti-racism and anti-hate initiatives. • Multicultural Advisory Council (MAC). • Proclamations Program. • Anti-Racism Training (Institutional Change Initiative).
<p><i>Residential Tenancy Branch</i></p>	<ul style="list-style-type: none"> • The regulatory framework for landlords and tenants, including conventional residential and manufactured home park tenancies; information services and disputes resolution for landlord and tenant disputes.

MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT

DIVISION/BRANCH	TOPIC
<p><i>Deputy Minister's Office and Executive Operations, Strategic Services Branch</i></p>	<ul style="list-style-type: none"> • The Strategic Services Branch provides expertise to enable the large-scale, cross divisional and complex transformation envisioned in the ministry's Strategic Framework. The branch leads: <ul style="list-style-type: none"> ○ Strategic planning and engagement – directs planning, reporting, internal, external and web-based communications and engagement; ○ Project management and lean services – supports strategic initiatives and continuous improvement; and ○ Change management – champions organizational change and effective implementation.

MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT CONTINUED...

<p><i>Service Delivery Division</i></p>	<ul style="list-style-type: none"> • Service Delivery Division is responsible for delivering community services to children, youth and families across the province, including adoption and guardianship, child and youth mental health, children and youth with support needs, (including specialized provincial services, Autism Information Services, and Provincial Deaf and Hard of Hearing Services) child protection and family services, resources, Services to Adults with Developmental Disabilities, Specialized Intervention and Youth Justice, and forensics Early Years, and supporting youth transitioning to adulthood. • Our professional and support staff work closely with families, extended families, Delegated Aboriginal Agencies, First Nations, Métis and Inuit partners, foster caregivers, community social service agencies, service providers and ministry partners in pursuit of our ministry’s vision.
<p><i>Strategic Integration, Policy and Legislation Division / Child Welfare, Reconciliation and CYMH Policy and Strategic Integration</i></p>	<ul style="list-style-type: none"> • The Child Welfare, Reconciliation and CYMH Policy and Strategic Integration branch is responsible for identifying opportunities, risks and system-wide challenges to cross-ministry integration. Develops strategic and operational policy to improve mental health outcomes for children, youth and their families, as well as leads the research, development and implementation for the network of care (including the Specialized Homes and Support Services Transformation). Leads the development of strategic policy to advance systemic change in support of Indigenous reconciliation, including amendments to the CFCSA to uphold Indigenous jurisdiction over child and family services. Responsible for the development of, and revisions to, operational child welfare policy in support of prevention, family preservation, child protection, guardianship, adoption, youth and young adults.
<p><i>Strategic Integration, Policy and Legislation Division / Policy, Legislation and Litigation</i></p>	<ul style="list-style-type: none"> • The Policy, Legislation and Litigation Branch leads legislation, litigation, and cross-divisional strategic policy and research. The branch also serves as the hub for external research and legal support.
<p><i>Strategic Integration, Policy and Legislation Division / Strategic Initiatives</i></p>	<ul style="list-style-type: none"> • The Strategic Initiatives Branch is responsible for the development of strategic complex, large-scale and cross-divisional projects, including improving supports for youth and young adults transitioning from care, and prevention and family supports. The branch also leads the Service Frameworks for each of these areas.

MINISTRY OF CITIZENS' SERVICES

DIVISION/BRANCH	TOPIC
<p><i>Government Digital Experience</i></p>	<ul style="list-style-type: none"> • Provides technical infrastructure that enables gov.bc.ca; manages high priority web content, including COVID-19 and vaccination information, flooding information, Ukraine support. • Executes various methods for gathering feedback from citizens about the policies, programs and services including designing services or information collaboratively and/or surveying or gathering feedback online or in person. • Creates standards to make government's web site accessible and ensure that the site is plain language, easy to navigate and read and includes preparing content for high priorities in multiple languages. • The Division also delivers digital policy advice and technology services to Government Communications and Public Engagement (GCPE) to support its day-to-day operations.
<p><i>Office of Chief Information Officer</i></p>	<ul style="list-style-type: none"> • The OCIO supports the transformation of government services through integration, collaboration and innovation. It leads strategy, policy and standards that support digital government and information management including information technology, IT security, integrated data, privacy and the management of the Information Management/IT investment portfolio for the province. • The OCIO provides leadership and expertise for the expansion, coordination and provisioning of telecommunications services, vendor management, innovation, and technology that enable the digital transformation of government work environments and communities in every corner of the province. • The OCIO is responsible for the province's technology infrastructure and provides a range of corporate enablers to support digital service delivery and business transformation for government and Broader Public Sector organizations. • It provides corporate information management services to government including: Freedom of Information; proactive disclosures of information; privacy, records management and elements of information security.

MINISTRY OF CITIZENS' SERVICES CONTINUED...

<p><i>OCIO Connectivity</i></p>	<ul style="list-style-type: none"> • The Division provides guidance on planning for telecommunications infrastructure investment to municipal and regional governments and oversees the Connecting British Columbia and the Connecting Communities BC funding programs. • 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. • Public Safety Broadband is a Canadian initiative led by the federal government to establish a secure, high-speed and mobile wireless communications network. The network can be used by first responders and public safety personnel to communicate, access, and share information during day-to-day operations, weather-related incidents, natural disasters, emergencies, and major events.
<p><i>Procurement and Supply</i></p>	<ul style="list-style-type: none"> • The Division plays a leadership role in government procurement and supply services. These activities serve the provincial government, the broader public sector, the public and, in some cases, municipalities. For example, municipalities use BC Bid to provide vendors with information on upcoming procurement operations and Asset Investment Recovery to dispose of municipal surplus assets in a convenient, environmentally friendly manner that returns a fair market value to the municipality. • Procurement Services Branch (PSB) is the lead contact for the Single Point of Access (SPA) initiative; a federal initiative in which all Municipalities, Advanced Education, Schools and Hospitals will be required to post all of their procurement activity on a Single Point of Contact web site so that we comply with the requirements of the Comprehensive Economic and Trade Agreement (CETA). Compliance by all provinces and Territories is required by September 2022. • PSB is also 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. • The new modernized BC Bid is government's online procurement tool for accessing and competing on public sector procurement opportunities. Used by hundreds of publicly funded organizations, such as Crown Corporations, health authorities and municipalities, the modernized application will make it easier for businesses of all sizes to take advantage of public sector contracts available. • Procurement Transformation Branch (PTB), in collaboration with the Ministry of Indigenous Relations and Reconciliation (MIRR), is forming an External Advisory Committee under the Indigenous Procurement Initiative (IPI) to determine actions to take in order to reduce barriers to government procurement opportunities and better support participation by Indigenous businesses and communities.

MINISTRY OF CITIZENS' SERVICES CONTINUED...

Real Property	<ul style="list-style-type: none"> The Real Property Division provides everything needed to design, set up and manage a government workplace. RPD is responsible for the province's real estate portfolio (excluding schools, post-secondary institutions and hospitals), office space inventory, parking, related legislation, furniture procurement, project and construction management, and real estate services for special-purpose facilities (such as courthouses, laboratories and correctional facilities). RPD provides cost-effective services for environmental management, leasing, facilities management, strategic real estate advice, acquisitions, dispositions and workplace planning. RPD's client base includes ministry (mandated) as well as broader sector (voluntary) customers.
Service BC	<ul style="list-style-type: none"> Service BC (SBC) is government's chief provider of services to B.C. residents and businesses. Through a provincial network of 65 service centres and the SBC Provincial Contact Centre, SBC provides approximately 300 government services on behalf of more than 40 partner ministries and agencies. The Division enables the design and delivery of accessible, responsive, and cost-effective services, making it easier for residents and businesses to interact with government. The BC Corporate Registries branch facilitates and supports commerce in the province through administration and verification of business, personal property, and manufactured home registrations. The Provincial Identity Information Management Program delivers trusted, secure identity service to support access to digital government services and information.

MINISTRY OF EDUCATION AND CHILD CARE

DIVISION/BRANCH	TOPIC
Capital Management Branch	<ul style="list-style-type: none"> The Capital Management Branch establishes and administers the Ministry of Education and Child Care's Capital Programs, estimated with at \$12.65 billion committed over 2022 and 2024, annually and includes via the following programs areas: Annual Facilities Grant, Seismic Mitigation, New and Additional Schools, Replacement Schools, Routine Capital Investment, Building Envelope Program, Bus Replacement Program and the Carbon Neutral Capital Program. The Branch establishes the sets priorities and programs for capital investment and engages public school districts in identifying local capital priorities for funding on an annual basis. Capital Objectives, the priorities for capital investment across the province through the ministry's Capital Planning process, The Branch also establishes the Capital Standards, defines the scope of capital investments, establishes contractual relationship with school districts, enforces contractual requirements and processes payments.

MINISTRY OF EDUCATION AND CHILD CARE CONTINUED...

<p><i>Child Care Division</i></p>	<ul style="list-style-type: none"> • The Child Care Division leads the development and implementation of B.C.'s Childcare BC plan and has operational accountability for government's child care funding programs and registry of Early Childhood Educators. • Childcare BC: <ul style="list-style-type: none"> ○ New Spaces Fund. ○ UBCM Child Care New Spaces Grants. ○ UBCM Child Care Planning Grants. ○ BC Maintenance Fund. ○ Start-up Grants. ○ Child Care Fee Reduction Initiative. ○ Affordable Child Care Benefit. ○ Child Care Operating Funding. ○ Young Parent Program. ○ Early Childhood Educator (ECE) Wage Enhancement. ○ Funding for ECE Bursaries. ○ ECE Registry. ○ Aboriginal Head Start. • Aboriginal / Support Child Development funding/strategy.
<p><i>Funding and Financial Accountability Branch</i></p>	<ul style="list-style-type: none"> • The Funding and Financial Accountability Branch has oversight for the allocation and management of over \$7.25 billion of operating and special purpose funding to B.C.'s 60 Boards of Education, as well as independent School Authorities, and oversees the budgeting and financial reporting of all 60 school districts. Included in this are policies related to improving financial management and accountability in the K-12 public school sector. The Branch also plays a leadership role in the implementation of various elements of the BC Tripartite Education Agreement with Canada and the First Nations Education Steering Committee.
<p><i>Resource Management Division</i></p>	<ul style="list-style-type: none"> • The Resource Management Division is responsible for the oversight and management of approximately \$78.2 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 ENERGY, MINES AND LOW CARBON INNOVATION

DIVISION/BRANCH	TOPIC
<p>Electricity and Alternative Energy Division</p>	<ul style="list-style-type: none"> • The Division is responsible for British Columbia’s electricity and alternative energy sectors, including BC Hydro. These sectors are made up of diverse interests that develop electricity generation, transmission and distribution infrastructure, clean or renewable energy sources, including biomass, biogas, hydrogen, geothermal, hydro, solar, ocean, wind and low- carbon transportation fuels, and advance energy efficiency. • The Division focuses on increasing electrification and energy efficiency across the economy, reducing the carbon intensity of transportation fuels, expanding electric vehicle infrastructure, and implementing programs to reduce energy use and greenhouse gas emissions in the residential, commercial and industrial sectors. In association with the Ministry of Environment and Climate Change Strategy, the Division has responsibility for policies, programs, regulations and legislation to support legislated short and long-term, province-wide greenhouse gas reduction targets, including: <i>Greenhouse Gas Reduction Act</i> (Renewable and Low Carbon Fuel Requirements), the <i>Zero-Emission Vehicle Act</i>, the <i>Utilities Commission Act</i>, and the <i>Clean Energy Act</i>. • The Division is responsible for B.C.’s low-carbon energy market transformation, driving a range of actions to support all stages of clean energy development and adoption. The Division also administers the Innovative Clean Energy (ICE) Fund, a special account used to further the energy and environmental priorities of the government. • The Division is responsible for co-leading the Indigenous Clean Energy Opportunities (ICEO) process with the First Nations Energy and Mining Council and are seeking to engage with First Nations rights holders and organizations in a collaborative dialogue to: <ul style="list-style-type: none"> ○ position First Nations to fully participate in current and future opportunities in British Columbia’s clean energy sector; and ○ align the province’s strategic clean energy policy and legislation with the United Nations Declaration on the Rights of Indigenous people. • Implementation of the BC Hydrogen Strategy and administration of the BC Hydrogen Office.
<p>LNG Canada Implementation Secretariat</p>	<ul style="list-style-type: none"> • This Division is responsible for the effective implementation of LNG Canada and its associated pipeline, Coastal GasLink by liaising with federal, provincial, municipal governments, Indigenous Nations and the companies on key implementation issues management.

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

<p><i>Mines Competitiveness and Authorizations Division</i></p>	<ul style="list-style-type: none"> • Responsible for managing authorizations, geoscience and policy for the mining cycle from early mineral exploration, development of major and regional mines, and mine closure and reclamation. Supports the competitiveness of B.C.'s mining sector helps position B.C. as an attractive jurisdiction for investment, providing a fair, effective and transparent authorizations, and focusing on regulatory certainty, Indigenous reconciliation and partnerships, world-class geoscience, innovation and leading environmental standards.
<p><i>Mines Health, Safety and Enforcement Division</i></p>	<ul style="list-style-type: none"> • The Division was created in 2019 and is responsible for mine worker health and safety, compliance verification and enforcement, and investigations of serious incidents at mines. • 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 and Indigenous engagement in its core business areas. • The Division includes the Chief Auditor, responsible for conducting audits evaluating effectiveness of B.C.'s mining regulatory framework.
<p><i>Strategic and Indigenous Affairs Division</i></p>	<ul style="list-style-type: none"> • Supports mandate delivery of the Ministry of Energy, Mines and Low Carbon Innovation (EMLI) and EMLI's Divisions on its energy, mining and natural gas mandates. • Supports EMLI efforts to advance reconciliation with Indigenous Nations including: supporting the negotiation of revenue sharing and accommodation agreements and Reconciliation Agreements, engaging with Indigenous Nations on strategic 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. • Corporate oversight and coordination of policies, intergovernmental relations and reporting requirements by SIAD to ensure that EMLI takes a strategic approach to the delivery of its programs and services.

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

<p><i>Oil and Gas Division</i></p>	<ul style="list-style-type: none"> • This Division is accountable for the management and responsible development of the province’s oil and gas resources. This includes issuing and administrating Crown petroleum and natural gas subsurface tenures, as well as the revenues associated with those tenures; maintaining petroleum geology databases and systems; incenting infrastructure that supports resource development and contributes to lowering carbon intensity; undertaking analysis to develop and implement policies and programs, including the province’s royalty regime. The Division is responsible for identifying, stimulating and facilitating development and market opportunities, such as development of the province’s liquefied natural gas industry and other industries that add value to British Columbia’s oil and gas resources. • The Division develops policy, provincial statutes and regulations that apply to the oil and gas sector; and represents the province's interests before energy regulatory tribunals. This includes facilitating and leading the development and implementation of intra-provincial natural gas pipelines and related infrastructure and facilitating the development and implementation of interprovincial oil pipelines and related infrastructure projects. • The Division assesses and collaborates across-government on Indigenous reconciliation initiatives and environmental monitoring and research programs, conducts oil and gas resource assessments, manages resource development planning, manages cumulative effects, guides modernized land use planning, and develops environmental practices and initiates and administers oil and natural gas restoration programs. • The Division in association with the Ministry of Environment and Climate Change Strategy, has responsibility for policies, programs, regulations and legislation to support achieving greenhouse gas reduction targets as it relates to the oil and gas sector, including methane emissions targets and advancing carbon capture, utilization and storage.
<p><i>Woodfibre Implementation Group</i></p>	<ul style="list-style-type: none"> • Responsible for facilitating the development and implementation of the Woodfibre LNG facility by liaising with federal, provincial, municipal governments and First Nations. Providing a central point of contact for the proponent of Woodfibre LNG on regulatory and issues management.

MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY

DIVISION/BRANCH	TOPIC
<i>BC Parks, Recreation Sites and Trails</i>	<ul style="list-style-type: none"> Responsible for all matters (policy, planning and management) of conservation, recreation and cultural values in the province's parks and protected areas, and for developing, maintaining, and managing a network of recreation sites and recreation trails on Crown land throughout the province.
<i>Climate Change Strategy</i>	<ul style="list-style-type: none"> Province-wide coordination and management of systems to address and respond to climate change including: CleanBC, CleanBC Roadmap to 2030, CleanBC Communities Fund, CleanBC Industry Fund, CleanBC Industrial Incentive Program, 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 GHG Inventory and new Local Government Climate Action Program. 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 Carbon Tax.
<i>Compliance and Enforcement</i>	<ul style="list-style-type: none"> Conservation Officer Service: A natural resource law enforcement agency responsible for enforcing federal and provincial statutes, public safety as it relates to human-wildlife conflict and interactions, commercial environmental and industrial investigations and compliance and enforcement activities. 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 and storage; compliance planning.
<i>Environmental Assessment Office</i>	<ul style="list-style-type: none"> Review, compliance, and enforcement of major projects to assess their potential effects, in coordination with federal or provincial agencies. The <i>Environmental Assessment Act</i> is the legal framework for B.C.'s environmental assessment process.

MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY CONTINUED...

<p><i>Environmental Protection Division</i></p>	<ul style="list-style-type: none"> • Air quality, reducing toxins, pollution prevention, environmental emergencies/provincial spill response, <i>Environmental Management Act</i>, contaminated sites, brownfields, hazardous and industrial waste, <i>Integrated Pest Management Act</i>, extended producer responsibility, recycling, Provincial Plastics Action Plan, organics infrastructure funding programs, Clean Coast Clean Waters fund, Recycled Plastics Manufacturing Stimulus Fund, bonding financial assurance, circular economy, waste management (incineration, landfilling, municipal liquid and solid waste), permitting and compliance reporting for industrial operations' emissions; First Nations and stakeholder outreach on water legislation; policy for water conservation; source water protection; water quality monitoring; Lake Monitoring Program; groundwater hydrology; groundwater protection; monitoring and network management for surface water and groundwater quantity and quality; State of Environment Reporting; snow survey; ambient air quality; water stewardship outreach; environmental and natural resource sector laboratory (analytical chemistry); services and provincial laboratory quality assurance and standards; Natural Resource Sector library services; corporate Indigenous relations and partnership development.
<p><i>Strategic Services</i></p>	<ul style="list-style-type: none"> • Overarching environmental policy and legislation; intergovernmental relations; Business Improvement and Service Plan; 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 Indigenous Nations.

MINISTRY OF FINANCE

DIVISION/BRANCH	TOPIC
<p>Crown Agencies Secretariat</p>	<ul style="list-style-type: none"> • Oversight of governance, training, corporate accountability and appointments to all Crown Corporations, agencies, boards, and commissions. • Strategic oversight and support to specific Crowns, agencies or organizations, including: <ul style="list-style-type: none"> ○ The BC Lottery Corporation (BCLC), including BCLC's oversight of casinos and community gaming facilities. ○ The Liquor Distribution Branch (LDB) sales and policy, including BC Liquor Stores and provincially authorized legal cannabis retail. ○ BC Housing, in collaboration with the Attorney General and the Minister Responsible for Housing ministry. ○ Insurance Corporation of BC (ICBC) providing direct support to the Minister of Public Safety and Solicitor General. <p>**For <u>Minister</u> meeting requests for the Insurance Corporation of BC please direct these to the Ministry of Public Safety and Solicitor General.</p> <p>**For <u>staff</u> meeting requests for the Insurance Corporation of BC please see their description in the Provincial Agencies, Commissions and Corporations section.</p> <p>**For <u>Minister</u> meeting requests for BC Housing, please direct these to the Attorney General and Minister Responsible for Housing.</p> <p>**For <u>staff</u> meeting requests for BC Housing, please see their description in the Provincial Agencies, Commissions and Corporations section.</p>
<p>Policy and Legislation Division / Financial and Corporate Services Branch</p>	<ul style="list-style-type: none"> • Anti-money laundering in real estate and the financial sector, including beneficial ownership transparency initiatives.

MINISTRY OF FINANCE CONTINUED...

<p><i>Policy and Legislation Division / Intergovernmental Fiscal Relations</i></p>	<ul style="list-style-type: none"> • Federal-provincial fiscal relations (e.g., intergovernmental transfers). <ul style="list-style-type: none"> ○ Support Premier’s participation at Premiers’ and First Ministers’ tables. ○ Support Finance Minister’s participation at provincial-territorial and federal-provincial-territorial Finance Ministers’ tables. • Joint federal-provincial social policy priorities (e.g., income security and pensions). • Cannabis revenue sharing. • Local government fiscal relations, with Municipal Affairs. • First Nations fiscal relations, with Indigenous Relations and Reconciliation.
<p><i>Policy & Legislation Division / Property Assessment Services</i></p>	<ul style="list-style-type: none"> • Provincial property assessment policy/legislation including: <ul style="list-style-type: none"> ○ Valuation of development properties and tax implications on small businesses. ○ Assessment methodology for Crown leased lands. ○ Impacts of assessment on housing affordability. • Assessment appeals and impacts on municipal revenues.
<p><i>Policy and Legislation Division / Tax Policy Branch</i></p>	<ul style="list-style-type: none"> • Provincial tax policy, including: <ul style="list-style-type: none"> ○ Provincial property taxes (school, rural, police). ○ Property Transfer Tax. ○ Speculation and Vacancy Tax. ○ Provincial Sales Tax. ○ Carbon Tax. ○ Motor Fuel Tax. ○ Provincial Income Tax. ○ Indigenous Taxation. ○ Employer Health Tax.

MINISTRY OF FORESTS

DIVISION/BRANCH	TOPIC
<i>BC Timber Sales</i>	<ul style="list-style-type: none"> BC Timber Sales (BCTS) manages about 20 per cent of the province's allowable annual cut for Crown timber supporting the BC Timber Market Pricing System and generating economic prosperity for British Columbians through the safe, sustainable development and auction of Crown timber. BCTS operates in 33 communities and directly supports on average 7,000 jobs across B.C.
<i>BC Wildfire Service</i>	<ul style="list-style-type: none"> Wildfire Suppression, Wildfire Prevention and Community Resiliency Initiative.
<i>Forest and Range Sector Policy Division</i>	<ul style="list-style-type: none"> Economics, Trade, Export Policy, Softwood Lumber, Timber Pricing, Competitiveness and Compensation policy, Resource worker safety, value added, range policy and planning, modernizing forest policy, BC Timber Sales provincial operations.
<i>Integrated Resource Operations Division</i>	<ul style="list-style-type: none"> Archaeology; Compliance and Enforcement; Fish and Wildlife, Water Management, Engineering, Forest Tenures, Crown land Opportunities, Restoration and Lands.
<i>Office of the Chief Forester</i>	<ul style="list-style-type: none"> The Office of the Chief Forester provides provincial leadership for forest management and stewardship. Activities that occur within the Office of the Chief Forester include: continuous improvement of policies, legislation and practices, acquisition and update of forest inventory, spatial analysis and reporting of timber and non-timber values, allowable annual cut determination, silviculture, seed supply, forest health, land based research, climate change, carbon management, integrated planning, forest genetic resource management, developing the bio economy and strategic old growth support. All these activities are carried out to achieve sustainable management of B.C.'s forests and maintain a balance between a healthy environment and economic sustainability. This Division is comprised of the Office of the Chief Forester and six branches: Forest Analysis and Inventory Branch, Forest Improvement and Research Management Branch, Forest Carbon and Climate Services Branch, Forest Investment and Reporting Branch and Forest Science, Planning and Practices Branch and Innovation, Bioeconomy and Indigenous Opportunities Branch.
<i>Regional Operations</i>	<ul style="list-style-type: none"> Resource management coordination, and implementation, Crown land water, fish and wildlife and forest authorizations, community forest agreements, urban deer, clean energy projects, First Nations consultation, ecosystem-based management, range, BC Timber Sales, Interior forest sector renewal, flood and fire response and recovery. Invasive Species and Ecosystem Restoration.

MINISTRY OF HEALTH

DIVISION/BRANCH	TOPIC
<i>Finance and Corporate Services</i>	<ul style="list-style-type: none"> • Supports programs and health authorities by managing and ensuring a consistent approach to financial and corporate services planning, policy, performance oversight/reporting, and critical financial and corporate services issues management. • Services provided include, Health Authority Regional Grants Decision Support, Finance and Decision Support, Capital Services Management, and Audit and Investigations.
<i>Health Sector Workforce and Beneficiary Services</i>	<ul style="list-style-type: none"> • Responsible for operational delivery of beneficiary and diagnostic services and workforce strategies that contribute to effectively meeting patient and population health needs and improving patient outcomes through the efficient delivery of health services.
<i>Hospital and Provincial Health Services</i>	<ul style="list-style-type: none"> • Focuses on implementing specialized community and surgical services and programs, provincial health service, and regional hospital-based services, and provides provincial oversight of Medical Assistance in Dying (MAiD). • Works towards service transformation across the acute and provincial health sector and streamlines bilateral efforts between the ministry and health authorities by bringing together key mandated initiatives. • Works on continuing to implement the Surgical Renewal Commitment to address and improve patients access and wait times for surgical and diagnostic imaging services while also increasing surgical and diagnostic capacity in the province.
<i>Office of Indigenous Health</i>	<ul style="list-style-type: none"> • Works in partnership with B.C. First Nations, Métis and urban Indigenous partners, regional health authorities, across provincial ministries, and with Indigenous Services Canada to ensure the implementation of key strategic priorities and commitments regarding Indigenous health and wellness. • Key focus: Using the Recommendations of the <i>In Plain Sight</i> report as a blueprint for action to address Indigenous-specific racism and discrimination across the B.C. health care system.
<i>Population and Public Health</i>	<ul style="list-style-type: none"> • Focuses on improving the overall health and well-being of the population by promoting good health and wellness, preventing disease, injury and illness, and protecting people from harm.
<i>Seniors Services</i>	<ul style="list-style-type: none"> • Responsibility for Home Health, Long-Term care and Assisted Living policy development and implementation. • Ministry policy and actions related to the Assisted Living Registry operations and oversight.

MINISTRY OF HEALTH CONTINUED...

<p>Primary Care</p>	<ul style="list-style-type: none"> • Responsible for primary care policy direction, strategy development implementation, results monitoring, quality improvement and evaluation oversight. The current priorities of the division are: Increasing attachment and access through Primary care networks; Urgent and primary care centres; Community health centres; First Nations Led Primary Care Initiatives, Interdisciplinary team based primary care services both in person and virtual; integration of primary care services with specialized community services programs. • The Division also includes HealthLink BC due to its role as a key community services enabler of primary care.
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MINISTRY OF INDIGENOUS RELATIONS AND RECONCILIATION

DIVISION/BRANCH	TOPIC
<p>Negotiations and Regional Operations Division</p>	<ul style="list-style-type: none"> • Leads provincial engagement with First Nations to advance reconciliation initiatives, including negotiating and implementing agreements with First Nations partners in conjunction with other provincial agencies, federal and local government, and working with stakeholders to ensure the success of reconciliation initiatives.
<p>Reconciliation Transformation and Strategies Division</p>	<ul style="list-style-type: none"> • Leads provincial development and implementation of strategic reconciliation initiatives, such as the <i>Declaration on the Rights of Indigenous People 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. • Provides strategic advice and coordination to support Indigenous economic development and sustainability as a means to advance self-determination.
<p>Strategic Partnerships and Initiatives Division</p>	<ul style="list-style-type: none"> • Leads and supports the development and implementation of key strategies to strengthen the socio-economic conditions of Indigenous people in B.C. • Leads B.C.'s efforts in socio-cultural reconciliation with Indigenous communities and the development of provincial strategies for improving outcomes for Métis and urban Indigenous populations • Leads community engagement and the coordination of the provincial response to residential school sites in B.C. • Supports the negotiation of land packages and project manages the transfer of provincial Crown land to First Nations as part of provincial agreements. • Leads the provincial efforts to bring modern treaties into effect.

MINISTRY OF JOBS, ECONOMIC RECOVERY AND INNOVATION

DIVISION/BRANCH	TOPIC
<p><i>Small Business and Economic Development Division</i></p>	<ul style="list-style-type: none"> • Delivers on-the-ground regional and rural economic development and diversification, directly assisting rural communities in accessing funding, implementing projects, supporting business retention and expansion, investor readiness, and sector development. This work includes supporting communities responding to economic shocks (such as mill or mine closures). • Government lead on implementation of Recommendation #14 in the Old Growth Strategic Review (“Support forest-sector workers and communities as they adapt to changes resulting from a new forest management system”). Leads implementation of Forest Worker and Community Supports programs, as well as other established programs such as the Forest Employment Program and the Community Transition Rapid Response. • Provides economic recovery assistance for disaster impacted communities, including immediate on-the-ground services for transition support; economic recovery services and economic recovery funding for impacted communities to assess business impacts, and support economic development including new opportunities. • Responsible for Rural Resident Attraction and Retention Pilots (ending March 2023) supporting the advancement of business retention and expansion, using existing tools, resources, and best practices. • Provides rural development policy advice and support within government. • Economic analysis and policy, including LNG economic and workforce impacts and opportunities; Business growth and scale-up, including the B.C. supplier development pilot; Better Regulations for British Columbians; and Business and Economics Implications Framework. • Supports the development and delivery of policies, programs and initiatives supporting inclusive economic recovery, local, regional and Indigenous economic development, outreach, engagement and community investment readiness. • Small business initiatives, programs, resources and available supports including the Small Business Roundtable; Mobile Business Licences; BizPal and Sector and Regulatory Competitiveness. • Leads the development and delivery of policies, programs and initiatives supporting local, regional and Indigenous economic development and community investment readiness. • Support the COVID Industry Engagement Table which focuses on ways to reduce the transmission of COVID-19 in workplaces, and to provide input and advice to the government on the impacts and effectiveness of new public health measures and restrictions. • Focus on increasing Indigenous participation in the economy, promoting Indigenous businesses and entrepreneurs, and industry partnerships.

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

Investment and Innovation Division

- Leads the development and implementation of strategy and policy in support of provincial technology, innovation and related investment initiatives.
- Develops partnerships with investors to match project financing needs with strategic sources of capital.
- Responsible for InBC - a \$500 million strategic investment fund with a “triple bottom line” mandate that invests in 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 the Ministry of Energy, Mines, and Low Carbon Innovation 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, including economic recovery.
 - Develops partnerships with investors to match project financing needs with strategic sources of capital.
 - Develops relationships with industry associations, investors, and other investment focused stakeholders to identify projects that could benefit from the branch’s involvement.
 - Leads the ministry’s investment evaluation process.
- Establishing Integrated Marketplaces to amplify B.C. innovation and to connect B.C. businesses with customers seeking technology solutions that will solve business problems (initially focused on the transportation and clean tech sector).
- Establishment of the (Environment, Social, Governance) ESG Centre of Excellence in B.C. to enable B.C. businesses to leverage their ESG advantage and to attract ESG investment capital to B.C.
- Development of a Life Sciences Biomanufacturing Strategy to position B.C. as a hub for the biotechnology sector.

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

Trade and Industry Development Division

- Delivers “StrongerBC” initiatives that help B.C. businesses adapt and recover from the impacts of COVID-19 (Agritech, Manufacturing, Supply Chain).
- Develops programming and strategies for major and emerging sectors of B.C.’s economy.
- Spurs economic opportunities through Canada’s free trade agreements and our own international networks in support of diversified and growing exports and investment attraction.
- Drives prosperity and global opportunities for B.C. businesses in collaboration with Global Affairs Canada in the USA, Europe and Asia.
- Develops and delivers events and outreach to support awareness and networking for B.C. businesses in B.C. and overseas.
- Manages international and industry focused domestic marketing efforts in order to promote B.C. internationally as an attractive place to do business.
- Delivers and coordinates trade readiness and trade services programs serving communities across the province including indigenous communities, helping develop prosperous exporting companies positively impacting these communities.
- Supports the delivery of the Export Navigator Program.
- Supports the delivery of the Agritech Concierge Program and co-lead for implementation of the recommendations of the Food Security Task Force.
- Develops and delivers initiatives to attract and retain international investors and businesses, including support for site selection, aligning efforts with B.C. communities and federal partners to optimize the best investment opportunities for B.C.
- Advances and defends B.C. interests in international and domestic trade negotiations, agreements, and disputes.
- Monitors, analyzes, and communicates 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.
- Leads the development of a Trade Diversification Strategy and an Industrial and Manufacturing Strategy.

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

<p><i>Innovation, Technology and Investment Capital Division</i></p>	<ul style="list-style-type: none"> • B.C.'s technology and innovation policy and programming, including responsibility for Innovate BC. • Intellectual Property. • Coordination of the province's StrongerBC economic plan and associated programming. • Province's participation in the Digital Supercluster and Quantum Algorithms Institute. • Venture Capital Tax Credit. • Secretariat for StrongerBC, Economic Plan coordination, tracking and reporting. • BC Knowledge Development Fund. • Cannabis economic development. • Clean technology, hydrogen and low carbon innovation.
<p><i>Office of Mass Timber Implementation</i></p>	<ul style="list-style-type: none"> • The Office is tasked with leading the expansion and use of mass timber in B.C. buildings. Working towards transitioning the forestry sector to high value over high-volume production. • Expected outcomes include opportunities for local workers, strong partnerships with First Nations and greater economic opportunity while making a significant contribution to advancing CleanBC, advancing the Mass Timber Action Plan, cross-government and external partner co-ordination and collaboration and supporting the Minister's Mass Timber Advisory Council.

MINISTRY OF LABOUR

DIVISION/BRANCH	TOPIC
<p><i>Employment Standards</i></p>	<ul style="list-style-type: none"> • Administration of the <i>Employment Standards Act</i> to ensure employees receive basic standards of compensation and conditions of employment, including the minimum wage. Provide fair and efficient procedures for resolving employment standards disputes between employees and employers. Responsible for the Employment Standards Branch and the Employment Standards Tribunal. Responsible for enforcement of the <i>Temporary Foreign Worker Protection Act</i>.
<p><i>Forest Worker Support</i></p>	<ul style="list-style-type: none"> • Delivery of the Bridging to Retirement program which supports forestry workers, contractors and their employees impacted by Old Growth deferrals who are 55+ to transition to retirement in their communities and also enables workers in working forestry operations to voluntarily retire, with employer participation.

MINISTRY OF LABOUR CONTINUED...

<i>Labour Relations</i>	<ul style="list-style-type: none"> • Administration of the Labour Relations Code through the independent quasi-judicial B.C. Labour Relations Board. The ministry also promotes stable labour relations by monitoring collective bargaining disputes and providing formal and informal assistance to the parties. Also, responsible for the <i>Fire and Police Services Collective Bargaining Act</i> and the <i>Fire Department Act</i>.
<i>Workers' Compensation</i>	<ul style="list-style-type: none"> • Administration of the <i>Workers Compensation Act</i> through WorkSafeBC (provincial Workers' Compensation Board). WorkSafeBC provides compensation services, health care and vocational rehabilitation to injured workers. WorkSafeBC also has authority to develop, enact and enforce the Occupational Health and Safety Regulation. The ministry is also responsible for the Employers' Advisers Office, the Workers' Advisers Office, and the Workers' Compensation Appeal Tribunal.

MINISTRY OF LAND, WATER AND RESOURCE STEWARDSHIP

DIVISION/BRANCH	TOPIC
<i>Authorizations and SDM Solutions</i>	<ul style="list-style-type: none"> • A broad initiative to review legislation, provincial policy, tools, supports and standards needed to support statutory decision making and effective permitting and authorizations that are timely, transparent and fair.
<i>Cumulative Effects NRS Solutions</i>	<ul style="list-style-type: none"> • Building a cumulative effects management system in response to the Yahey court case that can be leveraged elsewhere in the province regionally.
<i>Natural Resource Information and Digital Services</i>	<ul style="list-style-type: none"> • Provides essential Information Management (IM) services to the sector by way of the creation, maintenance, and publication of foundational datasets and geospatial information as well as providing custom analytics. This work provides essential context and intelligence to support decision making across the natural resource ministries and beyond. 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 sector.

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

<p><i>Land Use Policy, Planning and Terrestrial Ecosystems</i></p>	<ul style="list-style-type: none"> • Responsible for leading B.C.'s land management strategies to ensure that land use decisions support the province's goals for reconciliation with Indigenous Nations, conservation of wildlife and habitat and economic growth. This includes leading regional land use and reconciliation forums including: <ul style="list-style-type: none"> ○ Advancing land use objectives and strategies that guide tactical and operational activities. ○ Setting land use objectives, connecting objectives to implementation, tracking outcomes and revising objectives and strategies based on monitoring. ○ Monitoring ecosystem conditions to feed into land use planning and decision making. • Responsible for delivering the following programs: <ul style="list-style-type: none"> ○ Modernized Land Use Planning delivered in partnership with Indigenous Nations. ○ Collaborative Indigenous Stewardship Forums. ○ Together for Wildlife Strategy. ○ Cumulative Effects Framework. ○ Species at Risk Recovery and the Provincial Caribou Recovery Program. ○ Recommendations within the Old Growth Report. • Chairing Regional Management Committees.
<p><i>Reconciliation and Natural Resource Sector Policy</i></p>	<ul style="list-style-type: none"> • This Division provides leadership in developing a "roadmap" for the natural resource sector to support the effective operationalization and implementation of the <i>Declaration on the Rights of Indigenous Peoples Act</i>, including working with the Declaration Act Secretariat on the alignment of natural resource sector laws and development of sector-specific tools and supports to advance reconciliation more effectively (e.g., policy, legislation, processes, etc.); this will include co-developing a foundation for co-management and shared decision making with Indigenous governments. • Some of the primary objectives of the Reconciliation and Natural Resource Sector Policy Division include: • Strategic land and resource reconciliation policy/frameworks including: <ul style="list-style-type: none"> ○ Land and natural resource assets. ○ Governance/co-management. ○ Engagement. • Cross sector policy. • Working with the <i>Declaration Act</i> Secretariat to coordinate alignment of Natural Resource Sector laws. • Co-ordinating today's efforts and building future legislative and policy frameworks for cumulative effects, shared decision making and climate change.

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

<p><i>Water, Fisheries and Coastal Policy and Planning</i></p>	<ul style="list-style-type: none"> • The Water, Fisheries and Coastal Policy & Planning Division brings together program areas responsible for the Watershed Security Strategy and associated Fund, Wild Salmon Strategy, and Coastal Marine Strategy. • 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 and science for B.C. and for setting objectives for water quality and sustainability. • 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). • The Division is the provincial hub for marine and coastal policy and planning, 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.
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MINISTRY OF MENTAL HEALTH AND ADDICTIONS

DIVISION/BRANCH	TOPIC
<p><i>Child and Youth Mental Health Policy Division</i></p>	<ul style="list-style-type: none"> • Set strategic direction and lead initiatives related to child and youth mental health and substance use, including the expansion of Foundry Youth Centres, developing a youth substance use system of care, including youth substance treatment beds, 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, including implementation of the Memorandum of Understanding: Tripartite Partnership to Improve Mental Health and Wellness Services, land-based healing initiatives, and First Nations-run treatment centres. • Leading mental health initiatives such as suicide prevention and 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 and community-based mental health crisis response services.

MINISTRY OF MENTAL HEALTH AND ADDICTIONS CONTINUED...

<p><i>Substance Use Policy Division</i></p>	<ul style="list-style-type: none"> • Lead for substance use policy, system integration and innovation, including the overdose public health emergency. This includes the full continuum of substance use services and supports from prevention, early intervention, harm reduction as well as treatment and recovery. • Lead for decriminalization in B.C. • Lead for public information, social marketing, and anti-stigma campaigns for substance use in the province. • 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.
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MINISTRY OF MUNICIPAL AFFAIRS

DIVISION/BRANCH	TOPIC
<i>Local Government Division</i>	
<p><i>Governance Structures Governance Services Governance Relations</i></p>	<ul style="list-style-type: none"> • Incorporation, restructure, boundary extensions, structure-related legislation and processes, and local and regional governance. • Local government administration, elections, governance operations-related legislative requirements/powers and local and regional services. • Local government First Nations/Indigenous relations, Crown Grant/Nominal Rent Tenure sponsorships, Business Improvement Areas, and Resort Associations.
<p><i>Infrastructure and Engineering</i></p>	<ul style="list-style-type: none"> • Asset management, drinking water, wastewater, stormwater, solid waste, green energy, community, recreation and other capital grants, infrastructure planning grants and programs [Investing in Canada Infrastructure Program (Environmental Quality; Community, Culture and Recreation, Rural and Northern Communities, CleanBC Communities Fund, COVID-19 Resilience Infrastructure Stream), Community Economic Recovery Infrastructure Program, Clean Water and Wastewater Fund and NBCF-Small Communities Fund].

MINISTRY OF MUNICIPAL AFFAIRS CONTINUED...

<p>Local Government Finance</p>	<ul style="list-style-type: none"> • Local government finance, including: <ul style="list-style-type: none"> ○ budgeting and financial plans. ○ audited financial statements. ○ unconditional grants; Safe Restart – Local Government grants; reserve funds. ○ investments and municipal corporations; long-term liabilities. ○ development financing (including Development Cost Charges). ○ user-fees. ○ taxation (including tax sale). ○ COVID-19 response temporary financial measures.
<p>Local Government Policy, Research and Legislation</p>	<ul style="list-style-type: none"> • Overall responsibility for local government legislation development for <i>Community Charter</i>, <i>Local Government Act</i>, <i>Local Elections Campaign Financing Act</i> and other local government legislation. Broad responsibility for forward-looking policy development in relation to various local government authorities.
<p>Planning and Land Use Management Programs</p>	<ul style="list-style-type: none"> • Local government planning and land use management framework, including: rental zoning, housing needs reports; public hearings, other local planning and land use tools; ministerial approvals of some official community plans; Regional Growth Strategies (RGSs); and the Development Approvals Process Review. • CleanBC, Climate Action Charter, joint provincial-UBCM Green Communities Committee (GCC), support for local government climate mitigation and adaptation action. • Dispute resolution related to Regional District service review/withdrawal, RGS and other intergovernmental disputes. • Socio-economic effects of LNG Canada and Coastal GasLink’s LNG projects on local governments and Indigenous Nations in northern B.C. • Funding programs: Safe Restart -- Strengthening Communities’ Services, Safe Restart -- Local Government Development Approvals Program, Northern Healthy Communities Fund.
<p>Public Libraries Branch</p>	<ul style="list-style-type: none"> • The Public Libraries Branch works together with public library boards, library staff and local governments to improve and ensure the public’s access to information, resources, and services under the <i>Library Act</i>. Providing the regulatory structure that supports public libraries’ operation and governance. Apportioning grants to help library boards and public bodies that are engaged in delivering and improving public library service. Responsible for areas covering legislation, governance, financial reporting, provincial funding, digital infrastructure, provincial-wide services and provincial policies. Responsible for implementation of B.C.’s strategic plan for public library services and the provincial community literacy portfolio.

MINISTRY OF MUNICIPAL AFFAIRS CONTINUED...

<i>Immigration Services and Strategic Planning Division</i>	
<i>Community Gaming Grants</i>	<ul style="list-style-type: none"> Community Gaming Grants support eligible not-for-profit organizations delivering community programs that benefit the citizens of British Columbia. Grants are awarded in several sectors including: Arts and Culture, Sport, Public Safety, Environment, Human and Social Services and Parent Advisory Councils. Eligible not-for-profit can also apply for Capital Grants through the program.
<i>Immigration Services</i>	<ul style="list-style-type: none"> Immigration policy, programs, and services; including Provincial Nominee Program (PNP) supporting the attraction of international entrepreneurs and skilled and semi-skilled workers. The Entrepreneur Immigration Regional Pilot and the PNP Tech Pilot are supported by a dedicated PNP Concierge service; Settlement and Integration services, foreign qualifications recognition and interprovincial labour mobility.
<i>Strategic Planning and Legislative Services Branch</i>	<ul style="list-style-type: none"> The branch provides services and leadership in the areas of legislative services, community policy, corporate priorities and strategic planning related to local governments and communities. The branch is responsible for and executes the legislative program and coordinates Orders in Council (OIC), Ministerial Orders and board appointments for the ministry.

MINISTRY OF PUBLIC SAFETY AND SOLICITOR GENERAL

DIVISION/BRANCH	TOPIC
<i>BC Coroners Service</i>	<ul style="list-style-type: none"> Responsible for investigating and determining the circumstances of all unnatural, sudden and unexpected, unexplained or unattended deaths in the province. Makes recommendations to improve public safety and prevent death in similar circumstances. Responsible for the investigation of all child death (under the age of 19 years) in B.C. and for investigating all deaths in custody.
<i>BC Corrections</i>	<ul style="list-style-type: none"> Responsible for the supervision of individuals, 18 years or older, on bail or serving a sentence in the community, and the supervision of individuals in custody awaiting trial, serving a sentence under two years, or on an immigration detention.

MINISTRY OF PUBLIC SAFETY AND SOLICITOR GENERAL CONTINUED...

<p><i>Cannabis, Consumer Protection, and Corporate Policy Branch</i></p>	<ul style="list-style-type: none"> • Responsible for consumer protection policy, which includes consumer contracts, cost of credit disclosure, ticket sales, film classification, and licensing of travel agents, motor dealers, funeral services, payday lenders, debt collectors, and home inspectors. • Responsible for leading and supporting the development and implementation of provincial non-medical cannabis policy and leading negotiation of government-to-government agreements with Indigenous nations in respect to cannabis pursuant to the <i>Cannabis Control and Licensing Act</i> section 119.
<p><i>Community Safety and Crime Prevention Branch</i></p>	<ul style="list-style-type: none"> • Responsible for coordinating a provincial network of programs and services for victims of crime including programming for violence against women, gender-based violence, and sexual assault. • Responsible for coordinating the province's work in the areas of restorative justice, and human trafficking. • Includes the Civil Forfeiture Office which manages the Civil Forfeiture Crime Prevention and Remediation grant program.
<p><i>Emergency Management BC (EMBC)</i></p>	<ul style="list-style-type: none"> • EMBC is the lead coordinating agency in the provincial government for all emergency management activities. • EMBC works with local governments, First Nations, federal departments, industry, non-governmental organizations, and volunteers to support the four pillars of emergency management - mitigation, preparedness, response, and recovery. Additionally, EMBC engages with provincial, national and international partners to enhance collective emergency preparedness. • Also, within EMBC is the Office of the Fire Commissioner (OFC). The OFC is the senior fire authority in the province with respect to fire safety and prevention. <p>**Meeting requests for the <u>Minister</u> will be held with the Parliamentary Secretary for Emergency Preparedness.</p>
<p><i>Gaming Policy and Enforcement Branch</i></p>	<ul style="list-style-type: none"> • Regulates all gambling in British Columbia and ensures the integrity of gambling industry companies, people, and equipment. • Regulates oversight of commercial gambling conducted and managed by the British Columbia Lottery Corporation (e.g., lotteries, casinos, community gaming centres, commercial bingo halls and online gambling on PlayNow.com), British Columbia's horse racing industry, and licensed charitable gambling events. • Administers the Gambling Support BC program, which includes a continuum of responsible and problem gambling prevention and treatment services. • Administers Host Financial Assistance Agreements with local governments that host a gaming facility within their jurisdiction.

MINISTRY OF PUBLIC SAFETY AND SOLICITOR GENERAL CONTINUED...

<p>Insurance Corporation of BC (ICBC)</p>	<ul style="list-style-type: none"> • ICBC is responsible to the Minister of Public Safety and Solicitor General, who is supported within government by the Crown Agencies Secretariat in the Ministry of Finance. <p>**For Minister meeting requests for the Insurance Corporation of BC please direct these to the Ministry of Public Safety and Solicitor General.</p> <p>**For staff meeting requests for the Insurance Corporation of BC please see their description in the Provincial Agencies, Commissions and Corporations section.</p>
<p>Liquor and Cannabis Regulation Branch</p>	<ul style="list-style-type: none"> • Issues non-medical cannabis and liquor licenses. • Educates establishments about cannabis laws and rules. • Take 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. • Regulates training programs including Selling It Right and Serving It Right. • Works with local government, Indigenous nations, and stakeholders to develop liquor and non-medical cannabis policy and provide advice to government concerning decisions related to liquor and non-medical cannabis policy.
<p>RoadSafety BC</p>	<ul style="list-style-type: none"> • RoadSafetyBC is responsible for road safety in the province, working with our partners to help reach our goal of zero traffic fatalities and serious injuries. • The branch operates provincial road safety programs and is the policy and regulatory agency responsible for ensuring the safe and responsible operation of motor vehicles in B.C. • The Superintendent of Motor Vehicles is the administrative authority governing drivers and has authority to: <ul style="list-style-type: none"> ○ Prohibit a person from driving a motor vehicle. ○ Require a driver to take part in a program to improve their driving. ○ Review and make decisions about sanctions, driving prohibitions and ICBC licensing decisions. • Make sure B.C. drivers are medically fit to drive.

MINISTRY OF PUBLIC SAFETY AND SOLICITOR GENERAL CONTINUED...

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 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 Community Safety Unit delivers a province-wide regulatory cannabis compliance and enforcement program to address the illegal sale of cannabis.
- 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 *Police Act*.
- Municipal Policing, Governance and Oversight Division is responsible for superintending, oversight and alignment of municipal police and their boards, and also plays a central policy role for superintending integrated policing teams.
- 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 oversees the transition to a new police service in the City of Surrey.

MINISTRY OF SOCIAL DEVELOPMENT AND POVERTY REDUCTION

DIVISION/BRANCH	TOPIC
<i>Accessibility Directorate</i>	<ul style="list-style-type: none"> • Providing cross-government advice and support to promote greater accessibility and inclusivity of policies and programs. • Implementation of the <i>Accessible British Columbia Act</i>, which seeks to identify, remove, and prevent barriers to inclusion experienced by people with disabilities. • Support for Ministerial Advisory Committees, including Presidents Group, Registered Disability Savings Plan Action Group, and Provincial Accessibility Committee.
<i>Employment and Labour Market Services Division</i>	<ul style="list-style-type: none"> • WorkBC Employment Services is the largest network of employment providers in the province and supports all British Columbians seeking work regardless of where they live or employment barriers they may face. Services are delivered through 102 WorkBC Centres as well as through a strong online presence, accessible from anywhere in the province. Services include access to individualized employment counselling, job search resources, employment planning, skills training, financial supports, wage subsidy placements, assistive technology supports, apprentice services and more. • 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. <p>To support recovery efforts, CEP is ensuring funding is accessible and equitably distributed throughout the province and prioritizing applications that:</p> <ul style="list-style-type: none"> • Create work experience and training opportunities to prepare job seekers for occupations that have a strong labour market outlook; and • Support an inclusive economic recovery in B.C. communities.

MINISTRY OF SOCIAL DEVELOPMENT AND POVERTY REDUCTION CONTINUED...

<p>Research, Innovation and Policy Division</p>	<ul style="list-style-type: none"> • Provides research, policy and legislation support to the ministry to deliver income and disability assistance to British Columbians most in need. • Provides reconsideration services for clients disputing eligibility decisions regarding income assistance, disability assistance and child care subsidy. • 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 the ministry's intergovernmental relations work for the Forum of Ministers Responsible for Social Services. • Leads the ministry's work toward reconciliation and alignment with the <i>Declaration on the Rights of Indigenous Peoples Act</i>.
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MINISTRY OF TOURISM, ARTS, CULTURE AND SPORT

DIVISION/BRANCH	TOPIC
<p>Arts and Culture</p>	<ul style="list-style-type: none"> • Leads research, analysis, policy, and program development to provide broad access to and participation in arts and culture. • Provides oversight and strategic direction for the BC Arts Council and Royal BC Museum. • Administers application-based grant programs for artists/cultural practitioners, and non-profit arts and culture organizations. • Provides oversight and implementation of cultural infrastructure priority projects in the Minister's mandate letter, including the Royal BC Museum modernization and the establishment of a Chinese Canadian Museum, supporting redevelopment of the Jewish Community Centre and starting work on the establishment of a South Asian Museum.
<p>BC Athletic Commission</p>	<ul style="list-style-type: none"> • Legislation and regulatory oversight of professional boxing, kickboxing, and mixed martial arts, as well as amateur kickboxing, mixed martial arts, Muay Thai and pankration.
<p>Creative Sector</p>	<ul style="list-style-type: none"> • Lead on cross-ministry and intergovernmental coordination, policy development and research to support the growth of B.C.'s creative sector (i.e., film, television, interactive digital media, music, and publishing) and work with industry stakeholders to advance opportunities. Provides oversight and strategic direction for Creative BC and the Knowledge Network.

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

Heritage	<ul style="list-style-type: none"> • Provides advice and information on British Columbia’s historic places, paleontological resources, and geographical names. Exercises regulatory authority and develops policy under the <i>Heritage Conservation Act</i> and the <i>Land Act</i> regarding the identification, formal recognition, commemoration, protection and celebration of heritage and fossil sites, management of provincial heritage sites and the management of the BC Register of Historic Places and the BC Geographical Names office.
Mountain Resorts	<ul style="list-style-type: none"> • Delivers a one window regulatory approach for resort development and community ski area administration and the review and authorization of expansions and new proposals on Crown land across the province. Evaluates phased development plans and conducts major project reviews, leading work teams that include other natural resource agencies and consulting with local governments, public recreation users, and First Nations.
Sport	<ul style="list-style-type: none"> • Lead on policy development and program implementation related to amateur sport development in B.C. Manages the Major Event Program (MEP) for financial support for major sporting events and considers opportunities associated with marquee events, such as FIFA World Cup, Invictus Games and Olympics and Paralympics. Work is guided by B.C.’s Sport Framework (<i>Pathways to Sport</i>) which identifies three key priority areas of focus for the provincial sport system: sport participation; athlete development; sport event hosting. Provides oversight and strategic direction to viaSport and the BC Games Society.
Tourism	<ul style="list-style-type: none"> • Policies, programs, destination development and strategic engagement to support B.C. tourism sector’s recovery and resilience; manages the Resort Municipality Initiative (RMI), Tourism Event Program and Municipal Regional District Tax program (MRDT), jointly with Ministry of Finance and Destination BC. Provides oversight of Destination BC (tourism marketing) and BC Pavilion Corporation (BC Place and Vancouver Convention Centre) and leads development and implementation of provincial tourism framework.

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE

DIVISION/BRANCH	TOPIC
<p>Highways and Regional Services Division</p>	<ul style="list-style-type: none"> • 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 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>.
<p>Integrated Transportation and Infrastructure Services Division</p>	<ul style="list-style-type: none"> • The Integrated Transportation and Infrastructure Services Division (ITIS) provides cross ministry planning, engineering, and property services, and oversees major infrastructure projects. ITIS is responsible for all aspects of strategic planning, capital programming, including development and management of the provincial 10-year Transportation Investment Plan, management of federal and community cost sharing programs, and the delivery of the major transportation projects throughout the province. The division oversees the acquisition, management and disposition of the ministry's thousands of properties and land interests, including those owned by the BC Transportation Financing Authority and BC Railway Company. Through the Chief Engineer's Office, the division is also responsible for ensuring that the ministry's designs and standards are adapting to climate change.

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE CONTINUED...

<p><i>Policy, Programs and Partnerships Division</i></p>	<ul style="list-style-type: none"> • The Policy, Programs and Partnerships Division is responsible for aspects of strategic transportation policy, legislation, and grant programs in British Columbia. This includes air, rail, public transit service delivery through BC Transit and coastal and inland ferry delivery, governmental relations, active transportation, and airport grant programs, Clean BC, and climate change initiatives. The division has direct oversight of the province's coastal ferry service through BC Ferries and supports the Minister Responsible for TransLink.
<p><i>Strategic and Corporate Priorities Division</i></p>	<ul style="list-style-type: none"> • The Strategic and Corporate Priorities Division leads the key strategic cross ministry and corporate initiatives, enabled by talent, technology and operational services. Develop and coordinate ministry strategy, priorities, and performance management. Coordinate cross ministry support and tracking on corporate and priority initiative. Coordinate corporate and ministry-level reconciliation efforts. Align talent and technology efforts to enable strategic goals and outcomes. Facilitate a learning culture where everyone is valued. Prioritize solutions that help people do meaningful work. Promotes innovation through investment in people, culture, and technology. Within the division, the Information Management Branch (IMB) helps design, build, and run all technology solutions for the ministry. Lead strategic HR initiatives and operations, in partnership with the PSA.

PROVINCIAL AGENCIES, COMMISSIONS AND CORPORATIONS AVAILABLE DURING THE UBCM 2022 CONVENTION

DIVISION/BRANCH	TOPIC
<i>Agricultural Land Commission</i>	<ul style="list-style-type: none"> Information and advice regarding the Agricultural Land Reserve (ALR) and work of the Provincial Agricultural Land Commission (ALC). ALC Chair and/or Chief Executive Officer will be in attendance.
<i>BC Emergency Health Services (BCEHS)</i>	<ul style="list-style-type: none"> As part of the Provincial Health Services Authority, BCEHS governs the emergency medical services system in B.C. and provides pre-hospital emergency and inter-facility patient transfer services. BCEHS paramedics, emergency medical call takers and dispatch staff provide pre-hospital emergency care and medically necessary transport (ground and air ambulances) for British Columbians. BCEHS also oversees patient inter-facility transfers in the province, working with health authorities to coordinate the transfer of acute and critically ill patients to an appropriate level of care both within and outside of B.C. <ul style="list-style-type: none"> Members of the BCEHS executive team look forward to participating in productive and engaging sessions with municipal leaders.
<i>BC Housing</i>	<ul style="list-style-type: none"> BC Housing works in partnership with private and non-profit sectors, provincial health authorities and ministries, other levels of government and community groups to develop a range of housing options. These affordable housing options span the housing continuum, including emergency shelter and housing for the homeless, transitional supportive and assisted living, independent social housing, rent assistance in the private market, and affordable owner-purchase housing. Through the <i>Homeowner Protection Act</i>, BC Housing also licenses residential builders, administers owner builder authorizations, ensures that mandatory licensing and home warranty insurance provisions are complied with, oversees the third-party home-warranty insurance, and carries out research and education that benefits the residential construction industry, consumers and the affordable housing sector.

PROVINCIAL AGENCIES, COMMISSIONS AND CORPORATIONS AVAILABLE DURING THE UBCM 2022 CONVENTION CONTINUED...

<i>BC Hydro</i>	<ul style="list-style-type: none"> • BC Hydro’s mission is to safely provide our customers with reliable, affordable, clean electricity. Our vision celebrates our clean energy advantage and our environmental stewardship role in B.C. Sustainability is about making the best choices with available resources, which means leveraging our clean electricity for all British Columbians. BC Hydro’s Community Relations staff look forward to addressing any questions that you may have related to our operations.
<i>BC Oil and Gas Commission</i>	<ul style="list-style-type: none"> • The BC Oil and Gas Commission regulates oil, gas and geothermal activities for the benefit of British Columbians and looks forward to addressing any questions you may have on our regulatory oversight.
<i>BC Transit</i>	<ul style="list-style-type: none"> • From small towns to large urban centres outside of Metro Vancouver, BC Transit delivers safe, reliable, customer focused transportation services you can rely on. BC Transit would be pleased to discuss any questions you may have regarding our services. In order to provide you with the best information possible, please provide specifics relating to your questions within the meeting request.
<i>Insurance Corporation of British Columbia (ICBC)</i>	<ul style="list-style-type: none"> • ICBC provides universal compulsory auto insurance (basic insurance) to drivers in British Columbia, with rates regulated by the British Columbia Utilities Commission (BCUC) and sells optional auto insurance in a competitive marketplace. Our insurance products are available across B.C. through a network of independent brokers, and claims services are provided at ICBC claims handling facilities located throughout the province. We also invest in road safety and loss management programs to reduce traffic-related deaths, injuries and crashes, auto crime and fraud. In addition, 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 2022 CONVENTION CONTINUED...

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