

**Jobs, Tourism and Skills Training and Minister Responsible for Labour
Transition Material June 2013**

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MINISTRY PROFILE

Ministry:

Jobs, Tourism and Skills Training and Minister Responsible for Labour

Ministry Mandate:

The Ministry of Jobs, Tourism and Skills Training and Minister Responsible for Labour manages key lines of government service that help create the economic prosperity needed for the success of families and communities across the province. This means seizing the opportunities and responding to the challenges of a globalized economy in order to create new jobs, defend existing ones and position B.C. for long-term growth. In addition, the Labour Division establishes a fair and balanced labour and employment law framework that promotes worker health and safety and labour relations stability.

To accomplish this, the Ministry works to:

- Develop B.C.'s regions and key industries to their full economic potential.
- Enhance competitiveness for small business by streamlining regulatory requirements and processes, and providing easier access to government programs and supports.
- Ensure that B.C. has enough skilled, highly productive workers to meet the needs of our growing economy.
- Promote safe and healthy workplaces and ensure that employers, workers and unions understand and apply B.C.'s labour laws.
- Promote labour stability and protect workers, by balancing the interests of employers and workers.
- Support B.C.'s tourism industry in being globally competitive and sustainable.

Crown corporations in partnership with the Ministry to achieve its goals include: Destination BC, and Industry Training Authority.

2013/14 Budget (in 000) (TBD):

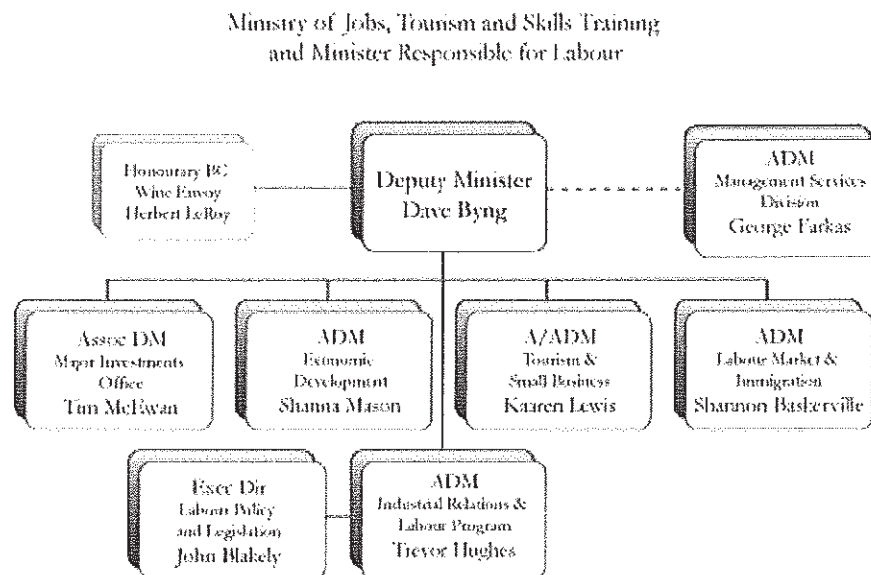
Competitiveness & Small Business Division	\$5,501
Economic Development Division ¹	\$6,800
Executive and Support Services ²	\$5,433
International Trade & Investment Attraction Division ¹	\$15,842
Labour Market & Immigration Division	\$17,248
Labour Programs	\$15,310
Major Investments Office ¹	\$2,571
Northern Development Fund	\$500
Transfers to Crown Corporations and Agencies	\$160,634
- Forest Innovation and Investment	\$17,300
- Destination BC Corporation	\$48,890
- Industry Training Authority	<u>\$94,444</u>
	<u>\$160,634</u>
Total	\$229,839

Notes:

¹ Contingency approvals for ED (\$10.5M), ITIA (\$16.437M) and MIO (\$1M).

² Includes \$925K for the Tourism Strategy and Policy branch.

Executive Organizational Chart:



EXECUTIVE MEMBER BIOGRAPHY

DAVE BYNG

DEPUTY MINISTER

*MINISTRY OF JOBS, TOURISM AND SKILLS TRAINING
AND MINISTER RESPONSIBLE FOR LABOUR*



Dave was appointed Deputy Minister, Ministry of Jobs, Tourism and Skills Training and Minister Responsible for Labour on September 5, 2012 with accountability for economic development, training and immigration, international trade, tourism, small business and labour. He is also the President and Chief Executive Officer of the British Columbia Railway Company.

Dave has enjoyed a 32 year career in the British Columbia public service that has allowed him to lead district and regional operations throughout most of the province and has held a number of senior executive roles during his tenure, including positions in the Ministry of Transportation and Infrastructure, British Columbia Railway Company, BC Public Service Agency, and the Ministry of Agriculture and Lands.

As Deputy Minister, he is responsible for delivery of the provincial economic development plan *Canada Starts Here; The BC Jobs Plan* as well as oversight of the ministry's domestic and international operations, overseeing an annual operating budget of over \$234M and managing a labour force of over 500 FTEs. As the President and CEO of BC Rail, Dave is directly responsible and accountable for the management of the organization's \$536M of assets and the successful delivery of BC Rail's service plan commitments.

Dave holds a Masters of Arts degree from Royal Roads University as well as a Certificate of Intercultural Studies from University of British Columbia and a Certificate of Advanced Project Management from Stanford University. He is a recipient of the Premier's Award of Excellence and the Royal Roads University Founder's Award. Dave also holds fellowships with the Royal Geographical Society in London and the Explorers Club in New York City.

He currently resides in Victoria, British Columbia with his wife and two sons.

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EXECUTIVE MEMBER BIOGRAPHY

GEORGE FARKAS

ASSISTANT DEPUTY MINISTER

MANAGEMENT SERVICES DIVISION



George began with the Ministries of Community, Sport and Cultural Development and Jobs, Tourism and Skills Training (and Minister Responsible for Labour), on September 8, 2011, acting in the role of ADM, Management Services. Prior to this acting assignment, George was nominated for the Accelerated Executive Development Program – which involved a comprehensive set of assessments to determine readiness for an employee to succeed in an ADM assignment. George was permanently appointed to ADM, Management Services in December 2011.

George has over 13 years of experience within the BC Public Service and at the federal level with Finance Canada, with a diverse background of public policy, strategic planning, performance measurement, privacy and security, financial and procurement governance, IM/IT, strategic human resources, consumption taxation, financial services policy development and crown corporation governance. Most recently, George had lead responsibility for establishing and transitioning Destination BC into a crown corporation, and oversees the Tourism Policy Branch in the Ministry of Jobs, Tourism and Skills Training. George was born and raised in Victoria, B.C. and has a Bachelor's degree in History and a Masters of Public Administration.

EXECUTIVE MEMBER BIOGRAPHY

TREVOR HUGHES

ASSISTANT DEPUTY MINISTER

INDUSTRIAL RELATIONS AND LABOUR PROGRAMS



Trevor was appointed as Assistant Deputy Minister, Industrial Relations on September 24, 2010 after 2 years in the role of Chief Industrial Relations Officer, Industrial Relations Division. On May 22, 2012, Trevor assumed the role of Acting Assistant Deputy Minister, Labour Programs in addition to his Industrial Relations role. On August 20, 2012, Trevor assumed the new position of Assistant Deputy Minister, Industrial Relations and Labour Programs.

Prior to joining the provincial government in October of 2008, Trevor was with the Health Employers Association of B.C. (HEABC) for 16 years. HEABC coordinates the human resource and labour relations interests of over 300 publicly funded healthcare employers in British Columbia. During his time at HEABC, Trevor was involved in contract interpretation and dispute resolution. In addition, he was involved in the essential services process for the Health Sector in 1996 and 1998 before becoming involved in main-table negotiations in 2001, 2004, and 2006. Commencing in late 2007, Trevor was involved on the bargaining team with Government that was charged with negotiating with health sector unions a resolve to all of the issues raised by the Supreme Court of Canada's decision in the *Health Services* case. This decision resulted from the unions' challenge to the constitutionality of Bill 29-2002.

In February 2012, Trevor was appointed by Minister of Labour and Citizens' Services, the Honourable Margaret MacDiarmid, to inquire into the collective bargaining dispute in the education sector between the B.C. Teachers' Federation and the B.C. Public School Employers' Association.

Trevor graduated from the University of B.C. with a Bachelor's degree (honours) in Commerce in 1991. In 1992, Trevor attained a Master's of Industrial Relations degree from Queen's University.

EXECUTIVE MEMBER BIOGRAPHY

SHANNA MASON

ASSISTANT DEPUTY MINISTER

ECONOMIC DEVELOPMENT DIVISION



Shanna recently began her role with the Ministry and is the Assistant Deputy Minister of the Economic Development Division. As part of her portfolio, Shanna leads specific projects that bring together B.C. partners to meet with prospects (domestic or international) to explore potential opportunities, identify and project manage economic development projects that require coordination across government, and identify B.C. Economic Development Opportunities. She also works with communities and regions throughout the province to facilitate economic development.

Prior to her appointment to the Ministry, Shanna had been with the Ministry of Transportation and Infrastructure since 1997, where she served as an Occupational Health and Safety Advisor for the Thompson-Okanagan and Kootenay Regions. More recently she had filled numerous roles within the Ministry including Manager of Health & Safety, Manager of Highway Maintenance, Director of Field Services, Regional Director, Northern Region and lastly, Executive Director, Highways Department.

Prior to joining the Ministry of Transportation, Shanna had a career in the private sector specializing in utility line clearing and urban forestry.

Shanna holds a MBA from Royal Roads University and has lived in a number of communities throughout the South Coast, Southern Interior and North regions of B.C. Shanna now resides in Victoria with her husband, Jason, her dog, Cassie, her cat, Boots and her bird.

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EXECUTIVE MEMBER BIOGRAPHY

TIM MCEWAN

ASSOCIATE DEPUTY MINISTER

MAJOR INVESTMENTS OFFICE



Tim is Associate Deputy Minister of the Major Investments Office, a role he assumed on February 27, 2012.

Tim served as President and Chief Executive Officer of Initiatives Prince George Development Corporation -- the economic development authority in Prince George, BC -- from February 2008 until January of 2012, and was Principal of his own Public Policy and Management Consulting firm, T. M. McEwan Consulting Ltd. in 2007. From 2001 through 2006 he was the founding Executive Director (Assistant Deputy Minister) of the BC Progress Board, a strategic benchmarking and private sector advisory board to Premier Gordon Campbell.

During most of the 1990's Tim worked for the Business Council of British Columbia as Director, Programs & Policy (responsible for the landmark BC Business Summit initiative) and as a Senior Policy Analyst working on economic policy, labour relations and workers' compensation issues. While completing his graduate studies, he worked for the B.C. Ministry of Energy, Mines and Petroleum Resources on a special review of mineral tenure policy in relation to escalating land use conflicts and prospective First Nation land claim negotiations.

He has served on the Board of Governors of the Business Council of British Columbia, and as a Director of a number of other organizations, including: Northern Bioenergy Partnership; Ministry of Advanced Education's Degree Quality Assessment Board; Prince George Regional Performing Arts Centre Society; and the Asia Pacific Gateway Skills Table.

Tim holds a Masters in Public Administration and a Bachelor of Arts, both from the University of Victoria. Together with Cynthia, his wife, he lives in Tsawwassen south of Vancouver, B.C.

EXECUTIVE MEMBER BIOGRAPHY

KAAREN LEWIS

A/ ASSISTANT DEPUTY MINISTER

*COMPETITIVENESS AND SMALL BUSINESS
DIVISION*



Kaaren became acting ADM for the Competitiveness and Small Business Division, effective May 31, 2013. Kaaren is a strong team leader with over 20 years experience in the BC public service in senior policy, regulatory and operational roles. Kaaren has been with JTSTL since October of 2011, as the Executive Director with the Labour Market Programs Branch and has played a significant role in leading initiatives under the BC Skills Training Plan and BC Jobs Plan. Kaaren was responsible for the development and implementation of labour market programs, information services (WorkBC.ca and labour market forecasting and analysis) and industry partnerships that help British Columbians enhance their skills, secure employment, reach their full potential and support economic growth. Kaaren also had responsibility for the apprenticeship training system and the Industry Training Authority, a Crown Corporation

Prior to her role as Executive Director, Labour Market Programs, Kaaren was the Executive Director of the Ecosystems Protection and Sustainability Branch, Ministry of Environment, responsible for policy, legislation, regulations, and information services to conserve the province's ecosystems, fish and wildlife species and their habitats.

Kaaren holds a Masters degree from Yale University's School of Forestry and Environmental Studies. She was raised in Vancouver, British Columbia, and currently lives in West Saanich with her husband, 2 children and border collie.

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EXECUTIVE MEMBER BIOGRAPHY

SHANNON BASKERVILLE
ASSISTANT DEPUTY MINISTER
LABOUR MARKET AND IMMIGRATION DIVISION



Shannon Baskerville was appointed Assistant Deputy Minister, Labour Market & Immigration Division in the spring of 2011. The Division takes a leadership role in the implementation of BC's Skills Training Plan and skills development and workforce initiatives for British Columbians to take full advantage of job opportunities in growth sectors across the province. The Division is also responsible for immigration strategies and programs to ensure the province attracts and retains new workers and entrepreneurs to match regional economic and labour market needs across BC.

Shannon has 20 years of strategic policy and operational experience in senior management and executive roles with the Province of British Columbia. Prior to her current portfolio, Shannon was the Assistant Deputy Minister with the Ministry of Regional Economic & Skills Development, responsible for the province's immigration strategy to support economic growth and community development across the province. She has also served as the Assistant Deputy Minister for the Labour Market Development Division, Ministry of Advanced Education and Labour Market Development, responsible for the province's workforce and immigration strategies and programs; and the Economic Competitiveness Division, Ministry of Technology, Trade and Economic Development, responsible for enhancing economic growth and business competitiveness throughout the Province of British Columbia.

Examples of key strategic government initiatives led by Shannon include the Asia Pacific Initiative, the WorkBC Initiative, the BC Ports Strategy (which received the Gold Medal of Merit by Association of Canadian Port Authorities in 2005), the amendment to the Agreement on Internal Trade enabling full labour mobility for over 270 occupations across Canada, and the Skills for Growth Initiative – BC's labour market strategy to 2020.

Shannon holds a Masters in Public Administration, a Masters Certificate in Project Management, and Executive Program Certificate from Queens University. Raised in rural Manitoba, Alberta and British Columbia, Shannon currently lives in Victoria with her husband and two children.



Appendix C

Jobs, Tourism and Skills Training and Minister Responsible for Labour

Core Business Profiles

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Executive and Support Services Profile (includes Tourism Policy)	6



LABOUR MARKET AND IMMIGRATION DIVISION

ADM Responsible:

Shannon Baskerville

Description:

The Labour Market and Immigration division works to ensure that B.C. has enough skilled workers to meet the needs of our growing economy. By 2020, B.C. is projected to have approximately 1 million job openings, 78 per cent of which will require some post-secondary education. British Columbia's population will only provide workers for two-thirds of those jobs. In addition, only 68 per cent of B.C.'s workforce currently possess the level of education these jobs require.

The division guides government investments in skills training and works with the Industry Training Authority (a Crown corporation affiliated with the Ministry) to develop and implement trades and technical training and credential recognition programs. The division is currently focused on implementing the Skills and Training Plan, which guides significant strategic investments in skills training programs and infrastructure throughout B.C.

The division also leads efforts to attract and retain new workers to the province by establishing B.C. as a destination of choice to live, study and work for people from across Canada and around the world. To do this, the division delivers WelcomeBC programs that support immigrant settlement and labour market integration, and the Provincial Nominee Program that attracts foreign entrepreneurs, workers and international students.

Budget:

Core Business Area	2012/13 Restated Estimates	2013/14 Estimates	2014/15 Plan	2015/16 Plan
Labour Market and Immigration Initiatives	\$17,446,000	\$17,248,000	\$17,248,000	\$17,248,000

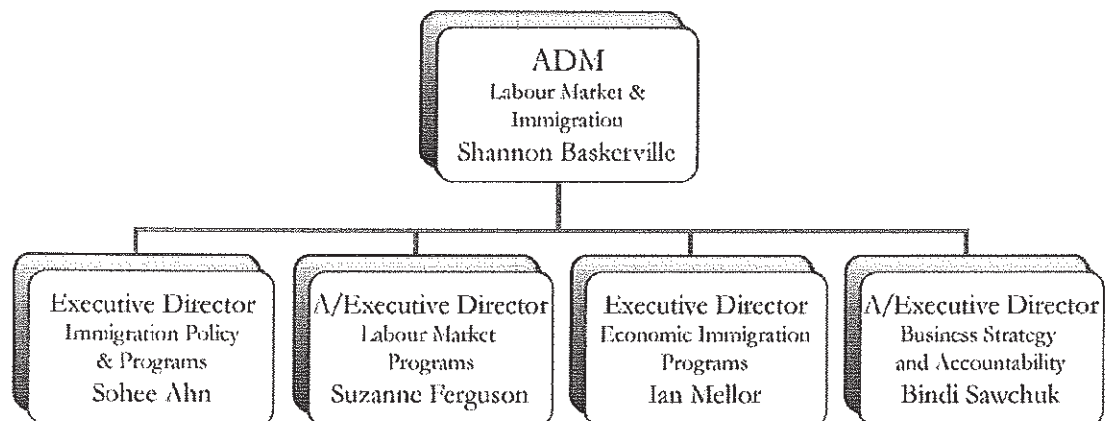


Appendix C

Related Legislation:

- Industry Training Authority Act
- Labour Mobility Act

Organizational Chart:





MAJOR INVESTMENTS OFFICE

A/DM Responsible:

Tim McEwan, Associate Deputy Minister, Major Investments Office

Description:

The Major Investments Office (MIO) works directly with investors who are proposing significant projects that have the potential to create jobs and economic growth in British Columbia. These projects often face unique challenges and opportunities that are broad in scope, and therefore do not fall under the mandate of a single lead ministry. As such, the MIO plays a critical role in coordinating cross-government efforts and facilitating solutions that support major project delivery. MIO's 12 priority projects represent approximately 21,000 jobs and over \$32 billion in prospective investment.

In addition to its project management work, the MIO also addresses broader economic development challenges and opportunities facing British Columbia. Examples include:

- Leads government's efforts to develop and leverage the emerging value-added natural gas sector which has the potential to create thousands of high-paying B.C. jobs and generate hundreds of millions of dollars in provincial tax revenue.
- Engages with other ministries on strategic land use and infrastructure planning in Kitimat, Prince Rupert and Terrace, which are undergoing tremendous growth and are subject of intense investor interest.
- Leads cross government efforts to identify and coordinate promising investment leads through the Ministry "investment pipeline" process.

Staff at the MIO are constantly looking for ways to further strengthen the services they provide to investors and government colleagues. A client satisfaction survey was completed in March 2013 which showed that 100 per cent of MIO clients are either "satisfied" or "very satisfied" with the services they receive from the office. Staff are also exploring how lessons learned from the successful Major Projects Management Office in Ottawa can be applied by the MIO.

The **Hosting Program**, resident within the MIO, is the government's lead for designing and facilitating personalized hosting services for significant foreign and domestic investors. Hosting services may include expedited airport arrival, on-the-ground support (e.g., transportation, interpreters, itineraries), and individual programs – all aimed to ensure that high-potential investors have a positive experience when they visit British Columbia.



Appendix C

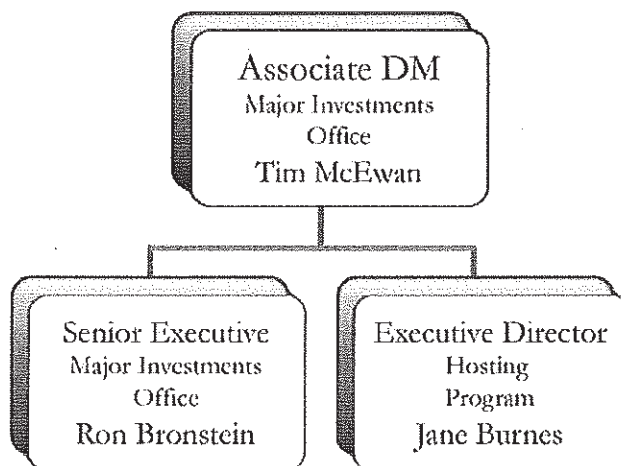
Budget:

Core Business Area	2012/13 Restated Estimates	2013/14 Estimates	2014/15 Plan	2015/16 Plan
Major Investments Office	\$2,667,000	\$2,571,000	\$2,571,000	\$2,571,000

Note: Contingency approval received for 2012/13, 2013/14 and 2014/15 (\$1M for each year).

s13, s17

Organizational Chart:





ECONOMIC DEVELOPMENT DIVISION

ADM Responsible:

Shanna Mason

Description:

The Economic Development division is responsible for working with communities, First Nations, industry representatives, economic development agencies, and other ministries and governments to:

- Facilitate regional economic collaboration and investment readiness.
- Share best practices in economic development.
- Connect communities, industries, associations and government on issues critical to provincial economic development.
- Provide communities, industries and associations with information on government programs and initiatives supporting economic development.
- Help communities recover from unplanned and unforeseen events that have significant negative impacts on their local economies.
- Advocate for greater share of federal procurement to B.C. suppliers and contractors.

The division develops partnerships that aim to facilitate the creation of an enabling environment, where small and large businesses can thrive and create permanent, sustainable employment. The division's key partners include the Aboriginal Business Investment Council and the BC Jobs and Investment Board, with the division providing support to both these organizations. The Ministry also works with regional economic development trusts — including the Columbia Basin Trust, the Nechako-Kitimaat Development Fund Society, the Northern Development Initiative Trust, the Island Coastal Economic Trust, the Southern Interior Development Initiative Trust, the Omineca Beetle Action Coalition, the Cariboo Chilcotin Beetle Action Coalition and the Southern Interior Beetle Action Coalition — to align on-the-ground efforts in a manner that results in the best regional economic outcomes.



Appendix C

Budget:

Core Business Area	2012/13 Restated Estimates	2013/14 Estimates	2014/15 Plan	2015/16 Plan
Economic Development	\$6,996,000	\$6,800,000	\$6,800,000	\$6,800,000

Note: Notional contingency access for 2013/14 (\$10.5M) for the Resort Municipality Initiative.

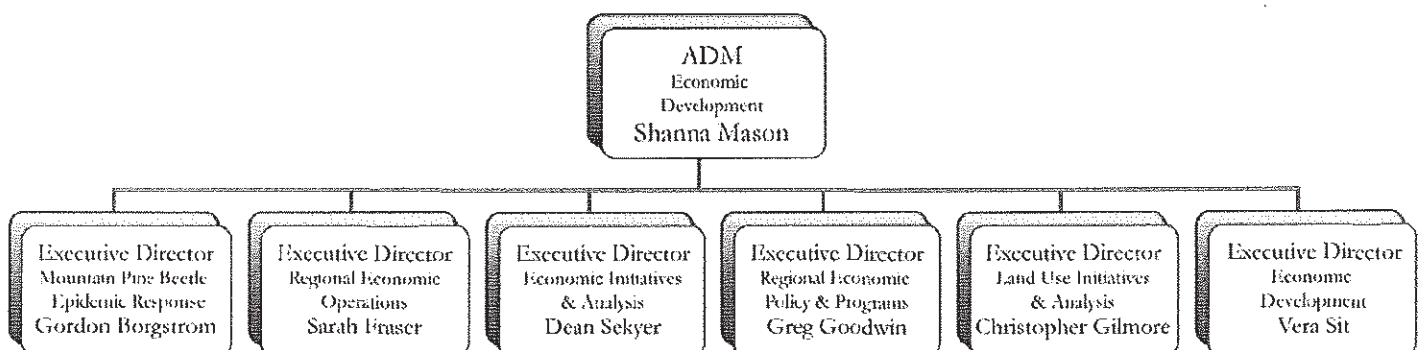
s13, s17

Related Legislation:

- BC-Alcan Northern Development Fund Act
- Columbia Basin Trust Act
- Industrial Development Act
- North Island-Coast Development Initiative Trust Act
- Northern Development Initiative Trust Act
- Southern Interior Development Initiative Trust Act
- Miscellaneous Statutes Amendment Act (No. 3), 2010*

* Note: due to repeal of Forest Renewal Act

Organizational Chart:





TOURISM AND SMALL BUSINESS DIVISION

A/ADM Responsible:

Kaaren Lewis

Description:

The Competitiveness and Small Business division helps improve the competitiveness of small businesses by providing them with access to venture capital, tools and resources and by streamlining regulatory requirements.

The division engages the small business community and other key stakeholders in an ongoing dialogue to identify key issues and opportunities to support the growth and success of small business and to foster a culture of entrepreneurship in the province.

The division also supports the modernization of B.C.'s regulatory environment by cutting red tape and working with government to ensure a net zero increase in the regulatory count through 2015. As part of its mandate, the Regulatory Reform Office is establishing outcome-based performance measures and regular reviews of statutes and regulations.

Tourism Strategy and Policy Branch: The Tourism Strategy and Policy Branch reports to the ADM of Management Services.¹ The Branch has a lead role in tourism policy, including responsibility for developing and coordinating the implementation of the Provincial tourism agenda. This includes working collaboratively across and between all levels of government to ensure that the tourism sector is recognised as a key driver of growth in B.C.'s economy. Key partners working with the Ministry are the Minister's Council on Tourism and Destination BC.

Budget:

Core Business Area	2012/13 Restated Estimates	2013/14 Estimates	2014/15 Plan	2015/16 Plan
Tourism and Small Business	\$5,665,000	\$5,501,000	\$5,501,000	\$5,501,000
Tourism Strategy and Policy Branch	\$925,000	\$925,000	\$925,000	\$925,000

** Note: budget changes to be determined **

¹ On April 1, 2013, Destination BC commenced operations and staff from the Tourism Division (with the exception of the Tourism Strategy and Policy Branch) transitioned to the crown corporation.



s13, s17

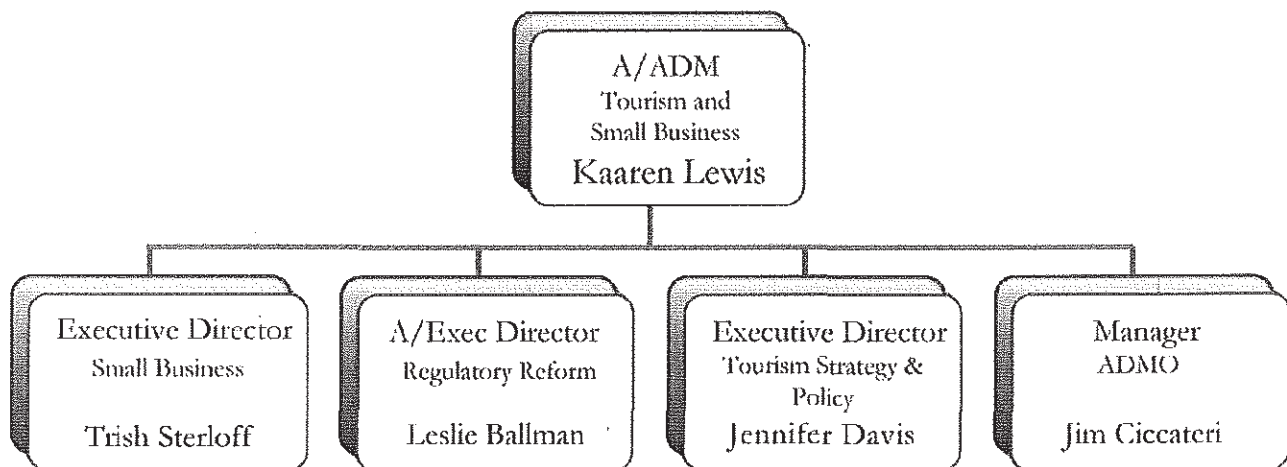
Related Legislation:

- Regulatory Reporting Act
- Destination BC Corp. Act
- Hotel Guest Registration Act
- Hotel Keepers Act
- Tourism Accommodation Assessment Relief Act
- Tourism Act
- Vancouver Tourism Levy Enabling Act



Appendix C

Organizational Chart:





LABOUR

(Labour Programs Division, Labour Policy and Legislation Division, and Industrial Relations Division)

ADM Responsible:

Trevor Hughes, Assistant Deputy Minister, Industrial Relations and Labour Programs
John Blakely, Executive Director, Labour Policy and Legislation Division

Description:

Labour works to create safe, healthy and fair workplaces for B.C. workers and employers and to promote labour stability. To do this, it promotes awareness of B.C.'s labour laws among employers, workers and unions, establishes processes to administer and enforce their application, and ensures that labour laws reflect the changing nature of work.

The Labour Programs Division manages the strategic design and service delivery of Labour's operational branches (Employment Standards Branch, the Workers' Advisers Office, the Employers' Advisers Office, and the Labour executive office). All but six positions in the division have a direct role in providing front-line services to workers and employers in B.C. Key strategic functions include administering the *Employment Standards Act*, responsibility for the *Workers Compensation Act*, providing assistance to workers and employers involved in the workers' compensation system, correspondence, internal communications, performance management, strategic business planning, implementing corporate initiatives/direction, and stakeholder engagement.

- **The Employment Standards Branch (ESB)** ensures that non-unionized employees in B.C. covered by the *Employment Standards Act* (the Act) receive the basic standards of compensation and conditions of employment as set out in the Act. ESB also provides fair and efficient procedures for resolving workplace disputes and ensures employers and employees understand their rights and responsibilities under the Act.

Regional offices: Dawson Creek, Langley, Kelowna, Nanaimo, Nelson, Prince George, Richmond, Terrace, and Victoria.

- **The Workers' Advisers Office (WAO)**, established under the *Workers Compensation Act*, provides advice, assistance, representation and education to injured workers and their dependents on complex appeals, claims, and discriminatory action and occupational health and safety issues at WorkSafeBC and the Workers' Compensation Appeal Tribunal (WCAT).



Appendix C

Regional offices: Richmond, Campbell River, Kamloops, Kelowna, Nanaimo, Nelson, Prince George and Victoria.

- **The Employers' Advisers Office (EAO)**, established under the *Workers Compensation Act*, provides employers with advice, assistance, representation and training regarding the interpretation and administration of the Act or any regulation or decision made under it.

Regional offices: Richmond, Abbotsford, Kamloops, Kelowna, Nanaimo, Trail, Prince George and Victoria.

The Industrial Relations Division works on behalf of government to promote stable labour relations in key sectors by monitoring all collective bargaining disputes in both the public and private sectors. The division also provides formal and informal assistance to parties in collective bargaining disputes. Further, the division maintains communication and positive relationships with stakeholders in the labour relations community and provides expert advice and assistance to the ministry and Minister in relation to collective bargaining relationships that impact the public interest.

The division is also responsible for the *Labour Relations Code*, the *Fire and Police Services Collective Bargaining Act*, and the B.C. Labour Relations Board.

The Labour Policy and Legislation Division provides labour and employment related information, research, analysis and expertise to the Minister, ministry, executive, senior officials and associated boards, committees and commissions. It does this by developing legislation, legislative amendments and regulatory changes as well as monitoring labour-related data and authoring reports. The division also provides a range of corporate support services, including representing the ministry at major events such as Canadian Association of Administrators of Labour Legislation meetings, assisting with international labour law and policy consultations, participating on cross-government initiatives such as deregulation and federal/provincial consultations and monitoring relevant trends and legal developments.

Budget:

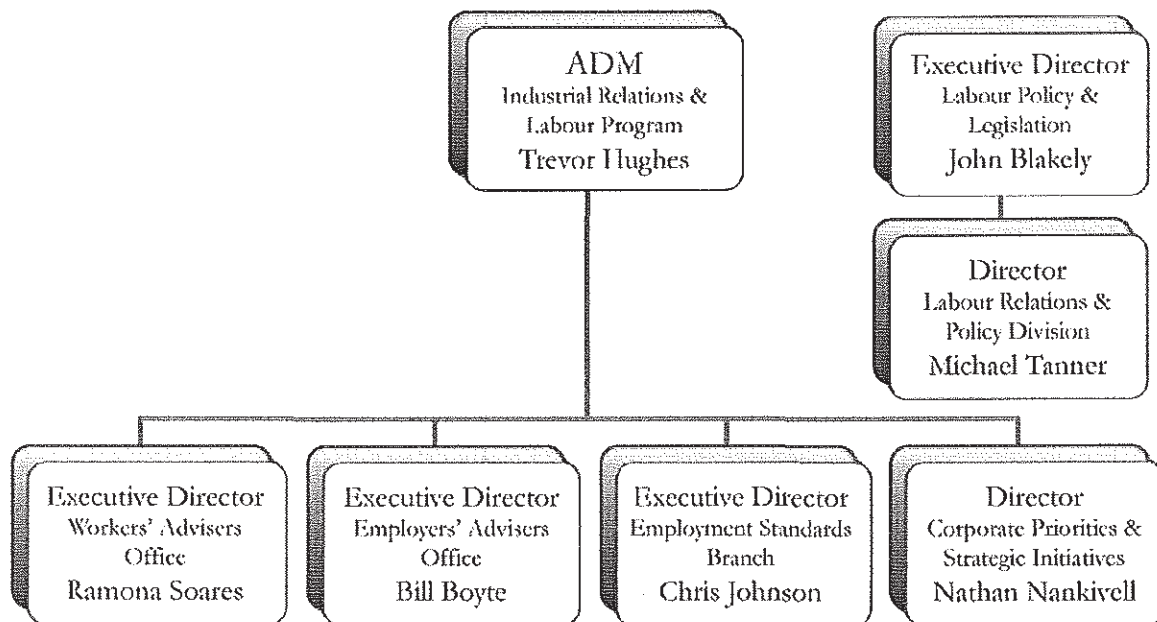
Core Business Area	2012/13 Restated Estimates	2013/14 Estimates	2014/15 Plan	2015/16 Plan
Labour	\$15,713,000	\$15,310,000	\$15,310,000	\$15,310,000

s13, s17

Related Legislation:

- Employment Standards Act
- Labour Relations Code
- Workers Compensation Act
- Community Services Labour Relations Act
- Emergency Intervention Disclosure Act
- Fire and Police Services Collective Bargaining Act
- Fire Department Act
- Fishing Collective Bargaining Act
- Ministry of Labour Act

Organizational Chart:





EXECUTIVE AND SUPPORT SERVICES

ADM Responsible:

George Farkas, Management Services Division

Description:

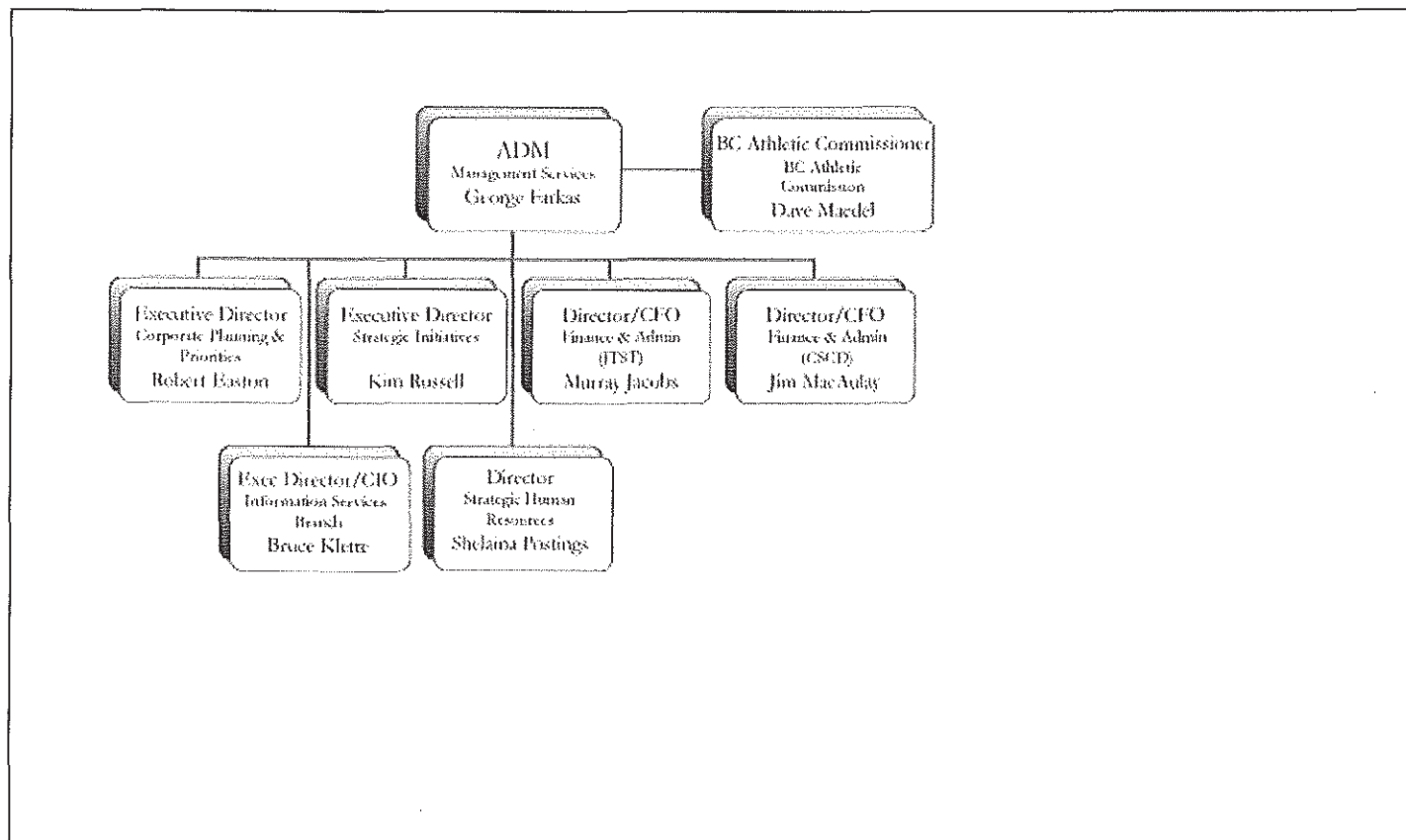
Executive and Support Services consists of the Minister's Office, Deputy Minister's Office and Management Services Division. The primary function of Management Services is to develop infrastructure and internal systems within the Ministry that support programs and contribute to improving our service delivery capabilities. This includes a sound set of procedures and guidelines, strong financial and reporting systems, engaging internal communications, effective use of technology, and most importantly a workforce – which is innovative, flexible, proactive, and takes pride in their work.

Budget: TBD

Core Business Area	2012/13 Restated Estimates	2013/14 Estimates	2014/15 Plan	2015/16 Plan
Executive and Support Services	\$5,648,000	\$4,508,000	\$4,508,000	\$4,508,000
Tourism Strategy and Policy Branch	\$925,000	\$925,000	\$925,000	\$925,000

s13, s17

Organizational Chart:





Appendix D

Jobs, Tourism and Skills Training and Minister Responsible for Labour

Major Issues

TITLE	DIVISION	TAB
30 Day Issue Notes		
Canada – BC Labour Market Agreement Renewal and Canada Job Grant	LMI	1
s13	LMI	2
Kitimat Clean Refinery Concept	MIO	3
Major Investment Office Projects	MIO	4
Protection of Farm Workers	Labour	5
Protection of Temporary Foreign Workers	Labour	6
Protection of Young Workers	Labour	7
Red Tape Reduction Project	CSB	8
Regulatory Reform Annual Report Release	CSB	9
Rural BC Project – Government Response	ED	10
Small Business Action Plan – Outcomes Report	CSB	11
Termination of Canada – BC Settlement Agreement	LMI	12
Tourism Industry Contribution Agreement	ESS	13
s13, s17	ED	14
WorkSafeBC Review of Mill Explosions	Labour	15
Wood Innovation Design Centre	CSB	16



Appendix D

60 Day Issue Notes		
Employment Standards Reform	Labour	17
s13	LMI	18
Labour Laws and Policy Delivery	Labour	19
s13, s17	Labour	20
Provincial Nominee Program –2013/2014 Priorities	LMI	21
90 Day Issue Notes		
Collective Bargaining Update	Labour	22
Construction Sector Labour Relations	Labour	23
Federal-Provincial-Territorial Meeting of Ministers Responsible for Labour	Labour	24
Hotel Room Tax – Accountability Framework	ESS	25
International Labour Issues	Labour	26
Regulatory Processes – Outcome Based Performance Measures	CSB	27
Worker Safety - Regulating on Resource Roads	Labour	28
Workplace Health and Safety laws- Deterring Serious Violations	Labour	29
Workplace Mental Health	Labour	30

CSB: Competitiveness and Small Business Division

ED: Economic Development Division

ESS: Executive and Support Services (includes Tourism Policy)

LMI: Labour Market and Immigration Division

Labour: Labour Programs, Labour Policy and Legislation and Industrial Relations

MIO: Major Investment Office



ISSUE NOTE

Issue:

- The Canada-BC Labour Market Agreement (LMA) expires March 31, 2014.

Background:

- The LMA provides BC with \$394M over six years (approximately \$66M annually) from 2008 to 2014 to fund skills training and employment programs and services for non-Employment Insurance (EI) eligible unemployed individuals and low-skilled employed individuals. The LMA is one of the key funding mechanisms to support BC's labour and skill shortages.

s13, s17

- In its 2013 Budget, the Federal Government announced its intention to renew the LMA with new restrictions and conditions, including a requirement that provinces deliver the *Canada Job Grant* (CJG), a new program intended to directly connect skills training with employers and jobs that will account for 60% of LMA funding allocation upon full implementation in 2017/18. The remaining 40% will support program administration and other provincial priorities.
- Conditions to access CJG funding include one-third matching contributions from the provinces and employers, with a maximum \$5,000 federal contribution per person, and up to \$15,000 per person with provincial and employer contributions of \$5,000 each, respectively.

s13, s16, s17

- Provincial/Territorial (PT) concerns are mostly focused on ensuring flexibility under the CJG program, and that the program is designed to meet the needs of small and medium sized employers as well as the needs of low-skilled, unemployed and underrepresented sectors of the population with low labour market attachment.

s13, s16



s13, s16

- The Prime Minister launched CJG consultations with employers and employer groups on April 19, and is planning to complete consultations in May to gather key input to help shape the CJG and its LMA negotiation position with PTs. Consultations will focus on the cost matching component and eligibility criteria associated with training costs.

s13, s16

Decision Required:

- 30 day issue.

s13, s16



s17



s12, s13, s16



ISSUE NOTE

Appendix D

s13

Decision required:

- 30 day issue.

s13



ISSUE NOTE

Issue:

- Kitimat Clean Refinery Concept.

Background:

- Kitimat Clean, a Victoria-based company led by David Black, is proposing to construct a \$16 billion oil refinery near Kitimat, British Columbia. The refinery would process diluted bitumen from the oilsands region in Alberta, creating “value added” fuel products such as gasoline, jet fuel and diesel fuel. The refined products would be shipped to market in Asia via tanker vessels. The proponent estimates the project would create approximately 6,000 construction jobs and 3,000 operational jobs.

s13, s16, s17

Decision required:

- 30 day issue.

s13, s16, s17

ISSUE NOTE

Issue:

- Major Investments Office projects and key associated issues.

Background:

- The Major Investments Office (MIO) works with companies globally to attract and secure investment to British Columbia to create jobs for today and for future generations. s13, s17

s13, s17

s13, s17

The MIO's main list of projects

represents approximately 21,000 jobs and \$32.5 billion in potential investment. s13, s17

s13, s17

Decision required:

- 30 – 90 day issues for information.

s13, s17

Pages 36 through 45 redacted for the following reasons:

s13, s17

ISSUE NOTE

Issue:

- Ensuring the protection of farm workers in B.C.

Background:

- Advocates for farm workers often raise concerns about the level of protection provided to farm workers in the areas of employment standards and worker safety.
- There have been historic issues of non-compliance with the *Employment Standards Act* (the Act) in the agriculture sector. The B.C. Federation of Labour (BCFed) and others allege farm workers are vulnerable to exploitation by unscrupulous employers and farm labour contractors and that there is insufficient enforcement of employment standards in the sector.
- In 2003, legislative changes were made to exclude farm workers from overtime and statutory holiday pay. All other provisions of the Act apply, including job-protected leave, vacation pay, termination pay, and minimum wage. The BCFed and other advocates have been critical of the 2003 legislative changes, which they see as lowering employment standards for farm workers.
- In March 2007, 3 farm workers were killed in a fatal motor vehicle accident. The workers were being transported in a passenger van under the operation of a farm labour contractor. The accident received considerable media coverage and prompted a public debate about the adequacy of transportation safety rules to protect farm workers. In March 2013, the province contributed \$80,000 to the development of a monument to honour the workers.
- Government has legislation in place, along with initiatives through the Employment Standards Branch and WorkSafeBC, to provide protections for vulnerable farm workers.

Existing legislative provisions for farm worker protection:

- Farm workers in B.C. are entitled to minimum employment standards that generally meet or exceed those in other provinces. Most employment standards in B.C. apply to farm workers, other than overtime and statutory holiday pay. Other provinces exclude at least some farm workers from significant provisions of their employment standards.
- Farm labour contractors must be licensed by the Director of Employment Standards. Applicants must pass a written test on the Act and Regulation, and post security for wages in the form of a bond. Farm labour contractors must also provide a Clearance Letter showing

they are registered and in good standing with WorkSafeBC. The Director may cancel or suspend the licence if the contractor is in contravention of the Act or Regulation, or certain provisions of the *Occupational Health and Safety Regulation*, the *Workers Compensation Act* or the *Motor Vehicle Act Regulations*.

- Government amended the Act following the 2007 accident to require that a Vehicle Safety Notice, translated into appropriate languages, be posted in all farm labour contractor vehicles and to charge farm labour contractors the costs paid by government to provide safe alternative transportation for stranded workers when an unsafe vehicle is taken out of service during roadside inspections. The law was also changed to require a seatbelt for every passenger transported in a van or other passenger vehicle.
- Specific occupational health and safety regulations are dedicated to farm worker safety.

Employment Standards Branch Activity:

- The Employment Standards Branch (ESB) maintains a dedicated farm compliance team that conducts random site visits, proactive payroll audits and education sessions with employers and employees. All team members speak Punjabi, and information on employment standards (including written materials and videos) is available in a variety of languages. Farm workers are exempt from the self-help kit.
- The ESB is part of an interagency committee established following the 2007 van accident. The committee undertakes random roadside vehicle inspections, voluntary vehicle inspections, education sessions, farm inspections, worker interviews and information sharing, which has resulted in a significant reduction in the number of vehicles failing inspection and WorkSafeBC compliance orders issued. The committee's activities are reported on the website www.gov.bc.ca/farmworkers.

WorkSafeBC Activity:

- WorkSafeBC has created commercials for English and multi-cultural television and radio stations on the rights and responsibilities of farm workers, and has a webpage dedicated to agriculture issues, including the relevant safety regulations and guidelines
- WorkSafeBC funds the Farm and Ranch Safety and Health Association, which provides safety services and training to agricultural employers, and outreach activities to promote health and safety in the industry.



Appendix D

- WorkSafeBC currently has 11 officers and one senior officer, for a total of 12 officers, dedicated to agricultural safety. This was increased in 2012 from a budget of 6 officers.
- WorkSafeBC has a Punjabi language web portal, and its Prevention Information Line and Teleclaim have the capability to deal with customers in approximately 170 languages.

Decision required:

- **30 day issue for information.**
- Labour and worker advocates often raise farm worker protection issues with the Minister and may request government to consider additional standards and protection measures.



ISSUE NOTE

Issue:

- The protection of temporary foreign workers in British Columbia.

Background:

- Employers are increasingly relying on temporary foreign workers in British Columbia, with substantial increases expected over the next several years. As of December 1, 2012, B.C. had over 74,000 temporary foreign workers working in the province, more than any other Canadian jurisdiction except Ontario.
- Recently there have been a number of controversies about temporary foreign workers in the media, including allegations that some workers are being charged fees to secure employment, contrary to the *Employment Standards Act*, as well as allegations that local workers are being overlooked in favour of temporary foreign workers.

The Temporary Foreign Worker Program:

- The Temporary Foreign Worker Program is administered by the federal government. In order for temporary foreign workers to acquire a visa and work permit in Canada, the prospective employer must apply for a Labour Market Opinion (LMO) from the federal government. If an LMO is granted, the wage rate that the employer must pay is stipulated, as well as the agreement to pay transportation costs for certain categories of employees.

Existing legislative provisions for temporary foreign worker protection:

- B.C.'s labour laws and workplace safety standards apply to all workers regardless of their nationality or immigration status.
- Section 10 of the *Employment Standards Act* specifically prohibits charging fees in exchange for employment in B.C. As such, a foreign worker cannot be required to:
 - pay for immigration assistance as a condition of being placed in a job;
 - post a bond or pay a deposit to ensure they will finish a work term or employment contract, or to pay a penalty if they do not; or
 - pay back any costs the employer paid to an employment agency or anyone else to recruit the worker.



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- Employment agencies operating within B.C. must be licensed by the Director of Employment Standards. An agency charging fees to workers or prospective workers violates the Act and can have their license suspended or cancelled.

Employment Standards Branch Activity:

- The Employment Standards Branch (ESB) works to ensure that all workers receive the basic standards of compensation and conditions of employment provided for in the *Employment Standards Act* (the Act).
- Information about employee rights is available in English, French, Chinese (simplified and traditional), Punjabi, Hindi, Filipino, Korean, Japanese, Vietnamese and Spanish. Those with language barriers are not required to use the self-help kit before filing a complaint.
- ESB staff conduct education and outreach programs to inform workers and employers about employment standards. This includes education seminars, presentations in schools, presentations to groups of workers and employer associations, networking through community groups and appearances on ethnic media radio and television programs.
- For the most recent calendar year (2012), ESB received 56 complaint assignments in respect of temporary foreign workers (includes individual complaints, business closures and audits).
- ESB is unable to deal with recruiting agencies in other countries that are charging workers or potential workers a fee for securing employment. The current law is enforceable only where employees are charged fees in B.C. or by B.C.-based recruiters. Other jurisdictions, however, have implemented registration systems for all recruiters of foreign workers.
- The enforcement system for employment standards in B.C. is primarily complaints-based. Given the current resourcing levels and volume of complaints received by the ESB (6,000 – 7,000 per year), ESB's proactive work is restricted primarily to education activities (as opposed to proactive investigations, spot-checks and/or site visits), except in the agricultural sector.

Other jurisdictions:

- Alberta implemented two temporary foreign worker advisory offices to provide one-stop access to information and services for temporary foreign workers, including help resolving employment standards or occupational health and safety issues, and other support.
- Manitoba legislation requires recruiters of foreign workers to register with the Province.



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- Saskatchewan has recently introduced legislation that would also require recruiters of foreign workers to register with the Province.

s13

Decision required:

- 30 day issue.

s13

- Labour and worker advocates often raise temporary foreign worker protection issues with the Minister and may request government to consider additional standards and protection measures.

ISSUE NOTE

Issue:

- Ensuring the protection of young workers in B.C.

Background:

- Labour and child advocates have ongoing concerns about ensuring the protection of young workers in the workplace.
- Labour and child advocates are critical of changes made in 2003 to the *Employment Standards Act*, which they see as lowering protections for young workers. Prior to 2003, children under age 15 needed a permit from the Director of Employment Standards in order to work. The 2003 change permitted children aged 12 to 14 to work if they had their parent's written permission rather than the Director's permit. The intent was to put the onus on parents to be responsible for decisions about children aged 12 and older working. By requiring a parent's written permission, the Employment Standards Branch knows the parent approves of the location of work, the hours of work and the type of work to be performed by their 12 to 14 year-old child. There was no change to the age a young person can start work.
- In May 2013, First Call: BC Child and Youth Advocacy Coalition published "Child Labour is No Accident: The Experience of BC's Working Children". The report suggests that the 2003 changes to the *Employment Standards Act* have put children at greater risk of injury and exploitation and has shifted the responsibility of determining worksite safety from government to parents. The report makes a number of recommendations including that the minimum age for work be 15 and also recommends imposing restrictions on the occupations, tasks and times of day that children can work.
- Government has legislation in place, along with initiatives through the Employment Standards Branch and WorkSafeBC, to provide protections for young workers.

Employment Standards Branch Activity:

- The Employment Standards Branch (ESB) continues to monitor child employment. The following statistics provide an overview:

- Minors under 19 years of age are exempt from using the ESB Self-Help Kit and instead may file a complaint directly with ESB. In 2012, 188 minors filed a complaint using this exception.
- In 2012, ESB found three contraventions of Section 9 of the Act (provisions in respect of hiring children).
- In 2012, there was one contravention of Section 45 of the Employment Standards Regulation (provisions relating to children in the entertainment industry).

WorkSafeBC Activity:

- WorkSafeBC has advised that since 1999, the young worker injury rate has decreased by 50 percent, falling to 2.2 (per 100 workers) in 2011 from 4.4 in 1999. Over the past five years, sectors with the highest risk for serious injuries were: service sector (33%), construction (21%), retail (21%), and manufacturing (14%).
- WorkSafeBC has considerable resource material on its website to educate young workers, employers, unions, teachers, parents and community groups about the rights and responsibilities of all parties to ensure the safety of young workers in B.C.
- WorkSafeBC has enacted provisions under the *Occupational Health and Safety Regulation* that set out orientation and training requirements for young and new workers.
- WorkSafeBC also organizes and promotes its Speakers Network, Student Safety Video Contest, Young Worker Exposure Prevention Strategy, B.C. Youth Week, Apprenticeship Portal, workshops/conferences and Aboriginal outreach.
- WorkSafeBC's Raise Your Hand campaign includes a website, live events, and social media components. The goal is to encourage young workers to be proactive about their own workplace safety by educating them about their basic rights.



Appendix D

Decision required:

- 30 day issue for information.

s13

- Labour and child advocates often raise concerns about young worker protection with the Minister and may request government to consider additional standards and measures.



ISSUE NOTE

Issue:

- Collaboration with Canadian Federation of Independent Business (CFIB) - Five Things Government Can Do To Reduce Red Tape.

Background:

- On January 22, 2013, as part of the Red Tape Awareness Week announcements, Minister Naomi Yamamoto and Laura Jones of the CFIB made a joint commitment to work together to identify and address five non-legislative priorities to reduce red tape for small business in B.C.
- The intent of this project is to highlight that red tape is not necessarily the result of statutory or related regulatory requirements. It can also result from onerous forms, complex processes, and lack of clear information. Through consultations between small business owners and government staff, such irritants can frequently be addressed quickly with minor adjustments to government information materials or processes.
- It was agreed that this project be identified as a 2013/14 commitment in the 2013 Regulatory Reform Annual Report, which must be released by June 30th.
- The project could be kicked off with a public announcement during an event at a small business location, at which the Minister would be key speaker. CFIB would then begin to canvass the small business community for issues to address. Regulatory Reform staff would work with CFIB to select five non-legislative issues that can be easily and quickly addressed.
- Face to face meetings would then be held with small business owners and government staff responsible for the program areas identified, with the purpose of finding solutions. Progress on each issue would be documented on the Regulatory Reform Website.

s13

Decision required:

- **30 day issue.** Approval of project and timing of joint announcement.

ISSUE NOTE

Issue:

- The *Regulatory Reporting Act* requires government to publish an annual report on its progress with regulatory reform on or before June 30 each year.

Background:

- Under the *Regulatory Reporting Act*, the government is required to publish an annual report on its progress with regulatory reform by June 30^h each year.
- Under S1 (4) of the Act, if the minister determines that the report will not be published by June 30, on or before that date, the minister must make public a written statement giving the reasons for the non-compliance.
- The Act requires that the report include the following information:
 - the goals and objectives of government's regulatory reform initiatives;
 - the number of regulatory requirements (the count) as of March 31st;
 - an explanation of what is included in the regulatory count and the methodology used to determine the count;
 - a historical comparison of the number of regulatory requirements; and
 - an overview of government's regulatory reform initiatives undertaken during the fiscal year ending on March 31st.
- The 2012/13 Regulatory Reform Annual Report has been developed with input from all ministries and from Government Communications and Public Engagement staff. s13

s13

Decision required:

- **30 day issue.**
- If the report is not posted by June 30, 2013, the Minister must release a public statement giving the reason for the delay.

ISSUE NOTE

Issue:

- Rural BC Project – Government Response.

Background:

- The Rural BC Project is a joint initiative of the three regional Beetle Action Coalitions (BACs). The purpose of the Rural BC Project is to stimulate discussion and understanding of the challenges facing rural B.C. and the actions required to help rural B.C. communities succeed.
- The major recommendations of the Rural BC Project are to create:
 - a Rural B.C. Strategy;
 - new Rural and Regional Development Programming;
 - a “Rural Dividend”;
 - Rural Advocacy mechanisms and Rural Catalyst organizations for B.C.;
 - a B.C. equivalent to the highly successful U.S. Community Development Venture Capital Program.
- Representatives of the three BACs met on March 6th 2013 with Ministers Bell, Thompson, Bennett, Stillwell, and Parliamentary Secretaries Barnett and Rustad to present and discuss the findings of the Rural BC Project.
- There was a wide ranging discussion at the March 6th meeting with general agreement and support from the government members for most of the Rural BC Project recommendations.
- At the end of the March 6th meeting there was direction to the Ministry of Jobs, Tourism and Skills Training (JTST) staff to work with the BACs on key components of the Rural BC Project recommendations:
 - (i) to work with the BAC representatives to shift the focus from developing a rural strategy to a rural economic development “framework”;



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- (ii) to examine how existing economic development programming and funding could be better coordinated;
- (iii) to explore the link between the proposed “Prosperity Fund” and the rural dividend recommendation; and
- (iv) to further explore the rural venture capital fund concept in terms of existing funding and initiatives.

Decision required:

- 30 day issue.
- Renewed mandate to continue to work with the BACs on developing the rural economic development framework and related initiatives.



ISSUE NOTE

Issue:

- Release of Outcomes Report on 2010-13 Action Plan for Small Business.

Background:

- Government released its first Action Plan for Small Business (Action Plan) in October 2007, and its second Action Plan in October 2010. The Action Plans respond to recommendations from the Small Business Roundtable Board, and to issues and opportunities identified by small business owners during consultations held throughout the Province.
- The current Action Plan is a cross-ministry, high-level, public facing document that sets out government's strategy for supporting small business over the three year period from 2010 to 2013. It focuses on 6 key strategic areas:
 1. communicate with small business;
 2. human resources and succession planning;
 3. productivity and competitiveness;
 4. innovation and growth;
 5. simplify the regulatory environment; and
 6. foster an entrepreneurship culture in British Columbia.
- The Action Plan encompasses activities undertaken by a number of ministries, including the Ministry of Jobs, Tourism and Skills Training. The Small Business Branch was responsible for developing the plan, and retains responsibility for working with other ministries to manage and track government activities that support the Action Plan. The Action Plan is sufficiently flexible to accommodate new initiatives that align with the key strategic areas.
- The province may wish to formally report out on the Action Plan upon its completion in 2013. In the meantime, the Small Business Branch continues to track Action Plan components, monitoring the progress of various initiatives.



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Decision required:

- 90 day issue.
- Approve timing of announcement.
- Approval to release report.



ISSUE NOTE

Issue:

- Termination of the Canada-BC Immigration Agreement – Annex A (\$100+ million annual transfer).

Background:

- B.C. has delivered immigration and settlements services to immigrants and refugees, primarily through funding from Citizenship and Immigration Canada (CIC) under Annex A of the Canada-BC Immigration Agreement (Agreement) since 1998.
- The federal transfer currently funds over 90% of B.C. settlement and integration programming (\$110 million in 2012/13; \$102 million in 2013/14).
- As a result of a federal government decision in April 2012 to terminate Annex A of the Agreement, B.C. is engaged with CIC to transition federally funded settlement services for immigrants from the province to the federal government by April 1, 2014.

s12, s13, s17



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s12, s13, s17

Decision required:

- 30 day issue.

s13



ISSUE NOTE

Issue:

- Ongoing Tourism Industry Contribution Agreement (TICA) repayments by Tourism Vancouver (TVan) s21

s21



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s17, s21

s12

s12, s13, s17



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Decision required:

- 30 day issue.

s13



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ISSUE NOTE

s13, s14, s16, s17, s21



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s13, s14, s16, s17, s21

Decision required:

- 30 day issue.

s13, s17

ISSUE NOTE

Issue:

- Update on the explosions and fires at the Babine Forest Products mills at Burns Lake and the Lakeland Mills at Prince George.

Background:

- In November 2012, WorkSafeBC completed its investigations into the explosion on January 20, 2012 at the Babine Forest Products Company in Burns Lake and the explosion on April 23, 2012 at Lakeland Mills Ltd. in Prince George.
- Two workers were killed and 20 injured in the Babine mill explosion. Two workers were killed and 22 injured in the Lakeland mill explosion.
- WorkSafeBC mobilized a cross-program team of prevention, enforcement, investigations and claims staff. WorkSafeBC examined dust, workers' reports of gas, other sources of combustion and all other information.
- Following its November 2012 investigation reports (which were not made public), WorkSafeBC made the decision to refer both files to Crown Counsel for further consideration. Crown Counsel is responsible for determining whether or not to proceed with charges under the *Workers Compensation Act*.
- If the Crown does not proceed, WorkSafeBC pursues enforcement, which under the *Workers Compensation Act* includes the imposition of administrative penalties.
- To prevent further similar explosions, government and WorkSafeBC have taken a number of steps:
 - WorkSafeBC released Investigation Updates and Hazard Alerts to industry and the public between May 2 and October 30, 2012.
 - Industry employers have been ordered to undertake a comprehensive risk assessment at sawmills and any related facilities with respect to hazards created by combustible dusts and to develop and implement an effective combustible dust control program.

- In October 2012, the B.C. government announced the fire inspection and prevention initiative (FIPI). The initiative was formed in response to these explosions at B.C. sawmills, and will ask high-risk facility owners to provide documentation of fire safety compliance.
- The FIPI will address inspectional and jurisdictional gaps related to Fire Code compliance and fire inspections of commercial facilities, particularly high-risk complex industrial facilities with the potential for combustible dust accumulation. WorkSafeBC will invest \$1 million in funding over two years for FIPI.
- The FIPI Steering Committee is chaired by the Deputy BC Fire Commissioner and includes representatives from the B.C. Safety Authority, WorkSafeBC, and industry stakeholders.

Decision required:

- **30 day issue for information.**
- The issue will attract media and public attention when Crown Counsel issues its decision on whether to pursue charges in connection with the explosions. If Crown Counsel does not lay charges, WorkSafeBC may impose administrative penalties under the Act.



ISSUE NOTE

Issue:

- Wood Innovation and Design Centre project update

Background:

- The Wood Innovation and Design Centre will be a six-storey centre of excellence for wood innovation, design and product diversification – the tallest, contemporary wood building in North America.
- The Centre will host industry, government and academic tenants, to enhance collaboration and knowledge sharing.
- Creation of the Wood Innovation and Design Centre (WIDC) was recommended by the Working Roundtable on Forestry in 2008, and committed to in the 2009 and 2010 Speeches from the Throne.
- A Request for Proposals (RFP) was launched in September 2012, and the preferred proponent as Design-Builder was announced in March 2013.
 - PCL Westcoast Constructors Inc., with MGA (Michael Green Architects), is currently completing the building design and finishing all site preparation activities.
- Premier Clark further confirmed the need for the WIDC at the Council of Forest Industries' Annual General Meeting in September 2011.
- The Centre will:
 - Develop capacity for building large, non-residential and multi-use buildings utilizing wood and innovative wood products;
 - Bring together builders, architects, designers and engineers to advance the commercialization of innovative wood products, technologies and building processes;
 - Strengthen B.C.'s expertise and global reputation as leaders in wood-based construction and design and engineered wood products;
 - Contribute to the revitalization of downtown Prince George;



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- Build an iconic building, incorporating innovative wood products (e.g., cross-laminated timber (CLT) and design; and
 - Foster collaboration between post-secondary institutions, industry and governments.
- The Centre will be located at the site of the former Prince George Hotel (5th and George Street, in downtown Prince George).
 - Demolition of the hotel has already been completed
 - The city has agreed to provide the land in a contribution agreement with the Province that is still being finalised.
- The building will house academic and research programs focused on advancing B.C.'s expertise in wood-related products, and highlight new and innovative wood building products and techniques.
- Several forest sector organizations have indicated interest in tenancy in the Centre, and the building will host academic tenants through an engineering program.
- The province plans is investing \$25 million in this project.
- Construction will be complete for the Wood Innovation and Design Centre and will be ready for occupancy in Summer 2014.

Decision required:

- **30 day issue for information.**

ISSUE NOTE

Issue:

- Employment Standards Reform.

Background:

- Over the past several decades, British Columbia has seen significant economic and social changes affecting the world of work. These transformations have led to changing needs for employers and workers.
- In particular, employers are looking for flexibility in the workplace to meet their operational and business needs in a globalized economy. Workers are also seeking flexibility to balance work-life-family demands.
- At the same time, employers and workers generally agree that the overarching purpose of the *Employment Standards Act* is to set out the minimum standards that apply in workplaces, to ensure that appropriate protections are in place for vulnerable workers so that jobs in B.C. remain attractive to workers.
- In early 2011, on the direction of the Minister, the ministry discussed employment standards challenges and opportunities with a targeted group of key stakeholders.
- In broad terms, employers were supportive of the changes that were made to the Act in 2002 and suggested that any future changes should support that general direction.
- Workers groups on the other hand expressed the view that the 2002 and 2003 amendments to the Act went too far in removing protections for workers.
- The review provided a good discussion about what is working and what is not in terms of employment standards. However, the review was not intended to provide specific recommendations to government on legislative change but rather to conduct a stakeholder engagement process.



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- Ministry staff continue to explore options for how to further engage with employers, workers and citizens in a discussion on employment standards.
- The ministry's strategic priority is to ensure that the *Employment Standards Act* reflects the needs of employers and workers in twenty-first century workplaces while supporting the province's economy and ensuring that there are adequate protections for vulnerable workers.

s13



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Decision required:

- 60 day issue.

s13



ISSUE NOTE

Issue:

s21

s13, s17

s16, s21



s13, s17

ISSUE NOTE

Issue:

- Delivering innovative, responsive and balanced labour laws and policy.

Background:

- It is a strategic priority of the Labour ministry to have laws and policies that are responsive to, and supportive of, the direction set by government and the evolving world of work. This focus supports Labour's aim to promote labour stability and protect workers by balancing the interests of employers and workers.
- The world of work is constantly evolving. Labour routinely monitors these changes to deliver labour laws and policies that remain responsive to and appropriate for B.C.'s work environment. Some of the trends that we are currently watching include the following:
 - Changing make-up of the workforce, including an aging workforce and more foreign-born workers;
 - Changes in workplace expectations, including work-life balance demands;
 - A shifting economy from resource to service and information sectors;
 - Changes in work relationships; and
 - Globalization and internationalization.
- Since 2001, some of the key labour legislation changes include the following initiatives:

Workers' compensation system:

- A new governance structure mandated to act in the best interests of the system;
- Changes to compensation to bring B.C. in line with other provinces, but still have among the highest level of benefits, including replacing a lifetime monthly pension for permanently disabled workers with a lump-sum annuity at age 65;
- Clarifying when compensation would be paid for work-related mental disorders;
- Recognition of occupational cancers for firefighters; and
- A new appeal system consisting of WorkSafeBC's Review Division and the Workers' Compensation Appeal Tribunal.

Employment standards system:

- Changes to the rules for minimum daily call-in pay, hiring of workers aged 15 and under, calculating overtime and statutory holiday pay, and record keeping;
- Introducing averaging agreements for the work hours standards (overtime) to allow workers and employers more flexibility in work scheduling;
- Allowing unions and employers to negotiate, in their collective agreements, alternate employment standards in certain areas;
- New mandatory penalties for employers who violate employment standards law;
- Additional protections for farm workers;
- Job-protected leave for military reservists;
- Recent increases to the minimum wage; and
- A new statutory holiday in February, Family Day.

Labour relations system:

- Established duty on the Labour Relations Board (LRB), arbitrators and others to exercise their powers in accordance with the stated purposes of the *Labour Relations Code*;
- Created new duties for the LRB and others to foster the employment of workers in economically viable businesses, and to recognize the rights of employees, trade unions and employees;
- Clarified the right of employers and unions to communicate with employees about unionization matters;
- Restored a mandatory secret ballot vote for union certification;
- Made education an essential service for kindergarten to grade 12;
- Repealed mandatory sectoral bargaining in the construction sector; and
- Established a 180-day time limit for the LRB to issue final decision on all cases.



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Decision Required:

- 60 day issue for information.

s13

Pages 80 through 81 redacted for the following reasons:

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ISSUE NOTE

Issue:

- B.C. Provincial Nominee Program (PNP) – Strategic Direction and 2013/14 Priorities

Background:

- The PNP is an immigration program operating under the 2010 Canada - BC Immigration Agreement that allows the Province to choose prospective economic immigrants based on B.C.'s economic needs, priorities and selection criteria, and is a key tool supporting the BC Jobs Plan.
- A 2013 platform commitment of the government is to “work with the federal government to expand the Provincial Nominee Program and encourage the world’s best and brightest technology minds to relocate to British Columbia”.
- The program is delivered on behalf of the province by the Economic Immigration Programs branch, s13, s17 a gross budget of \$5.8 million (over 60% cost-recovered from application fees) for 2013/14.
- Citizenship and Immigration Canada (CIC) makes the final selection decision and is solely responsible for issuing permanent resident visas to nominees and their eligible family members. CIC also sets the province’s annual allocation of nominations: this was capped at 3,500 annually for 2010 – 2012, and has been raised to 3,800 for 2013.
- In 2012, 5,930 B.C. nominees and their family members landed in the province as permanent residents, representing 27% of total economic immigrants to BC, up from 3,630 and 13% of total economic immigrants in 2008. In contrast, the number of economic immigrants arriving in B.C. through federal programs dropped by 36% from 25,090 to 16,195 between 2008 and 2012.
- These economic immigration levels are insufficient to help meet current and projected regional skills shortages.
- From 2008 to 2012 the Strategic Occupations (skills) stream of the PNP has enabled B.C. employers to attract and retain over 16,000 workers for hard-to-fill positions, and provided the only pathway to permanent residence for 2,785 lower-skilled workers.



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- Over this period the Business Immigration (entrepreneur) stream has attracted more than \$580 million of new business investment creating 1,068 new jobs, with 85% of investment and 57% of jobs going to regions outside of Metro Vancouver/Abbotsford.
- A 2011 independent evaluation of the PNP demonstrated that B.C. nominees had significantly better labour market outcomes and higher earnings than federally-selected skilled immigrants.
- The success of the PNP is attributable to its ability to respond quickly to changing needs and priorities, focus on client service, and strong relations with business and community stakeholders.

Discussion:

- Since 2009, CIC has sharply curtailed the growth of provincial nominee programs nationally and has indicated that any expansion over the next 3 to 5 years is unlikely. Also, changes to federal skilled immigration programs have increased overlap with PNP's.

s13, s17



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s13, s17

Decision required:

- 60 day issue.
- Approve strategic direction and implementation of 2013/14 priorities.



ISSUE NOTE

Issue:

- Collective bargaining update.

Background:

- As collective agreements expire, there is a risk of work stoppages (strikes or lockouts) that may require the involvement of the ministry. There may be pressure from the public, from the parties involved, from line ministries, or political pressure to intervene in a particular dispute. The issue for the ministry is identifying when and how to intervene, if at all.
- The ministry is neutral with respect to collective bargaining, taking no position in collective bargaining or in any dispute. The ministry is not involved in public sector bargaining or the establishment of the collective bargaining mandate. The ministry's role is to protect the public interest.
- The services of the Mediation Division of the B.C. Labour Relations Board may be needed to assist employers and unions resolve disputes during collective bargaining. Those disputes may include establishing the services and staffing needed to ensure the provision of essential services to protect the health, safety, or welfare of the residents of the province in the event of a strike or lockout.
- The Industrial Relations Division of the ministry monitors all disputes (public and private sector) that could have an impact on the public interest. The Division provides advice to the Minister about when and how government may need to intervene in a dispute to protect the public interest. The Division may get involved informally or formally to assist the parties to facilitate collective bargaining. Further, the *Labour Relations Code* provides formal mechanisms for the Minister to assist in disputes if requested by the parties or if the Minister determines it to be necessary and in the public interest, such as appointing a Special Mediator or an Industrial Inquiry Commission with specific terms of reference.
- At times there is public or media pressure for the Minister to direct parties in a collective bargaining dispute to binding arbitration to resolve the dispute. There is no mechanism for the Minister to do that (including under the *Labour Relations Code*), except in police and fire fighter collective bargaining due to the specific provisions of the *Fire and Police Services Collective Bargaining Act*.



Appendix D

- The Industrial Relations Division is in touch with the parties in disputes to offer assistance, where possible, and to be as informed as possible of developments. The ministry's objective is to try to assist parties achieve a voluntary end to their bargaining dispute while minimizing the negative impact of a work stoppage on the public interest.
- Generally, other jurisdictions in Canada have similar statutory mechanisms for intervention in collective bargaining disputes and for protecting the public interest.

Decision required:

- **90 day issue for information.**
- At the present time, there are no collective bargaining disputes that require the involvement of the Minister or the ministry. In the event that a particular dispute arises in the public or private sector, however, there are several options available to assist the parties and to ensure the protection of the public interest.



ISSUE NOTE

Issue:

- Structure of Construction Industry Labour Relations (Section 41 Review).

Background:

- In general, workers in the B.C. construction industry are organized in one of three ways:
 - Building trades unions (traditional building trades unions such as plumbers);
 - “Wall-to-wall” or all-employee unions which represent all of the workers employed by a particular construction employer regardless of their trade (where each union negotiates a separate collective agreement with each individual employer); and
 - Non-union.
- In the building trades sector, a province-wide master collective agreement is negotiated between the unions, represented by the Bargaining Council of B.C. Building Trades Unions (BCBCBTU) and the employers represented by the Construction Labour Relation Association (CLRA). Although there is a long history of the two sides reaching an agreement without strike or lockout (almost 25 years), collective bargaining in this sector is complex and challenging.
- Section 41 of the *Labour Relations Code* provides that the Minister may direct the B.C. Labour Relations Board (LRB) to consider whether a council of trade unions would be an appropriate bargaining agent for a group of employees. The purpose of Section 41 is to secure and maintain industrial peace and to promote conditions favourable to the settlement of collective bargaining disputes.
- The Section 41 process often involves the LRB working collaboratively with employers and unions to work through various issues related to the structure of their bargaining. For example, in February 2008, the Minister of Labour directed the LRB to engage in a Section 41 review process for the film industry. That process was concluded in March 2010 and the LRB continues to work with the parties on the development and implementation of the measures resulting from the review.



Appendix D

- In 2006, a Section 41 process was initiated in relation to the unionized building trades sector when the Minister of Labour directed the LRB to consider whether a revision should be made to the BCBCBTU constitution. Since that time, the LRB has made several rulings and recommendations which have assisted the parties in subsequent rounds of collective bargaining. Most recently, in December 2012, the LRB issued an interim report which outlined key recommendations for the currently ongoing collective agreement renewal negotiations.

s21

Decision required:

- **90 day issue for information.**
- The LRB continues to work with the unions and employers in the building trades sector of the construction industry to assist them to find a resolution to the issues that complicate the conclusion of renewal collective agreements. It is possible that after the election, one or more stakeholders in the sector will seek a meeting with the Minister to outline concerns with the collective bargaining process.



ISSUE NOTE

Issue:

- Federal-Provincial-Territorial Meeting of Ministers Responsible for Labour, September 2013

Background:

- Federal, Provincial and Territorial (FPT) Ministers with responsibilities for labour typically meet annually to discuss issues of common concern. These meetings are also used as an opportunity to develop strong and cooperative working relationships.
- The 2013 FPT meeting of Ministers responsible for labour is scheduled to be held in Saskatchewan on September 12th and 13th, 2013.
- Preparation, logistics and agenda-development for the 2013 meeting has been undertaken through the Canadian Association of Administrators of Labour Legislation (CAALL), which is a national committee that is comprised of Deputy Ministers of Labour from Canada's 14 FPT jurisdictions.
- CAALL is funded by a contribution from the federal government and by membership dues from each province and territory, and is supported by a small secretariat located in Ottawa/Gatineau. It provides an FPT forum for reviewing and exchanging information on labour, employment, and occupational health and safety issues of national or international significance. It also serves as the vehicle for the development of the agenda, background papers and logistics for FPT meetings of Ministers with responsibilities for labour, as well as on the follow-up required on issues as directed by Ministers.



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Decision required:

- 90 day issue for information.

s13



ISSUE NOTE

Issue:

- Hotel Room Tax Accountability Framework. Through the Municipal and Regional District Tax, MRDT (formerly called the Additional Hotel Room Tax, AHRT) an “up-to-two percent tax” can be placed on the purchase of accommodation.

Background:

- The up-to-two percent tax on the purchase of accommodation is imposed under the Hotel Room Tax Act at the request of municipalities, regional districts and prescribed eligible entities (communities) to raise revenues for local tourism marketing programs and projects. The tax is imposed in approximately 50 communities under 44 Hotel Room Tax Act Regulations.
- In 2010 Cabinet directed the development of a new accountability framework. This was restated at the 2010 Union of British Columbia Municipalities (UBCM) convention.
- The accountability framework was to include the following components:
 - Updated criteria for better coordination of marketing spending.
 - Common accountability and performance measures.
 - Proactive program review, compliance and enforcement.



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s13, s17

Decision required:

- 90 day issue.

s13



ISSUE NOTE

Issue:

- International Labour Issues.

Background:

- The international labour institutions that can have an impact on British Columbia include the International Labour Organization (ILO) and Labour Cooperation Agreements (LCAs)/Labour Chapters negotiated in the context of free trade agreements.
- While foreign affairs fall within the federal jurisdiction, labour and employment matters generally fall within provincial jurisdiction. In practical terms, this means that the federal government does not enter into any new commitments or agreements on international labour matters unless the provinces and territories have indicated their consent. A provincial government is not bound by any new commitments or agreements unless that government explicitly agrees to be bound by the agreement.

s13, s16



Appendix D

s13, s16

Decision required:

- 90 day issue.

s13, s16



ISSUE NOTE

Issue:

- Commitment to establish Outcome-Based Performance Measures

Background:

- In the BC Jobs Plan, the government committed to establishing outcome-based performance specifications for regulatory processes, using a public consultation process. A related commitment, to develop a comprehensive plan to review laws and regulations on a consistent basis, was made in the Families First Agenda for Change.
- To deliver on these commitments, ministry staff undertook a review of international best practices. Completion of the review was delayed pending the release of an anticipated Organization for Economic Development and Co-operation (OECD) paper on outcome based performance measures of regulatory processes.
- Following the release of the OECD paper and a review of international best practices, it became clear both commitments had to be considered as part of a single approach. A discussion paper has been developed that provides various options for establishing outcome-based performance measures and regular reviews of statutes and regulations.
- The 2012/13 Annual Report on Regulatory Reform, which must be released by June 30th, includes a commitment to establish outcome-based performance measures and legislative reviews through a consultation process.

s13

Decision required:

- 90 day issue

ISSUE NOTE

Issue:

- Regulating worker safety on resource roads.

Background:

- Resource roads are roads that are on Crown lands, other than public “highways” as defined under the *Transportation Act*. Roads used by mining and logging operations on Crown lands are examples of resource roads.
- In October 2012, government amended the *Occupational Health and Safety Regulation* (OHSR) to provide that a resource road is not a “workplace”. With this change, any portion of the road under construction or maintenance will be considered a workplace, as will vehicles travelling on the road, but the resource road as a whole will not be treated as a single workplace. The change clarifies that WorkSafeBC does not have jurisdiction to issue orders or impose penalties on the owner of the resource roads (government), or on prime contractors, for worker safety matters pertaining to the roads themselves.
- In essence, the regulation now treats resource roads much the same as public highways for the purpose of occupational health and safety enforcement.
- This regulation addressed concerns that the Ministry of Forests, Lands and Natural Resource Operations (MFLNRO) and other government ministries and agencies have long had with the enforcement approach established under the *Workers Compensation Act* and the OHSR. Specifically, it was their view that WorkSafeBC’s enforcement approach, which considered a resource road as a whole to be a single workplace, was untenable. This is because this approach imposed certain liabilities on government, as the owner of resource roads, for workplace safety. It is impossible, however, for government to have knowledge of, and control over, all of the activities that occur on these roads.



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- Subsequent to the enactment of the regulation, WorkSafeBC developed, in consultation with stakeholders, a guideline which provides more detail and insight into the application of the new regulation.
- In addition, MFLNRO and WorkSafeBC have committed to working closely with each other under this new policy approach in the interest of worker safety.

Decision required:

- 90 day issue for information.

s12, s13



ISSUE NOTE

Issue:

- Deterring serious, repeated and willful violations of workplace health and safety laws.

Background:

- Penalties are an important aspect of the enforcement system to promote compliance with workplace health and safety regulations, deter willful and repeated contraventions, and ultimately support worker safety. Penalty mechanisms include:
 - Authority for WorkSafeBC to impose administrative penalties of up to over \$600,000 for a contravention; and
 - The laying of charges through prosecution, with court fines and possibly prison time imposed upon conviction.

WorkSafeBC enforcement activity:

- In 2012, WorkSafeBC imposed 260 administrative penalties, totaling \$2.9 million, against employers for violations of the *Occupational Health and Safety Regulation* and the *Workers Compensation Act*.
- The 2012 penalties included two of \$105,000 each imposed against Skylite Building Maintenance Ltd. for chronic repeated violations for exposing workers to asbestos.
- In recent years WorkSafeBC has increased its enforcement capacity, directing a more intensive focus to the industries that present the highest risk to workers, and to employers where compliance is known to be an issue such as asbestos abatement.

Prosecutions:

- The court may impose significant fines and imprisonment for up to one year upon conviction for contravening health and safety laws, regulations or WorkSafeBC orders under the *Workers Compensation Act*.¹

¹ For a first conviction, up to \$660,000, plus up to an additional \$33,000 for each day the offence continues, and/or imprisonment for up to 6 months. For a subsequent conviction, up to \$1.32 million plus up to an additional \$66,000 for each day the offence continues, and/or imprisonment for up to 12 months.



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- Federal Bill C-45 amended the *Criminal Code of Canada* and became law on March 31, 2004. The Bill established new legal duties for workplace health and safety, and imposed serious penalties upon conviction for violations that result in injuries or death.
- The laying of criminal charges against employers for safety violations that result in death or serious injury, and the approval and pursuit of those charges, are the responsibility of the police and Crown prosecutors. The Minister of Justice has responsibility for these matters.
- In a document entitled *Justice and Deterrence* which the B.C. Federation of Labour (BCFed) presented to the Minister responsible for Labour and to the Attorney General in August 2012, three recommendations are set out:
 1. Dedicate a Crown Prosecutor to deal with workplace fatality and serious injury cases;
 2. Train police services on Section 217.1 of the *Criminal Code of Canada* which states “everyone who undertakes, or has the authority, to direct how another person does work or performs a task is under a legal duty to take reasonable steps to prevent bodily harm to that person, or any other person, arising from that work or task”; and
 3. Mandatory police investigations of all workplace fatalities and serious injuries.
- At the August 2012 meeting with the Minister responsible for Labour and the Attorney General, the Ministers committed to working with the BCFed to address recommendations 2 and 3. There is already a dedicated Crown prosecutor in place.

Decision required:

- **90 day issue for information.**
- The BCFed and other worker advocates may raise with the Minister (and the Justice Minister) their ongoing concerns about effective enforcement, particularly prosecuting the serious offenders who repeatedly and willfully violate workplace health and safety regulations.
- Ministry staff are available to brief the Minister further on this issue and on possible options to enhance enforcement against serious and repeated violations of workplace safety laws.



ISSUE NOTE

Issue:

- Workplace mental health, including bullying and harassment prevention.

Background:

- British Columbia has embarked on two initiatives in support of the growing recognition being given to workplace mental health.
- The first is enhanced compensation for diagnosed mental disorders arising out of and in the course of employment. Government introduced Bill 14, *Workers Compensation Amendment Act, 2011* in November 2011 and passed it in May 2012. The primary change was to amend the mental stress provisions of the *Workers Compensation Act*, which previously compensated acute reactions to a single sudden and traumatic event, but excluded chronic stress conditions arising from the workplace. The exclusion of chronic stress was the subject of legal challenges of discrimination under the *Human Rights Code*. The legislation became effective as of July 1, 2012.
 - Bill 14 provides that mental disorders resulting from one or more traumatic events, as well as mental disorders resulting from significant work related stressors (i.e., chronic stress) are now compensated. There is explicit recognition of bullying or harassment as significant work-related stressors that can result in a compensable mental disorder. However, for significant work-related stressors, including bullying or harassment, the stressor must be the predominant cause of the mental disorder.
 - Mental disorder claims that result from termination, discipline and other decisions related to the worker's employment continue to be excluded.
 - WorkSafeBC has created a centralized Mental Health Claims Unit to adjudicate and manage mental disorder claims.
 - WorkSafeBC has expanded its psychology provider network to obtain the psychological assessments required to assist with the diagnosis of a mental disorder and to ensure timely claim adjudication.
 - WorkSafeBC received 1,711 new mental disorder claims between July 1, 2012 and March 31, 2013. These new claims include 463 from the health care sector, 199 from



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transportation, 141 from accommodation, food and leisure, 134 from retail, and 105 from education.

- Between July 2012 and March 2013, 256 mental disorder claims were allowed, 626 claims were denied, 383 claims were suspended, 123 claims did not require adjudication, 5 claims were rejected and 318 claims are pending.
- Government made this change with the view that it will encourage workplace practices that promote the mental well-being of all workers in British Columbia. It is anticipated that the claim costs to the system will decrease over time as employers recognize and implement workplace structures and practices that ensure that bullying and harassment in their workplaces does not occur and other work-related stressors are addressed.
- The second initiative was the development of a new policy to further support the province's efforts to combat workplace bullying and harassment. WorkSafeBC developed this policy on bullying and harassment under the existing *Occupational Health and Safety Regulation* to prevent and address this behavior in the workplace.
 - WorkSafeBC's Board of Directors approved this policy at its March 2013 meeting.
 - WorkSafeBC has posted the approved policy on its website and has sent e-news notifications to over 10,000 stakeholders in B.C.
 - This policy underwent an extensive consultation process with both the worker and the employer communities.
 - WorkSafeBC is also developing a workplace tool kit to assist workers and employers in understanding, preventing and addressing bullying and harassment in the workplace.

Decision required:

- 90 day issue for information.



Appendix E

Jobs, Tourism and Skills Training and Minister Responsible for Labour

Crown Agencies

AGENCY

Aboriginal Business and Investment Council

BC Jobs and Investment Board

Employment Standards Tribunal

Industry Training Appeal Board

Labour Relations Board

Minister's Council on Tourism

North Island-Coast Development Initiative Trust

Northern Development Initiative Trust

Southern Interior Development Initiative Trust

Workers' Compensation Appeal Tribunal

WorkSafeBC

Other – BC Wine Envoy



BRIEFING NOTE CROWN AGENCIES

Name: Aboriginal Business and Investment Council

Legislative Authority:

N/A

Mandate:

To work with Aboriginal communities and the private sector to make recommendations to government on strategies to improve Aboriginal peoples' participation in the economy, foster economic development in Aboriginal communities and increase overall investment in the province.

Current Appointees:

There are currently 11 members, appointed by Ministerial Order:

- Brian Assu, expiry date December 15, 2013
- Chief Kimberley C. Baird, expiry date December 15, 2013
- Toby C. Baker, expiry date December 15, 2013
- Arnold R. Bellis, expiry date December 15, 2013
- Chief Shane Gottfriedson, expiry date December 15, 2013
- Roger B. Harris, expiry date December 15, 2013
- Chief Jonathan J. Kruger, expiry date December 15, 2013
- Fiona J. Macfarlane, expiry date December 15, 2013
- Donald A. McInnes, expiry date December 15, 2013
- Chief Derek D. Orr, expiry date December 15, 2013
- Sidney A. Peltier, expiry date December 15, 2013

Appointments required:

- There are no Board Appointment expiries within the next 90 days.

Issue(s):

- N/A



Appendix E

Key Contact:

Name: Shanna Mason

Title: Assistant Deputy Minister, Economic Development Division

Phone: s17



BRIEFING NOTE CROWN AGENCIES

Name: B.C. Jobs and Investment Board

Legislative Authority:

N/A

Mandate:

To provide government with information and recommendations to attract investment and foster economic development in key sectors where B.C. has strategic competitive advantages and work with industry to identify barriers impeding investment in B.C. and make recommendations to address them.

Current Appointees:

There are currently 16 members, appointed by Ministerial Order:

- Raymond Castelli (chair) expiry date December 15, 2013
- Kaity K. Arsoniadis-Stein, expiry date December 15, 2013
- Frenny Bawa, expiry date December 15, 2013
- Kathy D. Butler, expiry date December 15, 2013
- Stockwell Day, expiry date December 15, 2013
- Richard J. Dunn, expiry date December 15, 2013
- Henry (Hank) H. Ketcham, expiry date December 15, 2013
- Gary W. Kroeker, expiry date December 15, 2013
- V. Paul Lee, expiry date December 15, 2013
- Wendy P. Lisogar-Cocchia, expiry date December 15, 2013
- Gerry J. Martin, expiry date December 15, 2013
- Harry McWatters, expiry date December 15, 2013
- Dr. Ralph A. Nilson, expiry date December 15, 2013
- Ellis B. Ross, expiry date December 15, 2013
- Marcia M. Smith, expiry date December 15, 2013
- Susan Spratt, expiry date December 15, 2013



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s13

Key Contact:

Name: Shanna Mason

Title: Assistant Deputy Minister, Economic Development Division

Phone: s17



BRIEFING NOTE CROWN AGENCIES

Name: Employment Standards Tribunal

Legislative Authority:

Employment Standards Act

Mandate:

The Employment Standards Tribunal is an administrative tribunal with a mandate to conduct appeals of determinations issued by the Director of Employment Standards. The Tribunal may also reconsider any order or decision it makes.

Current Appointees:

There are currently 9 members, appointed by Ministerial Order:

- Shafik Bhalloo, expiry date May 31, 2014;
- Raewyn J. Brewer, expiry date November 30, 2013;
- Robert E. Groves, expiry date March 31, 2014;
- Carol-Ann Hart, expiry date March 31, 2014;
- Brent G. Mullin, Chair, expiry date January 31, 2015;
- Carol L. Roberts, expiry date March 31, 2014;
- David B. Stevenson, expiry date March 31, 2014;
- Dr. Kenneth Wm. Thornicroft, expiry date January 15, 2014; and
- Robert C.P. Walker, expiry date November 30, 2013.

Appointments required:

- There are no Board Appointment expiries within the next 90 days.

Issue(s):

- N/A



Appendix E

Key Contact:

Name: Trevor Hughes

Title: Assistant Deputy Minister, Industrial Relations and Labour Programs

Phone: 250 356-1346



BRIEFING NOTE CROWN AGENCIES

Name: Industry Training Appeal Board (Tribunal)

Legislative Authority:

Industry Training Authority Act, Section 10

Mandate:

Provides third-party adjudication on Industry Training Authority decisions regarding the granting or maintenance of industry training program credentials, or eligibility for industry training programs.

Current Appointees:

There are currently 4 members, appointed by Order in Council:

- Gordon R. Armour, expiry date May 30, 2015
- Paula Elizabeth Barnsley, expiry date May 30, 2015
- Robert P. Kueng, expiry date May 30, 2015
- Marcia McNeil, expiry date July 31, 2013

Appointments required:

- There is one Board Appointment that expires within the next 90 days (July 31, 2013).

Issue(s):

- N/A

Key Contact:

Name: Katherine Rowe

Title: A/Director, Industry Training Programs
Labour Market and Immigration Division

Phone: 250 387-7570



BRIEFING NOTE CROWN AGENCIES

Name: B.C. Labour Relations Board

Legislative Authority:

Labour Relations Code

Mandate:

The B.C. Labour Relations Board (LRB) is an independent administrative tribunal with the mandate to mediate and adjudicate employment and labour relations matters related to unionized workplaces.

The *Labour Relations Code* governs all aspects of collective bargaining among provincially regulated employers. This includes the acquisition of collective bargaining rights, the process of collective bargaining, the settlement and regulation of disputes in both the public and private sectors, and the regulation of the representation of workers by their bargaining agent.

Current Appointees:

There are currently 8 members, appointed by Order in Council:

- James P. Carwana, Vice-Chair, expiry date May 31, 2015;
- Richard S. Longpre, Vice-Chair, expiry date September 1, 2015;
- Allison Matacheskie, Associate Chair – Adjudication, expiry date August 31, 2013;
- Jitesh Mistry, Vice-Chair, expiry date January 1, 2016;
- Brent G. Mullin, Chair, expiry date January 31, 2015;
- Ken Saunders, Registrar, expiry date October 10, 2014;
- Leah D. Terai, Vice-Chair, expiry date June 15, 2015; and
- Bruce R. Wilkins, Vice-Chair, expiry date May 25, 2014.

Appointments required:

- There is one Board Appointment that expires within the next 90 days (August 31, 2013).



Appendix E

Issue(s):

- **90 day issue:** In September 2012, a Ministerial regulation established a 180-day timeline for the LRB to issue a final decision on all applications and complaints.

s13

s13

- **90 day issue:** The *Labour Relations Code* requires that the minister table the LRB's Annual Report in the legislature as soon as practicable after the LRB delivers it to the Minister. As such, the Minister should table the 2012 Annual Report in the next session.

Key Contact:

Name: Trevor Hughes

Title: Assistant Deputy Minister, Industrial Relations and Labour Programs

Phone: 250 356-1346



BRIEFING NOTE CROWN AGENCIES

Name: Minister's Council on Tourism

Legislative Authority:

N/A

Mandate:

Established in 2009, the Minister's Council on Tourism is comprised of a broad cross-section of representatives from the tourism industry and informs the government on a range of tourism-related matters. The council's advice and recommendations are designed to help guide the development of strategies to grow tourism revenues in British Columbia.

Current Appointees:

There are currently 12 members, appointed by Ministerial Letter:

- Darcy Alexander, expiry date December 7, 2014
- Dr. Nancy Arsenault, expiry date December 7, 2014
- Susan Barcham, expiry date December 7, 2014
- Dave Brownlie, expiry date March 16, 2014 (Current Chair)
- Barrett Fisher, expiry date March 15, 2014
- Tony Gugliotta, expiry date February 6, 2014
- Keith Henry, expiry date March 16, 2014
- Matt W. Mosteller, expiry date March 16, 2014
- John C. O'Neill, expiry date April 23, 2014
- Stephen R. Paccagnan, expiry date April 23, 2014
- Stephen E. Smith, expiry date December 7, 2014
- Mark Werner, expiry date February 6, 2014

Appointments required:

- No Board Appointments are required within the next 90 days.
- There are only 12 members at this time. The Council may be comprised of up to 15 members representing private sector tourism interests.



Appendix E

Issue(s):

- N/A

Key Contact:

Name: Jennifer Davis

Title: Executive Director, Tourism Strategy & Policy Branch

Phone: 250-387-0130



BRIEFING NOTE CROWN AGENCIES

Name: North Island-Coast Development Initiative Trust (ICET)

Legislative Authority:

North Island-Coast Development Initiative Trust Act 2006

Mandate:

With a onetime only \$50 million allocation, the North Island-Coast Development Initiative Trust (commonly known as the Island Coastal Economic Trust, or ICET) provides funding to help grow and diversify the economy of the North Island-Coast area in the following key sectors: Agriculture and Aquaculture; Economic Development; Energy; Forestry; Mining; Olympic Opportunities; Small Business; Tourism; and Transportation.

The North Island-Coast area consists of all Regional Districts and Municipalities on Vancouver Island north of the Malahat as well as Powell River and the Sunshine Coast.

Current Appointees:

There are currently 5 members, appointed by Order in Council:

- David (Dave) S. Mannix, expiry date August 27, 2015
- Arlette G. Raaen, expiry date August 27, 2015
- Dallas W. Smith, expiry date August 27, 2015
- Camela A. Tang, expiry date August 27, 2015
- Kevin M. Tevington, expiry date August 27, 2015

Appointments required:

- There are no Board Appointment expiries within the next 90 days.

Issue(s):



Appendix E

Success to Date:

Since its inception in 2006, ICET has invested almost \$47 million in over 90 projects situated in 45 different communities. ICET reports that these investments have generated significant economic benefits to the region and to the province, including:

- Leveraged investments of over one quarter of a billion dollars.
- \$4.58 dollars leveraged for every dollar of ICET funding.
- Over \$2.00 leveraged from federal and non-government sources.
- Estimated 2,500 person years of employment in the construction phase.
- Estimated 2,100 permanent jobs created in the operational phase (within 3-5 years of project completion with potential for continued job growth over the long term).
- Estimated \$16.5 million in provincial tax revenue during the construction phase.
- Estimated \$9.4 million in annual provincial revenue of permanent impact.

Key Contact:

Name: Greg Goodwin

Title: Executive Director, Regional Economic Policy and Projects
Economic Development Division

Phone: 250 356-0778



BRIEFING NOTE CROWN AGENCIES

Name: Northern Development Initiative Trust (NDIT)

Legislative Authority:

Northern Development Initiative Trust Act, and Northern Development Initiative Trust Amendment Act, 2005

Mandate:

NDIT is an independent regional economic development corporation focused on stimulating economic growth and job creation in central and northern British Columbia. NDIT received an allocation of \$135 million in 2005 from the proceeds of the sale of BC Rail and a further \$50 million in 2006. The central and northern area is comprised of 40 communities, ten Regional Districts and 63 First Nations, and covers 70 per cent of the province, from Lytton to Fort Nelson, and from Valemount to Haida Gwaii.

Project investments must fall within one of the following ten primary investment areas: Agriculture; Economic Development; Energy; Forestry; Mining; Olympic Opportunities; Pine Beetle Recovery; Small Business; Tourism; and Transportation.

Current Appointees:

There are currently 5 members, appointed by Order in Council:

- Terry Joseph Kuzma, expiry date April 30, 2014
- Alexander Pietralla, expiry date April 30, 2014
- Evan S. Saugstad, expiry date April 30, 2014
- Daniel J. Schilds, expiry date April 30, 2014
- Gerald D. Wesley, expiry date May 1, 2016

Appointments required:

- There are no Board Appointment expiries within the next 90 days.

Issue(s):



Appendix E

Success to Date:

- Since its inception in 2005, NDIIT reports that it has committed \$111 million in funding to 1,068 projects in communities throughout central and northern British Columbia. In the process, 5,154 jobs have been created, and 1,890 partnerships with 681 organizations have attracted over \$1 billion in new investment to the region. More than 70 percent of the investments have been made in small communities with populations less than 5,000. NDIIT provides direct funding to communities for economic development and grant writing support.

Key Contact:

Name: Greg Goodwin

Title: Executive Director, Regional Economic Policy and Projects
Economic Development Division

Phone: 250 356-0778



BRIEFING NOTE CROWN AGENCIES

Name: Southern Interior Development Initiative Trust (SIDIT)

Legislative Authority:

Southern Interior Development Initiative Trust Act 2005

Mandate:

Established with a onetime only allocation of \$50 million, SIDIT operates independently from government to help grow and diversify the economy of the Southern Interior through economic development initiatives in the following ten key sectors: Agriculture; Economic development; Energy; Forestry; Mining; Olympic opportunities; Pine beetle recovery; Small business; Tourism; and Transportation.

The Southern Interior area covers the southern interior of British Columbia, generally described as the area bounded by Hope to the west, the United States border to the south, the Alberta border to the east and Blue River to the north.

Current Appointees:

There are currently 4 provincially-appointed members, by Order in Council:

- Claudette J. Everitt, expiry date August 27, 2015
- Philip L. Jones, expiry date August 27, 2015
- Keith I. Matthew, expiry date August 27, 2015
- John Christopher Zimmer, expiry date August 27, 2015

Appointments required:

- There are only 4 provincially-appointed members at this time. The Trust is governed by a Board of 13 directors, of which five are appointed by the provincial government.

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Issue(s):

- N/A



Appendix E

Success to Date:

- Since its inception in 2005, SIDIT has focused on providing high interest loans and venture capital to regional businesses, while maintaining a legacy business model. SIDIT reports that it has provided \$24 million for business start-ups and expansion, and \$3 million for community initiatives to create economic diversity, in the process creating the opportunity for 1,766 jobs. SIDIT has also provided educational assistance for 5,298 students.

Key Contact:

Name: Greg Goodwin

Title: Executive Director, Regional Economic Policy and Projects
Economic Development Division

Phone: 250 356-0778



BRIEFING NOTE CROWN AGENCIES

Name: Workers' Compensation Appeal Tribunal (WCAT)

Legislative Authority:

Workers Compensation Act

Mandate:

WCAT is the second and final level of appeal in the workers' compensation system of B.C. and is independent of the Workers' Compensation Board (operating as WorkSafeBC). It provides third-party adjudication for most WorkSafeBC decisions concerning compensation, vocational rehabilitation, assessments and occupational health and safety (prevention). Some Review Division decisions (the first level of appeal) are not appealable to WCAT.

Current Appointees:

The chair is appointed by Order in Council, vice chairs are appointed by the chair in consultation with the Responsible Minister:

- Caroline F. Berkey (Chair), expiry date June 30, 2015

Appointments required:

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Issue(s):

- N/A



Appendix E

Key Contact:

Name: Trevor Hughes

Title: Assistant Deputy Minister, Industrial Relations and Labour Programs

Phone: 250 356-1346



BRIEFING NOTE CROWN AGENCIES

Name: WorkSafeBC

Legislative Authority:

Workers Compensation Act

Mandate:

To work with workers and employers to: promote the prevention of workplace injury, disease and fatalities; rehabilitate those who are injured and assist with timely return to work; provide fair compensation to replace lost wages for injured workers during their recovery or as survivor benefits; and ensure sound financial management for a viable workers' compensation system.

Major Responsibilities: to provide compensation services including income replacement and vocational rehabilitation to workers suffering occupational injury or disease; and to create and enforce workplace health and safety regulations in the province.

Current Appointees:

There are currently 7 members, appointed by Order in Council:

- Alan R. Cooke, Actuary, expiry date December 1, 2014;
- Dr. Henry G. Harder, Health Care and Rehabilitation Representative, expiry date December 31, 2013;
- Phillip Legg, Worker Representative, expiry date December 31, 2013;
- Joseph T. Lindgren, Employer Representative, expiry date December 31, 2013;
- George Morfitt, Chair, Public Interest, expiry date December 1, 2015;
- Tazeem Nathoo, Public Interest Representative, expiry date December 1, 2015; and
- W.F. (Rick) Roger, Vice Chair – Public Interest Representative, expiry date December 31, 2013.

Appointments required:

- There are no Board Appointment expiries within the next 90 days.

Issue(s):

- **60 day issue:** WorkSafeBC is developing new policy and a tool kit aimed at preventing bullying and harassment in the workplace.



Appendix E

- **60 day issue:** In 2012, two workers were killed and 20 injured in the Babine mill explosion in Burns Lake, and two workers were killed and 22 injured in the Lakeland mill explosion in Prince George. WorkSafeBC referred its files to Crown Counsel to determine whether charges should be brought forward under the *Workers Compensation Act*. If Crown Counsel does not lay charges, WorkSafeBC may impose administrative penalties under the Act.

s13, s17

- **90 day issue:** The Minister must table WorkSafeBC's 2012 Annual Report in the Legislature within 15 days after the opening of the next legislative session.

Key Contact:

Name: Trevor Hughes

Title: Assistant Deputy Minister, Industrial Relations and Labour Programs

Phone: 250 356-1346



BRIEFING NOTE

CROWN AGENCIES – OTHER

Name: Honourary BC Wine Envoy

Legislative Authority:

Section 15(1)(b) of the *Public Service Act* is cited as authority for this appointment.

Mandate:

To provide strategic advice and recommendations to the Ministry on possible changes to the Province's measures in order to enhance wine industry market opportunities in British Columbia and Canada. Play a leadership role as part of a collaborative team of senior government representatives to develop networks of intergovernmental contacts within BC and the rest of Canada to promote sector opportunities and advance provincial and inter-provincial wine industry priorities.

Current Appointees:

There is currently 1 member, appointed by Order in Council:

- Herbert LeRoy, expiry date March 1, 2015

Appointments required:

- There is no Appointment expiry within the next 90 days.

Issue(s):

- N/A

Key Contact:

Name: Dave Byng

Title: Deputy Minister, Ministry of Jobs, Tourism and Skills Training and Minister Responsible for Labour

Phone: 250-952-0103



Appendix F

Jobs, Tourism and Skills Training and Minister Responsible for Labour

Crown Corporations

Crown Corporation

Destination BC

Industry Training Authority

Nechako-Kitimaat Development Fund Society



BRIEFING NOTE
CROWN CORPORATIONS

Name: Destination British Columbia

Mandate:

Destination BC Corp. is a Crown corporation established on November 2, 2012. Operating as Destination British Columbia, under the *Destination BC Corp. Act*, the new industry-led Crown corporation will work collaboratively with tourism stakeholders across the province in coordinating marketing at the international, provincial, regional and local levels. Destination British Columbia has been mandated to fulfill several key marketing and leadership responsibilities critical to the long-term, sustainable growth of the provincial tourism industry. Government continues responsibility for tourism policy. Destination British Columbia took full responsibility for operations on April 1, 2013.

Financial Information (high level):

	2013/14	2014/15	2015/16
	Budget (\$millions)		
Revenue*	52.930	52.930	52.930
Expenses	52.930	52.930	52.930
Net income (loss)	0	0	0
Debt	0	0	0
Retained Earnings	0	0	0
Capital Expenditures	1.800	TBD	TBD

Note: Revenue includes \$48.890M provincial funding and own source revenues of \$4.04M

Issues:

- **30 day issue:** annual service plan report will require minister's approval in June 2013.

s13, s17

Appointment Status:

- There are no Board Appointment expiries within the next 90 days.
- There are currently 9 members, appointed by Order in Council.



Appendix F

Current Appointees:

- Andrea Shaw (chair), expiry date December 31, 2015
- Susan Tamiko Doi, expiry date December 31, 2016
- J. Gordon Fitzpatrick, expiry date December 31, 2014
- Gilbert Jacob (Chief Gibby Jacob), expiry date December 31, 2015
- Wendy Lisogar-Cocchia, expiry date December 31, 2014
- Laird M. Miller, expiry date December 31, 2016
- Loring Phinney, expiry date December 31, 2014
- Robert Pratt, expiry date December 31, 2015
- Alan Raine, expiry date December 31, 2016



BRIEFING NOTE

CROWN CORPORATIONS

Name: Industry Training Authority

Mandate:

The Industry Training Authority (ITA) is responsible for managing, improving and expanding the industry training and apprenticeship system in BC. It was established in 2004 through the *Industry Training Authority Act*.

The ITA works closely with industry, public and private training institutions, labour unions, government and other stakeholders to create a flexible training system that is responsive to the needs of employers, apprentices and the provincial economy.

Financial Information (high level):

	2013/2014	2014/2015	2015/2016
	Budget (\$millions)		
Revenue	110.018	95.452	95.452
Expenses	110.018	95.842	95.452
Net Income (loss)	0.0	0.0	0.0

Issues:

- **30 day issue:** annual service plan report will require minister's approval in June 2013.



Appendix F

Appointment Status:

- There are no Board Appointment expiries within the next 90 days.
- There are currently 9 members appointed by Ministerial Order.

Current Appointees:

- Frank A. Pasacreta, Chair, expiry date December 31, 2014.
- Jack Davidson, Director, expiry date December 31, 2013.
- David L. Fehr, Director, expiry date December 31, 2013.
- Thomas K. Kirk, Director, expiry date December 31, 2013.
- Kurt H. Krampfl, Director, expiry date December 31, 2013.
- Allan D. Bruce, Director, expiry date November 30, 2014.
- Allan R. Cullen, Director, expiry date November 30, 2014.
- Patty P. Sahota, Director, expiry date December 31, 2014.
- Laura A. Stanton, Director, expiry date December 31, 2014.



BRIEFING NOTE CROWN CORPORATIONS

Name: Nechako-Kitamaat Development Fund Society

Mandate:

Incorporated in 1999, the Nechako-Kitamaat Development Fund Society uses the proceeds from the \$15 million Northern Development Fund to support sustainable economic activity in northern communities affected by the Kitimat-Kemano project and by the creation of the Nechako Reservoir.

Nechako Kitamaat Development Fund Society is a non-reporting Crown Corporation, and is exempt from the *Budget Transparency and Accountability Act* requirement to prepare service plans and annual service plan reports.

Financial Information (high level):

Historically, the Province has provided Nechako-Kitamaat Development Fund Society with \$500,000 annually from the Northern Development Fund. Payment from the fund is a legal requirement, subject to the Minister's discretion.

Issues:

- N/A

Appointment Status:

-

s13

- There are currently 9 members appointed by Ministerial Order.

Current Appointees:

- John E. Amos, expiry date December 31, 2014
- Janice L. Baker, expiry December 31, 2014
- Shannon L. Eakin, expiry date December 31, 2014
- Gregory M. Goodwin, expiry date April 30, 2014
- Raymond E. Klingspohn, expiry date December 31, 2014
- Dwight Magee, expiry date April 30, 2014
- Rosanne M. Murray, expiry date May 31, 2015
- Mike Robertson, expiry date December 31, 2013
- Wayne G. Salewski, expiry date April 30, 2014