

**Ministry of Community, Sport and Cultural Development - Transition TOC Document Ownership**  
June 2013

Document	Tab #	Responsibility						
Ministry Organization		DM	MSD	LGD	ACGGS	IPLO	GCPE	PUB. DOC
Ministry Profile								
MCSCD Profile and Organization	1	RD	GF	JP	DG	HB		
Organizational Chart			SHR					
Executive Member Biographies								
DM – Rebecca Denlinger		RD						
ADM – Julian Paine				JP				
ADM – David Galbraith					DG			
Executive Lead – Heather Brazier						HB		
ADM – George Farkas			GF					
GCPE – Karen Johnston							KJ	
Year at a Glance Key Dates for MCSCD	2			JP	DG	TB/HB	KJ	
Recommended Initial Contact List	3		FOI			TB/HB		
Ministry Budget Overview	4		GF					
Ministry Budget Q & A's			GF					
Ministry Highlights and Key Facts	5					TB/HB		Some from ASP

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Ministry Organization		DM	MSD	LGD	ACGGS	IPLO	GCPE	PUB. DOC
Core Business/Program Areas								
Local Government Division (LG)								
LG Division Profile and Organization	6			JP				
Governance and Structure Branch				JP				
Infrastructure and Finance Branch				JP				
Intergovernmental Relations and Planning Branch				JP				
Property Assessment Services Branch				JP				
University Endowment Lands (UEL)				JP				
LG Major Programs and Initiatives				JP				
Asset Management	7			JP				
Capital Regional District (CRD) Wastewater Treatment Project	8			JP				
Climate Action Revenue Incentive Program (CARIP)	9			JP				
Community Recreation Program	10			JP				
Northern Rockies Infrastructure Development Contribution Agreement	11			JP				
Peace River Industrial Tax MOU	12			JP				
Restructure Program	13			JP				

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Transitional/Special Assistance Transfers Program	14			JP				
<b>Arts, Culture, Gaming Grants and Sport Division (ACGGS)</b>								
<b>ACGGS Division Profile and Organization</b>	15				DG			
Arts, Culture and BC Arts Council Branch					DG			
Community Gaming Grant Branch					DG			
Sport Branch					DG			
<b>ACGGS Major Programs and Initiatives</b>					DG			
2015 FIFA (Soccer) Women's World Cup	16				DG			
2015 Prince George Canada Winter Games	17				DG			
After School Sport Initiative (ASSI)	18				DG			
Arts Legacy Fund	19				DG			
BC Creative Communities (BCCC)	20				DG			
BC Creative Spaces (BCCS)	21				DG			
BC Games – Summer, Winter and Seniors	22				DG			
KidSport BC	23				DG			
Sport Event Hosting – Hosting BC and Major Sport Events	24				DG			

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Sport on the Move	25				DG			
Sports Participation Program	26				DG			
<b>Integrated Policy, Legislation and Operations Division (IPLO)</b>								
<b>IPLO Division Profile and Organization</b>	27					HB		
Integrated Policy Branch						HB		
Integrated Legislation Branch						HB		
Integrated Operations Branch						HB		
Integrated Special Projects Branch						HB		
<b>Management Services Division (MSD)</b>								
<b>MSD Division Profile &amp; Organization</b>	28		GF					
<b>MSD Major Programs or Initiatives</b>			GF					
BC Athletic Commissioner	29							
<b>Crown Agencies, Corporations and Other Offices</b>								
<b>Crown Agencies, Corporations and Independent Offices Annual Reporting</b>						HB/TB		
<b>Crown and Independent Agencies</b>								
Audit Council	30					HB		

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Auditor General for Local Government (Independent Office)	<b>31</b>					<b>HB</b>		
BC Arts Council (BCAC)	<b>32</b>				<b>DG</b>			
Board of Examiners (BoE)	<b>33</b>			<b>JP</b>				
Creative BC (Independent Agency)	<b>34</b>				<b>DG</b>			
Islands Trust Fund Board (ITFB)	<b>35</b>			<b>JP</b>				
Property Assessment Appeal Board (PAAB)	<b>36</b>			<b>JP</b>				
Property Assessment Review Panel (PARP)	<b>37</b>			<b>JP</b>				
viaSport (Independent Agency)	<b>38</b>				<b>DG</b>			
<b>Crown Corporations</b>								
BC Assessment Authority (BCA)	<b>39</b>			<b>JP</b>				
BC Games Society (BCGS)	<b>40</b>				<b>DG</b>			
Provincial Capital Commission (PCC)	<b>41</b>				<b>DG</b>			
Royal BC Museum (RBCM)	<b>42</b>				<b>DG</b>			

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<b>Decisions, Issues and Commitments</b>								
<b>Priority Issues and Decisions</b>								
Upcoming Items for Cabinet/Treasury Board Consideration including OICs	<b>43</b>					<b>TB/HB</b>		
Government Election Platform - CSCD Commitments	<b>44</b>					<b>TB/HB</b>		
Template - Items for MO Briefing Consideration	<b>45</b>					<b>TB/HB</b>		
Immediate Legislative Initiatives	<b>46</b>					<b>HB</b>		
Upcoming Communications Opportunities & Events	<b>47</b>						<b>KJ</b>	
CSCD Strategic Communications Plan	<b>48</b>						<b>KJ</b>	
UBCM Communications Plan	<b>49</b>						<b>KJ</b>	
<b>Major Issues - 30-60-90-FYI Issues</b>								
<b>30 Day Issues</b>								
Bi-Election Exemption for Coquitlam	<b>50</b>			<b>JP</b>				
Boundary Extensions - Ministerial and Cabinet Consideration	<b>51</b>			<b>JP</b>				
Celebration of Lights – Request for Funding	<b>52</b>				<b>DG</b>			

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§12	53					<b>HB</b>		
Federal/Provincial/Territorial Ministers of Local Government	54					<b>HB</b>		
Johnson's Landing Provincial Response	55			<b>JP</b>				
Jumbo Incorporation Judicial Review (For Information Only)	56			<b>JP</b>				
Strategic Community Investment Funds	57			<b>JP</b>				
University Endowment Lands - Bylaw Amendment Rezoning Fee	58			<b>JP</b>				
Victoria Inner Harbour Plans (For Information Only)	59				<b>DG</b>			
<b>60 Day Issues</b>								
Amateur Combat Sport – Sanctioning Events	60				<b>DG</b>			
Federal/Provincial/Territorial Ministers of Culture and Heritage	61				<b>DG</b>			
Federal/Provincial/Territorial Ministers of Sport	62				<b>DG</b>			
Minister's Attendance at the FPT Sport Closing Ceremony (Sherbrooke, QB)	63				<b>DG</b>			
<b>90 Day Issues</b>								
America's Masters Games (2014 TAM) - Potential Provincial Funding	64				<b>DG</b>			

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BC Senior Living Association – Property Assessments	65			JP				
Building Canada Plan - New Agreement	66			JP				
Cariboo - Chilcotin Regional District - Property Assessments	67			JP				
Concord Pacific Development Lands - Property Assessments	68			JP				
Conflict of Interest - Local Government Elected Officials	69			JP				
Gas Tax Agreement - Federal/Provincial/UBCM Discussions	70			JP				
Impact of Increased Farm Improvement Exemptions	71			JP				
Infrastructure Planning Grant Program	72			JP				
Kelowna Water Endorsement	73			JP				
Lillooet Chief Administrative Officer's Defamation Suit	74			JP				
Metro Vancouver - Regional Context Statements	75			JP				
Ministerial Approvals for OCPs	76			JP				
Port Metro Vancouver (PMV) Properties - Property Assessments	77			JP				
Property Assessment Appeal Board (PAAB) Decisions - BC Ferries Services (BCFS), NavCanada (NavCan) and other Crown Leased Properties	78			JP				

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Royal BC Museum Capital Plans	79			DG				
Statutory Authority - <i>Local Government Act</i> Additional Powers and Legislative Exceptions	80			JP				
Strata Accommodation Property (SAP) Units - Property Tax Revenues	81			JP				
Treaty First Nation Access to Pooled Borrowing	82			JP				
Tsawwassen First Nation (TFN) - Greater Vancouver Sewerage and Drainage District (District)	83			JP				
University Endowment Lands (UEL) Rezoning Applications	84			JP				
<b>FYI or More than 90 Day Issues</b>								
FYI – Affordable Market Housing	85			JP				
FYI – BC - Asia Twinning Project: Outcomes, Issues and Opportunities	86					HB		
FYI – Coquitlam – New Westminster Inter-Municipal Bridge Dispute	87			JP				
FYI – Electronic Voting in Local Elections	88					HB		
FYI – Enhanced Community Economic Support Initiative	89					HB		
FYI – Local Governance Studies	90			JP				
FYI – Rural Water and Sewer Servicing Issues	91			JP				

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FYI – The Safe Drinking Water for First Nations Act (Bill S-8)	92			JP				
FYI – Township of Langley Membership with Metro Vancouver	93			JP				
FYI – Whistler OCP Judicial Review	94			JP				
<b>Annual Service Plans and Reports</b>								
<b>Ministry Annual Service Plan</b>								Yes on web
<b>Ministry Annual Service Plan Report (DRAFT)</b>			GF					
<b>Stakeholder and Staff Lists</b>								
<b>Ministry Stakeholders</b>						TB/HB		
<b>Ministry Staff Contact Information</b>			FOI re cell/hm ph					
<b>Local Government Elected Officials (Mayors and CAOs)</b>								On UBCM site

**Legend:**

DM – Deputy Minister  
 ADM – Assistant Deputy Minister  
 DMO – Deputy Minister Office  
 MSD – Management Services Division  
 LGD – Local Government Division  
 ACGGS – Arts, Culture, Gaming Grants and Sport Division  
 IPLO – Integrated Policy, Legislation and Operations Division

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GCPE – Government Communications and Public Engagement

RD – Rebecca Denlinger

GF – George Farkas

JP – Julian Paine

DG – David Galbraith

HB – Heather Brazier

KJ – Karen Johnston

SHR – Strategic Human Resources

ASPR –



June 10, 2013

## EXECUTIVE MEMBER BIOGRAPHY

**REBECCA DENLINGER**

**DEPUTY MINISTER**

**MINISTRY OF COMMUNITY, SPORT**

**AND CULTURAL DEVELOPMENT**

Rebecca (Becky) F. Denlinger was appointed Deputy Minister of the Ministry of Community, Sport and Cultural Development effective June 10, 2013. Becky's success is reflective of her 35 year career in public safety in which she has taken on progressively more senior responsibilities at the local, provincial/state and national levels.



Prior to her most recent appointment Becky served as Assistant Deputy Minister / Fire and Emergency Management Commissioner responsible for Emergency Management BC, effective September 16, 2009, following her original appointment as Fire Commissioner of BC on February 23, 2008. Becky was a member of the Senior Officials Responsible for Emergency Management and the Canadian Council of Emergency Management Organisations, and was actively engaged in numerous international, national, provincial and regional emergency management and fire service committees.

Prior to Emergency Management BC Becky was Fire Chief of the Cobb County Fire and Emergency Services department in the metropolitan Atlanta, Georgia area. Her career with Cobb County began in 1977 when she was hired as a Firefighter, then competed for and won positions of increasing responsibility through the ranks, culminating in her appointment as Fire Chief. She held the position of Fire Chief from 1997 until her retirement in January 2008. Denlinger served on numerous committees, boards, and councils during her tenure as chief, including the Georgia Homeland Security Task Force, the Executive Session on Domestic Preparedness at Harvard's Kennedy School of Government, and the National Infrastructure Advisory Council, to which she was appointed by President G.W. Bush. She currently serves on the Board of Directors of the National Fire Protection Association and the Advisory Council of United Laboratories Canada, and chairs the Defence Research and Development Canada's Canadian Safety and Security Program Advisory Board.

Becky attended Manchester College (North Manchester, Indiana), DeKalb College (Decatur, Georgia) and Thomas Edison State College (Trenton, New Jersey). She holds associate and bachelor degrees in Liberal Arts from Thomas Edison. In 2009 Becky completed the Harvard Senior Executives in State and Local Government Fellowship Program. She also enjoys Chief Fire Officer Designation from the Institute for Public Safety Excellence and is a Member of the Institute of Fire Engineers.

# MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT

## Ministry Contact Information

Department	Name	Office	Cell	Home
<b>Deputy Minister's Office</b>				
<b>Deputy Minister</b>	Rebecca Denlinger	250-387-4104	s17	s22
<b>Executive Coordinator</b>	Lee Valentine	250-387-4104		
<b>Integrated Policy, Legislation and Operations Division</b>				
<b>Executive Lead</b>	Heather Brazier	250-387-3860		
<b>Administrative Coordinator</b>	Faye Kirkpatrick	250-387-4042	s17	s22
<b>Director, Integrated Operations</b>	Tom Brown	250-356-9037		
<b>Management Services Division</b>				
<b>Assistant Deputy Minister</b>	George Farkas	250-387-9180		s22
<b>Executive Administrative Assistant</b>	Barbera Pearson	250-387-8705	s17	
<b>Chief Financial Officer</b>	Jim MacAulay	250-387-9179		N/A
<b>Local Government Division</b>				
<b>Assistant Deputy Minister</b>	Julian Paine	250-387-5312		s22
<b>Executive Administrative Assistant</b>	Susie Martin	250-356-6575	s17	
<b>Arts, Culture Gaming Grants and Sport Division</b>				
<b>Assistant Deputy Minister</b>	David Galbraith	250-356-7139	s17	s22
<b>Executive Administrative Assistant</b>	Christie Van Ek	250-356-6977	N/A	N/A
<b>Government Communications and Public Engagement</b>				
<b>Director, Communications</b>	Karen Johnston	250-953-3677		s22
<b>Manager, Communications</b>	Gillian Rhodes	250-356-6334	s17	
<b>Crown Operations</b>				
<b>Director</b>	Cheryl Hall	250-356-1079	s17	s22

**Community, Sport and Cultural Development  
Initial Contact List Recommendations (First Contact List)**

<b>Organization</b>	<b>Contact</b>	<b>Phone</b>
Union of BC Municipalities	Mary Sjostrom President	(250) 991-7477
Mayors' Caucus	Mayor Dianne Watts (Surrey) Steering Committee Lead	(604) 637- 6645 ext. 4646
BC Arts Council	Stan Hamilton Chair	(250) 356-1718
British Columbia Assessment (BCA)	Judy Rogers Chair	(250) 595-6211
Royal BC Museum (RBCM)	John Williams Chair	(250) 356-7226
Provincial Capital Commission	David Everett Chair	(250) 953-8805
BC Games Society	Kelly Mann President	(250) 387-1375
Property Assessment Appeal Board	Cheryl Vickers Chair	(604) 775-1740
Islands Trust Fund Board	Tony Law Chair	(250) 405-5186

Islands Trust	Sheila Malcolmson Chair	(250) 405-5151
viaSport	Cathy Priestner Allinger Chair	(866) 427-2010
Audit Council (for the Auditor General for Local Government)	Antonio (Tony) Ariganello Chair	Work: (604) 605-5006 Home: s22 Cell: s17
Auditor General for Local Government (AGLG)	Basia Ruta Auditor General	Work: (604) 930-7100 Cell s17
CreativeBC	Michael Francis Chair	(604) 619-6538
BC Business Council	Greg D'Avignon President & CEO	(604) 684-3384
BC Chamber of Commerce	John Winter, President & CEO	(604) 638-8110
Canadian Federation of Independent Business	Laura Jones Executive Vice-President (Ontario, Atlantic and Western Canada)	(416) 222-8022
Urban Development Institute (UDI)	Anne McMullin President & CEO	(604) 669-9585
Vancouver Board of Trade	Iain Black President and CEO	(604) 681-2111
Local Government Management Association (LGMA)	Alberto De Feo President	(250) 766-6771

Municipal Finance Authority of British Columbia (MFA-BC)	(Mayor) Frank Leonard Chair	(250) 475-5510
Board of Examiners	Gary Paget Chair Gary is also a provincial employee	(250) 953-4129
BC Recreation & Parks Association (BCRPA)	Suzanne Strutt Chief Executive Officer	(604) 629-0965 ext 227
BC Association of Charitable Gaming	Susan Marsden President	(604) 568-8649
Assembly of BC Arts Councils (Arts BC)	Joan Richoz Chair	(250) 754-3388
Canadian Sport Institute – Pacific	Wendy Pattenden President	(778) 327-4086
Alliance for Arts and Culture (Greater Vancouver)	Rob Gloor Executive Director	(604) 681-3535 ext 209



June 10, 2013

**EXECUTIVE MEMBER BIOGRAPHY****KAREN JOHNSTON****COMMUNICATIONS DIRECTOR****GOVERNMENT COMMUNICATIONS  
AND PUBLIC ENGAGEMENT**

Karen Johnston is a communications professional with 18 years experience in government having served in nine ministries/agencies including social service, education, children and families, finance, public safety and solicitor general, jobs, tourism and investment, environment and the BC Ambulance Service (BCAS). As a communications director since 2002, she has helped lead and implement a number of high-profile government communications files, including over five provincial budgets, government's response to record flooding in 2007, three provincial public inquiries and an ombudsman's report into gaming.

Karen has also worked closely with federal counterparts to create communications and media relations protocols for Olympic security and BC's tsunami response. Prior to coming to Victoria, she worked as a broadcast journalist in Regina as a reporter and assistant news director and in Vancouver as an associate talk-show producer and network news reporter.

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She holds a Bachelor of Arts degree in political science from SFU, a diploma in broadcast journalism from BCIT and a certificate in strategic leadership from UBC's Sauder School of Business.

<b>LG</b>	May 28, 2013	Smith Pioneer Park Completion	\$214,99 Community rec Project (completion event, MLA Elect Jackie Tegart confirmed)	Merritt
<b>LG</b>	May 31, 2013	Federation of Canadian Municipalities	PREMIER IS CONFIRMED TO SPEAK	Vancouver
<b>LG</b>	May 31, 2013	Auditor General for Local Government will announce first audit		SURREY
<b>ACGGS (Sport)</b>	June 7, 2013	2013 Western Canada Cup	\$3000 Hosting BC funding - Gymnastics - Trampoline/Tumbling	PORT COQUITLAM - Wilson Centre
<b>ACGGS (Arts &amp; Culture)</b>	June 8, 2013	Green Thumb Theatre Opening (photo op)	event with news release and photo op	Vancouver
<b>LG</b>	June 10-21, 2013	Community Recreation Project Lumby Oval	\$348,258 in CSCD funding completion event	Lumby
<b>ACGGS (Arts &amp; Culture)</b>	June 11, 2013	Arts & Culture Vest funding announcement - ANNOUNCEMENT	BC is contributing \$300,000 for the next 2 fiscal years Arts & CultureVest™ Vancouver is a sponsorship training and matching incentive program of Business for the Arts & Culture, funded thru CSCD and Canadian Heritage (feds)	Victoria

ACGGS  
(Arts & Culture)

ACGGS  
(Arts & Culture)

LG

ACGGS  
(Arts & Culture)

ACGGS  
(Arts & Culture)

ACGGS  
(Arts & Culture)

June 13, 2013	Festival d'ete francophone	\$5,000 BC Arts & Culture Council	Vancouver - Various Locations
June 13, 2013	Arts & Culture Vest funding announcement - ANNOUNCEMENT	local event highlighting regional funding outside of Vancouver -	Kelowna
June 15, 2013 (TBC)	Strategic Community Investment Fund - ANNOUNCEMENT	\$56 million to BC communities (traffic fine revenue sharing and small community grants)	BC WIDE
June 17, 2013	Arts & Culture Vest wrap up event for the 2012 Workshop	\$150,000 from CSCD (provided ast year)	Vancouver
June 21, 2013	Arts & Culture Summit - LEAD is BC Arts & Culture Alliance	BC Arts & Culture Alliance (lead Kevin Mckeown) are organizing sessions to produce an "Arts & Culture Policy" for the Province	Vancouver
June 21, 2013	TD Victoria International Jazzfest	\$24,000 BC Arts & Culture Council	Victoria - Various Locations

ACGGS  
(Arts & Culture)

ACGGS  
(Sport)

LG

LG

ACGGS  
(Sport)

June 21, 2013

June 22, 2013

June 24 - July 8, 2013  
(TBC)

June 30, 2013

June 30, 2013

TD Vancouver International Jazz  
Festival

Vernon Kids of Steel

Community Recreation Project  
Vernon Accessible Washrooms

Galiano Library opening

2012 British Columbia Junior Boys  
Championship

\$163,750 BC Arts & Culture Council, BC Creative  
Communities, Community Gaming Grant

\$3000 Hosting BC funding - Triathlon

\$400,000 Community Recreation Funding (completion event)

\$400,000 Towns for Tomorrow Project

\$3000 Hosting BC funding - Golf

Vancouver - Various  
Locations

VERNON - Kin Beach  
Park

Vernon - Kalamalka  
Lake Beach

GALIANO ISLAND

REVELSTOKE -  
Revelstoke Golf and  
Country Club

30-60-90 Opportunities

CSCD	Within 60 days			
ACGGS (Sport)	July 1, 2013	Harry Jerome International Track Classic	\$3000 Hosting BC funding	BURNABY - Swanguard Stadium
LG	July 1 - 14, 2013 (TBC)	Community Recreation Project Valemount Big Foot Trail	\$304,457 Community Recreation Funding	Valemount
LG	July -2 July 16, 2013	Gas tax event - Burnaby Solar Pool Hot water heating	\$271,000 in gas tax funding	Burnaby
LG	July 2 - 12, 2013 (TBC)	Community Recreation Project Westshore Trail Accesibility Enhancements	\$201,896 in Community Recreation funding (Completion event)	Westshore
ACGGS (Sport)	July 2 - 16, 2013 (TBC)	Federal/Provincial Sport Participation Bilateral Agreement ANNOUNCEMENT	\$1,429,995 in provincial funding for BC Sport Participation Program over three years (\$476,665 per year) to be matched by federal government	TBC

\$13

LG	July 2, 2013	(TBC)	Port Alberni gas tax event - energy upgrade	\$1.5 million	Port Alberni
LG	July 2, 2013	(TBC)	Burns Lake Multi-Use Recreation Centre	\$2.4 million in provincial funding	Burns lake
LG	July 3, 2013		District of OK Similkameen Wastewater Treatment Plant opening	\$3.1 million Build Canada funding (Federal, Provincial and Local Govt funding of \$3.1 m each)	OKANAGAN FALLS
LG	July 2, 2013	(TBC)	Gas Tax - Summerland	\$600,000 completion event	Summerland
ACGGS (Arts & Culture)	July 4, 2013		Indian Summer Festival	\$20,000 Arts & Culture Legacy Fund 2012	Vancouver - SFU and various locations
ACGGS (Sport)	July 4, 2013		2013 Canadian National Judo Championships	\$5000 Hosting BC funding	RICHMOND - Richmond Olympic Oval

ACGGS (Gaming)

ACGGS (Arts & Culture)

ACGGS (Sport)

LG

ACGGS (Sport)

ACGGS (Sport)

July 5, 2013

Victoria International Track Classic

\$3000 Hosting BC funding

VICTORIA - University of Victoria

July 5 - 7, 2013

BC Heritage Circuit Finals

\$3000 Hosting BC funding - Equestrian

KAMLOOPS - Sun Meadows Equestrian Centre

July 7, 2013

Delta Road Race

\$5000 Hosting BC Funding - Cycling

DELTA

July 8 - 19, 2013

Glen Lake Beach Park opening

\$384,000 Community Rec Project

LANGFORD

July 10, 2013

2013 Minor Box Lacrosse Provincial Championships

\$5000 Hosting BC Funding

TBC

July 12, 2013

Scotiabank Canadian Open Fastpitch International Championship

\$5000 Hosting BC Funding - Softball

SURREY - Softball City, Cloverdale Athletic Park, Sunnyside Park

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<b>LG</b>	July 15 - 26, 2013	Community Recreation Project Greater Vernon Recreation Complex Enhancements	\$72,274 Community Recreation Funding	Vernon - North Okanagan Road
<b>ACGGS (Sport)</b>	July 17, 2013	Junior National Championship	\$3000 Hosting BC Funding - Field Hockey	SURREY - Tamanawis Park
<b>ACGGS (Sport)</b>	July 18, 2013	ITF 3 Stanley Park Open Wheelchair Tennis Tournament	\$3000 Hosting BC Funding	VANCOUVER - Stanley Park Tennis Courts
<b>ACGGS (Sport)</b>	July 19, 2013	Boston Pizza Junior Triathlon	\$3000 Hosting BC Funding	PENTICTON - Lake Okanagan Rotary Park
<b>ACGGS (Arts &amp; Culture)</b>	July 19, 2013	Vancouver Folk Music Festival	\$47,500 BC Arts & Culture Council	Vancouver - Jericho Beach Park
<b>ACGGS (Arts &amp; Culture)</b>	July 19, 2013	Victoria International Buskers Festival	5,000 Arts & Culture Legacy Fund 2012	Victoria - Various Locations
<b>ACGGS (Sport)</b>	July 22, 2013	2013 Pacific Coast Amateur	\$5000 Hosting BC Funding - Golf	WEST VANCOUVER - Capilano Golf and Country Club

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ACGGS  
(Arts & Culture)

ACGGS  
(Sport)

LG

July 27, 2013	Celebration of Light	\$150,000 in 2012 B.C. Government	Vancouver - English Bay
July 27, 2013	BC Provincial Canoe/Kayak Championships	\$3000 Hosting BC Funding	BURNABY - Burnaby Lake Rowing Complex
July 29 - Aug 5, 2013 (TBC)	Community Rec Project - Bridge Creek Trail upgrade	\$280,000 in CSCD funding - completion event	100 Mile House

30-60-90 Opportunities

CSCD	Within 90 Days				
ACGGS (Arts & Culture)	Aug 1 - 8, 2013	FPT Arts & Culture & Culture and Heritage Meeting	conference - AGM details to come		
ACGGS (Arts & Culture)	August 2, 2013	Kaslo Jazz Etc. Summer Festival	\$12,500 BC Arts & Culture Council	Kaslo	
ACGGS (Arts & Culture)	August 4, 2013	Victoria Symphony Splash	\$25,000 Community Gaming Grant 2012	Victoria - Inner Harbour	
ACGGS (Sport)	August 9, 2013	Legion National Track and Field Championship		Langley	s13
ACGGS (Sport)	August 12, 2013	BCSSA 2013 Provincial Championships	\$4000 Hosting BC Funding - Diving, Swimming, Synchronized Swimming, Waterpolo	COQUITLAM - R.L. Spani Pool	
ACGGS (Sport)	August 16, 2013	2015 Canada Winter Games Reception	Reception to be hosted by Prince George Canada Winter Games at the Sherbrooke, Que. Canada Summer Games. BC and federal governments are each providing \$11.12 in direct funding for 2015 Prince George Games. Province has also provided \$390,000 for Northern Sport Strategy to maximize impact of the Games.	SHERBROOKE, QC	

<b>ACGGS (Sport)</b>	August 17, 2013	Hand-off ceremony to Prince George Canada Winter Games	Sherbrooke, Quebec hands off Games to Prince George	SHERBROOKE, QC
<b>ACGGS (Sport)</b>	August 18, 2013	2013 Canadian Championships	\$5000 Hosting BC Funding - Lawn Bowling	WEST VANCOUVER - West Vancouver Lawn Bowling Club
<b>ACGGS (Sport)</b>	Aug. 20 - 24, 2013	BC Seniors Games	Annual multi-sport competition for seniors that celebrates active and healthy lifestyles. Typically attracts approx. 4000 participants. Ministry provides grand total of \$175,000 in funding annually.	KAMLOOPS
<b>ACGGS (Sport)</b>	August 23, 2013	Beach National Championships	Hosting BC Funding - Beach Volleyball	VANCOUVER - Spanish Banks Beach (East & West)
<b>ACGGS (Sport)</b>	September 14, 2013	BC Bantam Novice Masters Champions	Hosting BC funded xxx	Nanaimo
<b>LG</b>	Sept 16 - 20, 2013	Union of BC Municipalities	Annual General Meeting of all municipalities; key meeting of the year - chance for councillors, Mayors to meet with the Minister	Vancouver - Convention Centre
<b>ACGGS (Sport)</b>	September 24, 2013	Norceca Continental Championships	Hosting BC funded	Langley

Pages 28 through 36 redacted for the following reasons:

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June 10, 2013

**MINISTRY OF COMMUNITY, SPORT AND CULTURAL  
DEVELOPMENT**

**ARTS, CULTURE, GAMING GRANTS AND SPORT DIVISION**

**ADM Responsible:**

David Galbraith

**Core Business/Program Area Description/Critical Business Processes:**

The division supports the development and implementation of policy and programs related to arts, culture, gaming grants and sport, including: the administration and delivery of programs under the *Arts Council Act*; the administration of the Arts Legacy Fund and the BC 150 Cultural Fund (BC Arts and Culture Endowment); support and funding for sport, physical activity, sport infrastructure, local hosting of events; the administration of the Physical Fitness and Amateur Sports Fund; and policy related to B.C.'s creative industries.

**Budget: (in 000's)**

**2013/14**

49,405\*

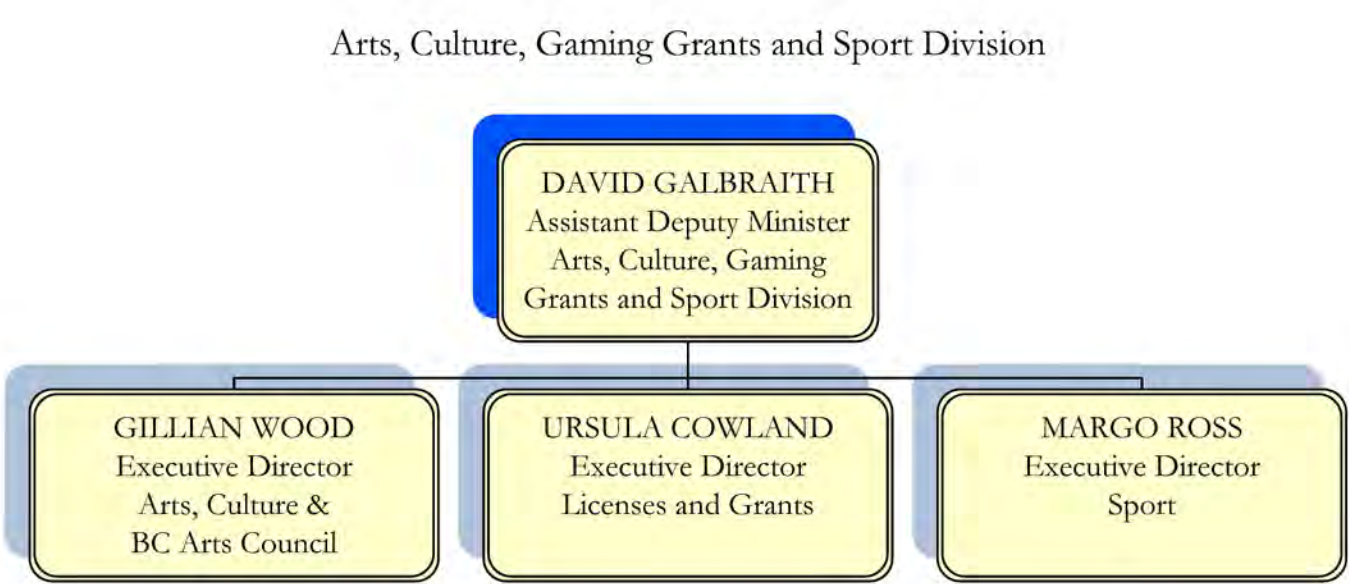
\*includes \$135m for community gaming grants and (\$135m) of offsetting recoveries.

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**Related Legislation:**

Capital Commission Act, Arts Council Act.

Organizational Chart:





June 10, 2013

## Arts, Culture and BC Arts Council Branch Profile

### Program Objectives:

The Arts, Culture and BC Arts Council Branch's goal is to enhance the contribution of art, culture and creativity to community economic and social well-being in British Columbia.

### Program Description:

The Arts, Culture and BC Arts Council Branch (ACBCAC) supports the creative capacity in B.C. communities with a focus on culture as an economic and social catalyst. The Branch develops the creative and innovative capacity of B.C. communities to work together with their artists, arts organizations and entrepreneurs to:

- Encourage participation in creative activity;
- Improve the quality of life;
- Develop the next generation of innovative collaborative thinkers;
- Create community identity and a sense of place; and
- Contribute to local economies.

### Key Responsibilities and Current Programs/Projects underway:

- Delivery of financial assistance to B.C. artists, cultural organizations and communities through the BC Arts Council (see profile below), and the BC Arts and Cultural Endowment;
- Advancement of research and policy development to establish a provincial cultural framework and support creative industries;
- Development of effective relationships to leverage federal funds, develop FPT initiatives, manage cultural infrastructure projects and liaise with crown agencies; and
- Fulfillment of corporate initiatives including partnering with Creative BC, participation in the LEAN review of grants processes and management of the BC Art Collection.

### Service Provider

The ACBCAC Branch has two separate but related areas: the Arts and Culture area and the BC Arts Council area. The Arts and Culture area is responsible for the development and implementation of policy in the creative sector as well as the administration of the Arts Legacy Fund (ALF) and funding for the After School Sport and Arts Initiative. The ALF is a \$20 million endowment, the earnings of

which support significant artistic projects on a provincial, national and/or international scale. There are two Policy Analysts, and a Branch Coordinator.

**Delivery Method:**

- Branch staff liaise and consult with other ministries, other levels of government, industry, not-for profit and community stakeholder groups to coordinate policy and initiatives; conduct research; review proposals; and, provide advisory services;
- Contracted resources depending upon available funding;
- Leveraged funding from other organization budgets, such as federal programs;
- Partnerships with other ministries, including Jobs, Tourism, and Innovation; Advanced Education; and, Education; and
- Grants from the Arts Legacy Fund and for the After School Sport and Arts Initiative.
- In 2012/13, the Arts Legacy Fund provided \$350,000 in grants to 29 organizations.

**Contact:** Gillian Wood, Executive Director, Arts, Culture and the BC Arts Council  
(250) 356-1725



June 10, 2013

## British Columbia Arts Council Profile

### Program Objectives:

- The British Columbia Arts Council (the Council) is an independent agency that supports arts and cultural activity in communities across British Columbia.
- Created by the Arts Council Act, passed in 1995 and proclaimed in 1996, the Council supports a range of activities that include funding for professional artists and arts organizations, community cultural development, training and scholarships.
- The Council also acts as an advocate for the arts in B.C., provides public education and conducts research that helps inform provincial policies related to the development of the arts and cultural sector.
- The Council also administers its direct grant funding and the revenues of the BC150 Cultural Fund, a sub-account of the BC Arts and Cultural Endowment, to develop arts and culture throughout the province.

### Program Description:

The BC Arts Council provides direct assistance to arts and cultural organizations (in the areas of the performing, media and literary arts), publishers, museums and galleries, community arts councils, community presenter organizations, school districts and individual artists in a variety of disciplines. The Council administers 37 competitive programs and provides awards to more than 1,000 artists and organizations in over 200 communities throughout the province. It is the primary deliverer of the recently announced Creative Futures Strategy that is targeted to build BC's future creative artists and entrepreneurs.

Two key principles that underlie the Council are the board's arm's length relationship with government and the Council's commitment to a peer review process to adjudicate funding requests.

In performing its duties, the Council:

- Consults with artists, arts and cultural organizations, governments and other interested communities.
- Allocates the money appropriated annually for the Council by the Ministry.
- Supports arts and culture in British Columbia through:
  - Public education, research and advocacy.
  - Awarding funds.
  - The production and distribution of information on the Council and arts and culture in B.C.

- An open, accountable and impartially administered process for managing provincial funds.

The mission of the Council is to engage all British Columbians in a healthy arts and cultural community that is recognized for its excellence.

#### **Client Profile:**

- The major arts and cultural organizations across the province;
- Artists and practitioners in 214 communities across B.C.;
- Over 200 regularly-funded professional arts and cultural organizations;
- 73 community arts councils;
- 49 presenters representing every region of the province; and
- 54 school districts.

#### **Service Provider:**

The Council is governed by an appointed public sector board, and is responsible to the people of B.C. through the Minister. Legislation directs Council to support arts and culture in B.C., but the Council sets its own priorities, goals and strategies. The Council relies upon the Ministry of Community, Sport and Cultural Development for its human and financial resources, and works closely with the Executive Director and program area staff.

The Board consists of 15 directors, who represent the regions, cultural diversity and artistic communities of British Columbia. Board members are appointed by the Lieutenant Governor (on the recommendation of the Minister) by order in council. The Council office is a government office within the Ministry and is responsible for the day-to-day operations, communications, program and policy development/review, and administration of the Council as a whole.



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## British Columbia Arts Council Fast Facts

### Program Outcomes (Impacts)/Service Statistics:

- In 2012/13, the Arts Council received 2275 requests totalling more than \$35.9M and approved 1,033 awards totalling \$16.8 million.
- All awards are based on published programs with clear guidelines and evaluative criteria. Applications are peer-reviewed and competitively assessed.
- Council-funded programs are expected to reach more than 220 communities in 2013/14.
- Support provided contributes to the core operational or project costs of professional and community-based arts and cultural organizations throughout B.C.
- Examples include:
  - Assistance to the province's major cultural institutions such as the Vancouver Symphony, Opera, Art Gallery and Arts Club Theatre as well as regionally important cultural institutions throughout the province such as the Two Rivers Art Gallery in Prince George and the Haida Gwaii Museum in Skidegate.
  - Support for thousands of school performances in 54 school districts across B.C. including the First Nations Schools Association, Conseil Scolaire Francophone de C-B, and the Federation of Independent Schools.

### 2013/14 Priorities:

In support of the mission and core values, the Council underwent an extensive public consultation process, which resulted in the 2009-2013 BC Arts Council Strategic Plan. Council's Strategic Plan rests on the strong belief that a thriving arts and cultural community not only creates a civil society, but contributes to higher than average economic growth, community development and job creation. A thriving arts and cultural community also fosters opportunities to explore issues of heritage and cultural identity; issues that play a central role in B.C.'s cultural diversity. The Plan, which is currently under review, articulates four key goals that will guide the Council's activities for the near future:

- Foster Artistic Excellence.
- Strengthen Community Engagement.
- Support the Unique Role of Aboriginal Artists and Communities.
- Enhance Financial and Other Services.

In addition the Council will be the lead agent for \$5.25M of the recently announced Creative Futures Strategy.

**Contact:** Gillian Wood, Executive Director, Arts, Culture and the BC Arts Council,  
(250) 356-1725

## Sport Branch Program Profile

### Program Objectives:

- To increase participation in organized sport, thereby contributing to healthy, vibrant communities and families, and overall positive health, economic and social outcomes;
- To increase the number of British Columbians on national teams, and the number of medals and championships won by these athletes; and,
- To position B.C. as a sport event hosting destination, thereby contributing to sport, economic, tourism and community development across the province.

### Program Description:

Key Responsibilities and Current Programs/Projects underway:

- Facilitating quality organized sport opportunities for British Columbians, providing opportunities for athletes to excel and promote sport event hosting through the development of public policy, inter/intra governmental partnerships, performance measurement, and sport program delivery (directly or through funded agencies).
- Overseeing government's investments in key programs including KidSport (provides grants to low income children to play a season of sport); the After School Sport Initiative (helps schools provide free after-school physical literacy programs for vulnerable children and youth); the Aboriginal Sport Strategy; and sport event hosting programs.
- Managing the provincial team (Team BC) that competes at Western Canada Summer Games and Canada Games.

### Client Profile:

- British Columbians - particularly those facing barriers to sport participation (women, children, seniors, new Canadians, visible minorities, disable persons).
- Non-profit sport organizations that represent British Columbians in sport such as Provincial Sport Organizations (e.g. Gymnastics BC, BC Soccer); Multi-Sport Organizations (e.g., viaSport, the BC Games Society, the Canadian Sport Institute and Pacific Sport regional centres) and Disabled Sport Organizations (e.g. Special Olympics BC).

### Service Provider:

- Sport participation funding builds the foundation of community sport. Funding to PSOs and MSOs helps certify coaches and officials, run provincial championships, train regional, provincial and national athletes, deliver programs that introduce kids to sport and helps reduce barriers to sport participation including financial or cultural.
  - Approximately 650,000 British Columbians are members of Provincial Sport Organizations.
  - Approximately 3,500 athletes aged 55+ compete annually at the BC Seniors Games.
- Athlete development funding through the Canadian Sport Institute (previously named Canadian Sport Centre Pacific) and the regional Pacific Sport training centres and PSOs build



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the international competitive athletes that inspire all British Columbians to become more active and healthier. B.C.'s unique regional Performance Pathway is second to none in Canada. B.C. athletes excel on the national and international podium –

- B.C. has 13% of Canada's population but athletes born in B.C. or residing in B.C. contributed close to:
  - 23% of Canada's medals at the 2010 Olympics and 74% at the Paralympics.
  - 50% of Canada's medals at the recent 2012 Olympic Games and 26% at the Paralympics.
- The BC Games provide an opportunity for the development of young athletes in preparation for higher levels of competition:
  - BC Games Alumni made up 56% of Team BC competing at the 2011 Canada Winter Games.
  - Alumni won or contributed to 64% of the medals.
- Sport hosting grants to support delivery of the BC Games (which generate over \$2M in economic activity to host communities); smaller national and international events through the Hosting BC Program; and mid to large sized events that bring anywhere from \$2M (e.g. 2012 Davis Cup Canada:France) to more than \$70M (2015 Canada Winter Games in Prince George) in economic activity to the province. These events boost sport, tourism, economic and community development and leaving legacies such as new or refurbished facilities, trained volunteers, equipment and event hosting capacity.

## Sport Branch

### Fast Facts

#### Sport Participation:

- B.C. is the most active province in Canada – 60.3% of our population ages 12 and over are at least moderately active in their leisure time (2009 Canadian Community Health Survey) – the national average is 52%.
- There are approximately 650,000 members of provincial sport organizations (such as BC Amateur Hockey Association and BC Wheelchair Sports Association), and over 40,000 coaches.

#### Athlete Development

- B.C. athletes excel on the national and international podium – B.C. has 13% of Canada's population but athletes born in B.C. or residing in B.C. contributed close to 23% of Canada's medals at the 2010 Olympics and 74% at the Paralympics and 50% of Canada's medals at the 2012 Olympics and 26% at the Paralympics.

#### Sport Event Hosting

- The Ministry provided \$1M in 2012/13 for hosting events - \$500,000 of this hosting funding is available through the Hosting BC program (107 events were supported in 37 communities in 2011/12 - competitions in 54 sports) and \$500,000 for mid-sized events such as the 2011 World Bobsleigh/ Skeleton Championships in Whistler (\$0.125M) and the 2014 Special Olympics Canada Summer Games (\$0.3M).
- The BC Summer and Winter Games are held every two years in communities across the province. The 2008 Games generated \$2.6M (Kelowna Summer Games) and \$1.7M (Kimberley and Cranbrook) in direct economic activity.

#### Sport Infrastructure

- While there is no dedicated provincial funding for sport infrastructure currently in place, the Province has invested significant funding in sport infrastructure in B.C. – more than \$690M since 2005. This funding has provided \$30M for the Community Recreation Program; as well as funding for the Olympic venues, the Paralympics Training & Development Centre in Kimberley, the Charles Jago Northern Sport Centre in Prince George and the Pacific Institute for Sport Excellence in Victoria, as well as more than 70 other sport and recreation facilities across the province.

**Contact:** Margo Ross, Executive Director, Sport Branch  
(250) 356-7168



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## Community Gaming Grant Branch Program Profile

### Community Gaming Grant Branch Description:

The Community Gaming Grant Branch administers gaming grants to eligible non-profit organizations to support programs and services that benefit British Columbians and their communities. The program is a consolidation of the former direct access and bingo affiliation grant programs.

### Program Objectives:

To ensure all eligible non-profit community organizations in B.C. have fair and equitable access to gaming funds to support the delivery of programs and services that benefit their communities.

### Program Description:

- The Province allocated \$135M in funding for community gaming grants in 2012/13.
- Community gaming grant funding maximums are:
  - \$100,000 annually for organizations offering programs locally
  - up to \$225,000 for organizations offering programs regionally, and
  - \$250,000 for organizations offering province-wide programs.
- The Application Periods are as follows:

#### Arts and Culture

Apply from Feb 1 - May 31

Final notification: Aug 31

#### Sport

Apply from Feb 1 - May 31

Final notification: Aug 31

#### Public Safety

Apply from Jul 1 - Aug 31

Final notification: Nov 30

#### Environment

Apply from Jul 1 - Aug 31

Final notification: Nov 30

#### Human and Social Services

Apply from Aug 1 - Nov 30

Final notification: Feb 28

(Community Charitable Gaming Associations  
may apply from Aug 1 to Nov 30)

**Client and Stakeholder Profile:**

- Non-profit organizations with open membership and elected Boards that provide programs and services to the community (i.e., not only to their own membership), may be eligible after having delivered their programs for at least twelve months
- Types of organizations include those in the arts and culture sector, sports sector, environment sector, public safety sector, human and social services sector and Parent Advisory Councils.
- Specific intake time periods are allotted for each sector.

An organization may only apply for a grant once each year.



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**Community Gaming Grant Branch  
Fast Facts**

**Program Outcomes (Impacts)/Service Statistics**

- Approximately 5,300 community organizations received gaming grants in 2012/13

**2013/14 Priorities/Key Initiatives continue the 2012/13 priorities**

- Funding priorities in 2012/13 included:
  - Community-focused organizations (e.g., Kiwanis and Lions Club),
  - human and social services,
  - public safety,
  - arts and culture,
  - fairs, festivals and museums,
  - parent advisory councils. and
  - sports for youth and people with disabilities.
- Eligibility was restored in 2011/12 to adult arts/culture and sports programs, and animal welfare and environmental programs. A special intake period was established for these organizations to submit their applications.

**Contact:** Ursula Cowland, Community Gaming Grant Branch  
(250) 356-2975



May 22, 2013

## PROGRAM NOTE

### Program:

- **2015 FIFA (Soccer) Women's World Cup**

The Province is committing \$2 million in support of Vancouver hosting the 2015 FIFA (soccer) Women's World Cup – other host cities for the tournament are Edmonton, Montreal, Moncton, Ottawa and Winnipeg. Matches will be held at BC Place stadium over a two week period in August 2015. Dates and match locations for the tournament will be determined in April/May 2013.

The FIFA Women's World Cup 2015 is the largest single-sport women's championship and will host 24 teams from six federations.

The FIFA Women's World Cup is expected to bring substantial economic benefits to the province, surpassing the impact of the FIFA Men's U-20 World Cup Canada 2007, which held matches in both Burnaby and Victoria. That tournament saw host cities realize economic benefits of \$5 million to \$10 million each. Based on Montreal's experience in 2007, where games were hosted in a large, modern stadium like BC Place, more than 350,000 spectators are likely to attend the 2015 tournament in Vancouver and BC will see far greater economic benefits than it did in 2007. The Province will more than recoup its \$2M investment through new taxes paid by out-of-province spectators and improved operating results for PavCo – the operator of the Stadium.

The Province also supported the recent Women's Olympic Soccer Qualifier in January 2012 with \$250,000 in funding. That tournament saw Canada secure a place at the 2012 Olympic Games in London, England this summer and broke attendance records for women's CONCACAF tournaments.

The host country's team is guaranteed entry into the World Cup. The Canadian Olympic women's soccer team won Canada's first Olympic medal in soccer – a bronze at the 2012 London Olympic Summer Games. Burnaby's Christine Sinclair, winner of the 2012 Lou Marsh Trophy for best Canadian athlete, scored six goals. The team also included Coquitlam's Brittany Timko, Abbotsford's Sophie Schmidt and Maple Ridge's Karina LeBlanc. The Canadian women's national soccer team also won a gold medal at the 2011 Pan Am Games in Guadalajara, Mexico.



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The Canadian women's recent successes as well as the 2015 FIFA tournament will inspire more girls and women to play and achieve in sport.

According to participation rates (tracked by the BC Activity Reporter), soccer is the most popular and widely played sport in British Columbia. Almost 50,000 females (44% of Soccer BC's 110,975 2011/12-membership) are members of Soccer BC. This level has remained relatively stable the past five years.

For more information: FIFA Women's World Cup Canada 2015: [www.FIFA.com/Canada2015](http://www.FIFA.com/Canada2015)

**Contact:**

Program Area Contact: Bruce Wasylik 356-5003

Date Updated: May 15, 2013



May 22, 2013

## PROGRAM NOTE

### Program:

- **2015 Canada Winter Games**

Prince George and Northern BC will host the 2015 Canada Winter Games from February 13 to March 1, 2015. The Province is investing \$11 million in the Games (\$3 million capital and \$8 million operating) with the federal government matching, and the City of Prince George and Host Society are responsible for the remaining \$24 million of funding – for a total budget of \$46 million (operating and capital).

The Games will be the largest multi sport event ever to be held in Northern BC with 15,000 visitors, 3,400 athletes and coaches competing in 19 sports, 100 staff, 4,500 volunteers and 1,500 officials. The Games also include 300 media and broadcast partners and hundreds of local, provincial, regional and national sponsors and contributors.

The Games can be a catalyst for development in the north with an estimated economic impact of more than \$90 million. With the Games being broadcast nationally on TSN and RDS and streamed on line – Prince George and Northern BC will be showcased as a region to visit, live, work and invest in.

These Games have inspired the development of a northern BC sport strategy. The Branch is working closely with viaSport, PacificSport Northern BC and system partners to use the momentum in the years leading up to, during and after the Games to further develop sport in the north. This work is focused on 3 main pillars (Sport Development -testing, camps and equipment, Coach Education and Support, and Participation Programs including Aboriginal youth).

Other legacies include new and refurbished facilities, including \$16.5M for the KIN Arena Project to refurbish the existing complex to include a new building with Olympic ice surface and \$520K for the Otway Nordic Centre, which received \$417K in 2012 from the Ministry's \$30-million Community Recreation Grant program. As well as trained volunteers who can use their experience and skills for other volunteer and job-related activities.

These Games are considered a stepping-stone to national teams and international multi-sport games such as the Olympic and Paralympic Games, Pan Am and Commonwealth Games. Team BC will bring a dedicated team of 350 athletes, coaches, managers and mission staff. Team BC placed 3<sup>rd</sup> at the 2011 Canada Winter Games.

The 2015 Canada Winter Games Secretariat (currently being established) will support the Host Society to ensure the Games are delivered on time, on budget, and to standard. It will coordinate



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cross government involvement in the Games and help communicate the Province's role, interests and investment.

Provinces and Territories host Canada Games approximately every 25 years. BC hosted the 1973 Canada Summer Games (New Westminster) and 1993 Canada Summer Games (Kamloops).

The 2013 Canada Summer Games are in Sherbrooke, Quebec.

**Contact:**

Program Contact: Stu Ballantyne (CEO, Prince George Host Society)

Program Area Contact: Chris Graham 387-4386

Date Updated: May 15, 2013



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## PROGRAM NOTE

### Program:

- **After School Sport Initiative (ASSI)**

The Province's (Ministry of Community, Sport and Cultural Development) After School Sport Initiative is providing \$1 million annually for after school sport programming in selected schools, focusing on children, and youth, who typically face barriers to sport participation – such as financial, transportation, geographical, family circumstances (e.g. working parent(s), sibling care responsibilities), cultural, etc. ASSI focuses on a time period (3 to 6 p.m.) where children are typically physically inactive and/or at risk of participating in unhealthy behaviour.

This program enhances communities' abilities to deliver after school sport programs in the safety and convenience of neighbourhood schools and teaches participants sport and social skills that will help children, and youth, become healthier and more engaged in their schools and the community. While each community develops and delivers programs to fit their unique needs and resources, the Initiative focuses on training existing leaders so they can teach children the basic movement skills essential for life-long enjoyment and participation in sport.

Activities include those that teach children basic sport skills (such as running, jumping, throwing and balance, as well as those that are popular or unique - e.g. from basketball to surfing, "Ice Man Winter MultiSport Event" to hip hop dancing) – all tailored to the needs and resources of the various communities and the interests of the children.

From 2010/11 to 2012/13, selected schools in 17 communities received three years of funding – communities have entered the pilot in three phases:

Phase one – 2010/11 – 5 communities: Haida Gwaii, Prince George, Surrey, Vancouver and Victoria

Phase two – 2011/12 – 5 communities: Alert Bay, Grand Forks, Kamloops, New Hazelton, Prince Rupert

Phase three – 2012/13 – 7 communities: Chilliwack, Kitimat, Terrace, MacKenzie, Nanaimo, Port Alberni, Slokan.

More than 5,600 students in 72 schools participated in ASSI programs. In 2012/13, a three-year disability after school sport programming pilot began to expand Surrey School Districts after school programming to elementary children with disabilities.

The Public Health Agency of Canada provided \$825,000 over the three years of the program (and will extend this funding in 2013/14), while Canadian Tire Jumpstart Foundation and other



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community partners have also contributed (different partners in each community – but ranges from local government to businesses to social service groups).

Starting 2013/14, the Initiative will include a matching \$1 million annually to include arts and culture programming (from the Arts and Culture Branch) as part of the Creative Futures Strategy.

An inter-ministry committee selected the communities using various “vulnerability instruments”; school districts in these communities then selected the schools to participate.

**Contact:**

Program Area Contact: Milena Gaiga 356-5183



June 10, 2013

## **PROGRAM NOTE**

### **Program:**

- **Arts Legacy Fund (previously the Olympic Arts Fund)**

### **Background:**

#### **Program Objectives:**

- Arts Legacy Fund (ALF) “supports the creation, development or presentation of works of art at events or venues the Minister considers will provide significant exposure of those works of art” (Special Account Appropriation and Control Act).
- ALF is one of two sub-accounts of the BC Arts and Culture Endowment Fund. The other sub-account is the BC150 Cultural Fund, the proceeds of which are allocated to the BC Arts Council.

#### **Program Description:**

- The ALF is a \$20 million endowment fund, established in 2003 to “ensure that BC’s arts and cultural organizations have a role to play and are showcased as part of the 2010 Olympic and Paralympic Games.”
- In Budget 2008, the name was changed to indicate a commitment to the arts beyond the Olympics. New guidelines were created at that time.
- During 2012/13, the Minister approved 29 grants through ALF, ranging from \$2,000 to \$60,000.
- The earnings on the ALF vary on an annual basis. Annual distribution has ranged from \$350K to \$850K. The 2013/14 allocation for ALF is \$350,000. No funds have been spent to date.

### **Next steps:**

Brief the Minister on upcoming events and opportunities that meet the requirements of the legislation.

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**Contact: Lora Carroll, Senior Policy Analyst, (250) 356-7148**



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## EXECUTIVE MEMBER BIOGRAPHY

**DAVID GALBRAITH**

**ASSISTANT DEPUTY MINISTER**

**ARTS, CULTURE, GAMING GRANTS  
AND SPORT DIVISION**



David has been with the Provincial government since 1992. He has held a variety of executive level positions in a number of ministries including Finance; Environment, Lands and Parks; Tourism Sport and the Arts, Healthy Living and Sport and now Community, Sport and Cultural Development.

David is an Economics graduate of the University of Victoria.

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## PROGRAM NOTE

### Program:

- **BC Creative Communities (BCCC)**

### Background:

The BC Creative Communities Program (BCCC) was offered in winter 2013. The intent of the program was to assist arts and cultural organizations to actively engage more British Columbians in creative activities.

A limited number of one-time-only grants were made to assist non-profit community and professional arts organizations, First Nations band councils and friendship centres to work with professional artists to:

- Implement new or to expand existing targeted community engagement initiatives;
- Produce milestone anniversary celebrations; or
- Undertake cultural mapping/planning projects.

Priority was given to projects that:

- Engaged underserved groups, including rural and remote communities;
- Developed community partnerships and/or collaborations;
- Secured other sources of support.

Each application was independently reviewed multiple times, and assessed against the program criteria as outlined in the guidelines. A panel of senior Ministry staff made recommendations to Minister for final decision.

### Status:

- 228 applications were received for the BCCC program, totalling approximately \$4.0 million.
- 81 grants were disbursed, totalling \$1.134 million
- Funding for the BCCC program came from both the Sport and Arts Legacy Fund (SAL) and the Arts Legacy Fund (ALF).
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**Contact:** Lora Carroll, Senior Policy Analyst, (250) 356-7148



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## PROGRAM NOTE

### Program:

- **BC Creative Spaces (BCCS)**

### Background:

This program was developed to address the challenges faced by arts and cultural organizations in improving the physical conditions for engaging British Columbians in creative activities. Specifically, this program was for:

- the development of new spaces;
- improvements to existing facilities; or
- the acquisition of specialized equipment.

Organizations eligible to apply included non-profit community and professional arts organizations, First Nations band councils and First Nations friendship centres.

Priority was given to projects that:

- addressed a demonstrated need for capital development or acquisition;
- engaged underserved groups, including rural and remote communities;
- involved partnerships and/or collaborations;
- included environmentally-sensitive practices; and
- secured other sources of support.

Each application was independently reviewed multiple times, and assessed against the program criteria as outlined in the guidelines. A panel of senior Ministry staff reviewed and made recommendations to Minister for final decision.

### Status:

- 155 applications were received that totalled approximately \$5.2 million.
- 37 grants were recommended, totalling \$1.25 million
- Funding for the BCCS program came from the Sport and Arts Legacy Fund (SAL).
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**Contact:** Nora Cedar (250) 356-9610



May 22, 2013

## PROGRAM NOTE

### Program:

- **BC Games – Summer, Winter and Seniors**

B.C. communities host the annual BC Seniors Games, as well as the biennial BC Winter, and BC Summer Games. These events provide opportunities for B.C. athletes of all ages and abilities to participate in multi-sport Games and for B.C. communities to benefit from economic, community and sport development legacies.

The multi-sport Games are supported through \$2.24 M in annual funding. Of this, BC Summer Games' host communities receive about \$600,000 as a host community grant; BC Winter Games hosts receive \$525,000. Much of the remaining BC Games budget is for athlete transportation/accommodation and for BCG Society staff to provide event management guidance to key volunteers delivering Games. The BC Seniors Games receive \$225,000 (of the \$2.24 M) – a minimum \$85,000 goes to the host community, \$55,000 is for contracting BC Games Society to provide event management services to host communities; the remainder is for BC Seniors Games Society operational costs.

The BC Games Society reports to government as a Crown Agency. The Minister of Community, Sport and Cultural Development appoints an up to 15-member community-based board which includes a representative from the Province. The BC Seniors Games Society is an independent not-for-profit society.

### BC Summer and Winter Games:

The **BC Summer and BC Winter Games** provide opportunities for B.C. athletes (ranging in age from 10-18 with an average age of 14) to develop to the next level (Western Canada Summer Games, Canada Games and other national level competitions). Alumni include the 2012 Giro d'Italia winner Ryder Hesjedal, 2012 Olympic Bronze Medalist Brent Hayden and 2010 Olympic Gold Medalist Maelle Ricker.

**BC Summer Games (on average)** – 3,100 participants (2,400 athletes, 700 coaches, managers and officials), 2,500-3,000 volunteers, \$2.8 million economic activity (2008 Kelowna Games), 20 core sports;



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**BC Winter Games (on average)** – 1,850 participants (1,400 athletes, 450 coaches, managers and officials), 2,500 volunteers, \$1.79 million economic activity (2008 Kimberley Cranbrook Games), 18 core sports.

### BC Seniors Games:

The **BC Seniors Games** promote physical, social, and creative achievement through participation and friendly competition for British Columbians 55 years of age and older: 4,000 seniors are members of the BC Seniors Games Society – of these ~3,500 go to the BC Seniors Games (qualify at competitions held in BC Seniors Games' zones or other selection process), 1,500 volunteers, estimated \$2 million economic activity (2009 Richmond BC Seniors Games), includes about 26 activities ranging from athletics and swimming to cribbage, ice hockey and softball.

Next Games:

- 2013 BC Seniors Games, Kamloops, Aug 20-24
- 2014 BC Winter Games, Mission, Feb 20-23
- 2014 BC Summer Games, Nanaimo, July 17-20
- 2014 BC Seniors Games, Langley and Township of Langley, Sept 9-13
- 2016 BC Winter Games, Penticton
- 2016 BC Summer Games, Abbotsford
- 2018 BC Winter Games, Kamloops
- 2018 BC Summer Games, Cowichan Valley

### Contact:

Program Contact:	Kelly Mann (BC Games Society)	387-4684
	June Parsons (BC Seniors Games Society)	778-426-2940
Program Area Contact:	Sharon White	387-5651



June 10, 2013

## PROGRAM NOTE

### Program:

- **KidSport BC**

KidSport BC, established in 1993 by Sport BC, is a community based sport-funding program that provides grants (averaging close to \$200) for children 18 and under to participate in a sport season of their choice. There are 40 community chapters in BC and over 175 chapters across Canada.

Since 2006, the Province has provided more than \$2.23 million to KidSport BC.

In 2012-2013 the Province provided \$400,000 to KidSport BC and \$400,000 is planned for 2013-2014.

This funding support helps reduce financial barriers for kids by:

- 1) providing more funding so that more kids are reached (approximately 5,700 kids receive grants each year); and
- 2) helping establish or expand community chapters (the number of chapters has doubled from 20 in 2006 to 40 by 2012).

KidSport grants can be applied for through

[http://kidsportcanada.ca/index.php?page=british\\_columbia\\_bc\\_chapters](http://kidsportcanada.ca/index.php?page=british_columbia_bc_chapters)

### Contact:

Program Contact:	Pete Quevillion	604-333-3430
Program Area Contact:	Sharon White	387-5651



June 10, 2013

## PROGRAM NOTE

### Program:

- **Sport Event Hosting – Hosting BC and Major Sport Events**

The Province supports smaller international, national and provincial events through the Hosting BC program, administered by viaSport, and larger international and national events through a more informal major events program administered directly by the Ministry. For 2012/13 each program has a budget of \$500,000 for total hosting support of \$1M.

### Hosting BC:

Building on the success of the 2010 Olympic and Paralympic Winter Games and to maintain BC's exceptional reputation as a sport event destination, Hosting BC provides grants for international, national, western Canadian, provincial and regional level sport events that promote sport, economic, social and community development.

Since the inception of the Hosting BC program in 2004, nearly \$4m has been awarded to 526 events in more than 45 communities throughout the province.

Hosting BC funded 64 sport events in 25 B.C. communities in 2012/13 (1<sup>st</sup> intake). These events brought significant economic/social benefits and showcased local talent through sport and cultural festivities.

Hosting BC has two annual application periods (October 2012 & January 2013). Events must be sanctioned or endorsed by the respective provincial or national sport organization. See <http://www.hostingbc.ca/content/hosting-bc-grant-program>

Hostingbc.ca website also promotes BC community facilities and amenities, matching BC communities with national and international sport events.

### Major Events:

The 2011 Western Canada Summer Games in Kamloops brought together approximately 2,300 athletes, coaches, managers and officials from four provinces and three territories in 19 sports. The Province provided \$1.75 million to support the staging of the event with funding matched by the Host Society; the Games generated an estimated more than \$7 million in economic activity.



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The 2015 Canada Winter Games in Prince George will bring together approximately 3,600 athletes, coaches and managers from the 13 provinces and territories to compete in 20 winter sports. The Province is providing \$11M with economic impact estimated at more than \$70M (see 2015 Canada Winter Games fact sheet).

Other significant hosting efforts include (with Province's investment):

- 2012 Canada Cup of Wheelchair Rugby (\$0.75M);
- 2012 Olympic Qualifiers in women's soccer (\$0.25M);
- 2014 Special Olympics Canada Summer Games (\$1M) (see fact sheet)
- 2015 FIFA Women's World Cup (\$2M) (see fact sheet)

s13, s17

**Contact:**

Program Contact:	Moira Gookstetter	778-327-5172
Program Area Contact:	Bruce Wasylik	356-5003



June 10, 2013

## PROGRAM NOTE

### Program:

- **Sport on the Move**

Sport on the Move provides grants to provincial sport organizations and schools to help offset travel costs associated with competitions, provincial championships and training camps.

Annual funding of \$650,000 is provided.

Approximately \$200,000 of the funding will go to high schools to help athletes travel to provincial high school championships. Approximately \$450,000 will be allocated to 57 Provincial Sport Organizations (PSOs), which distribute funding to local sport groups for athlete travel based on annual priorities and needs. The Sport on the Move program annually assists roughly 180 schools (more than 80% outside of the Vancouver area) and over 3,500 athletes and coaches through funding allocated to Provincial Sport Organizations.

Sport on the Move is distributed through provincial sport organizations and viaSport.

PSO Sport on the Move funding is allocated based on membership size (with allowances to assist disability sport organization travel needs which are often more expensive). PSOs, in turn, distribute their allocation to individuals, clubs or teams – the number, size and use of grants vary based on a sport's annual priorities and needs (e.g. a PSO may decide to focus on a specific championship or age group; support provincial team travel to a competition or a training opportunity).

School Sport on the Move travel grants are distributed by viaSport for provincial high school championship and are based on team size and distance travelled.

Neither program is application based. Schools that reach provincial championships automatically qualify for a provincial grant. Athletes cannot apply individually to receive funds. Funds are allocated to secondary schools and Provincial Sport Organizations (PSOs) through pre-determined grant criteria.

### Contact:

Program Contact: Michelle Hohne 778-327-5126

Program Area Contact: Sharon White 387-5651



June 10, 2013

## PROGRAM NOTE

### Program:

- **Sports Participation Program**

The BC Sport Participation Program (BCSPP), funded by the Province and Sport Canada, provides grants to provincial and multi-sport organizations for programs that help increase participation in sport, particularly for under-represented and/or marginalized populations (low income, Aboriginal, females, disability and seniors populations).

Programs funded include Gymnastics BC's Kids CanMove, BC Wheelchair Sports' Bridging the Gap, BC Blind Sports' Community Insight, and Judo BC's Eclipse Program for At-Risk Youth.

These programs, delivered across the province, help British Columbians – particularly those who face barriers to sport participation - get their first “taste” of sport and help them learn sport skills. As well, these programs often train coaches and leaders to deliver these programs, thereby providing communities with resources for years to come.

Since it began in 2004, the BCSPP has invested close to \$6 million and captured more than 400,000 new sport participants in over 125 communities province-wide and trained more than 15,000 leaders.

In 2012/13 the Province and Sport Canada signed an additional three year contribution agreement with each partner contributing \$476,665 for an annual total of \$953,330. In 2012/13 the program supported 42 projects involving 100,000 participants and 4,000 leaders in 120 communities.

BC Sport Participation Program information is at <http://www.viasport.ca>

### Contact:

Program Contact:	Michelle Hohne	778-327-5126
Program Area Contact:	Milena Gaiga	356-5183



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## BRIEFING NOTE

### CROWN AGENCIES

**Name:** BC Arts Council (BCAC)

**Legislative Authority:**

*Arts Council Act*

**Mandate:**

An independent agency with a mission to engage all British Columbians in a healthy arts and cultural community recognized for its excellence. The British Columbia Arts Council was established by the Province in 1995 to provide: support for arts and culture in British Columbia; the opportunity for persons and organizations to participate in arts and cultural activities; and an open, accountable, and neutrally administered process for managing funds for British Columbia arts and culture.

**Current Appointees:**

Name	Position	Date First Appointed	Date of Reappointment	Term Expiry
Adams, Barbara J.	Member	2011-10-05		2013-12-31
Davies, Jackson John	Vice-Chair	2007-10-04	2012-12-31	2013-12-31
Harris, Gordon	Member	2010-10-07	2011-10-31	2013-12-31
Marchand, Lori	Member	2010-10-07	2011-10-31	2013-12-31
Watts, Connie L.	Member	2008-07-31	2012-07-31	2013-12-31
Anthony, Russell John	Member	2009-07-31	2012-07-31	2014-07-31
Hamilton, Stanley W.	Chair	2008-07-31	2012-07-31	2014-07-31
Moore, Donna A.	Member	2012-07-31		2014-07-31
Smith, Joseph M.	Member	2012-07-31		2014-07-31
Tindall, Michael W.	Member	2008-07-31	2012-07-31	2014-07-31
Beckerman, Merla	Member	2010-10-04	2012-12-31	2014-12-31
Cross, Joseph	Member	2012-12-31		2015-07-31
Molnar, Emily	Member	2012-12-31		2015-07-31

**Appointments required:**

- Appointments are made by Order in Council.
- There are no upcoming expiries within the next 90 days.



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**Issue(s):**

- 30-day issue: annual report to be submitted to the Minister no later than June 30, 2013

**Key Contact:**

Name: Gillian Wood

Title: Executive Director, Arts, Culture and BC Arts Council Branch  
Arts, Culture, Gaming Grants and Sport Division

Phone: 250-356-1725



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## BRIEFING NOTE

### INDEPENDENT AGENCY

**Name:** Creative BC Society (Creative BC)

**Mandate:**

Creative BC Society (Creative BC) was established in 2013 as an independent non-profit society under the *Society Act* by amending the constitution of FDBC Film Development Society of BC (BC Film + Media); it began operations in April 2013. This organization combines services previously offered by the BC Film Commission and BC Film + Media; it also expands the mandate to the larger creative industry sector (including interactive digital media, music, book and magazine publishing).

Creative BC administers provincial film and television tax credits; provides on-location/production support for filmmakers / TV producers; and allocates funding for international marketing and domestic content development. With funding provided by the Province of BC, Creative BC invests in the province's creative sector to meet its development needs. Funds for 2013/14 will be used to address priorities including:

- Increasing support for the development of B.C. originated film and television content.
- Extending program support to its expanded client base in publishing, music and interactive content development.
- Marketing the province as an attractive destination for business investment and a desirable filming location; improving international market access for BC companies.

Over the next twelve months, Creative BC will work with BC's creative industries to develop a strategic approach to capitalizing on the sector's strengths and identifying opportunities for future growth.

Financial Information (high level): The province provides 2.2 M in funding. An additional 1.2 M is received from administering film tax credit applications and investment income.

	2013/2014	2014/2015	2015/2016
	Budget (\$millions)		
Revenue	3.4	3.4	3.4
Expenses	3.4	3.4	3.4
Net income (loss)	0	0	0



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**Current Board:**

- Michael Francis, Chair
- Colin Browne, Vice Chair
- Shan Tam
- Gordon Esau
- Brigitte Porches
- Gerry Rutherford
- Nini Baird

**Appointment Status:**

- The Province of BC may appoint two directors to the Board of Creative BC.

**Issue(s):**

- N/A

**Key Contact:**

Name: Gillian Wood

Title: Executive Director, Arts, Culture and BC Arts Council Branch  
Arts, Culture, Gaming Grants and Sport Division

Phone: 250-356-1725



May 22, 2013

## **BRIEFING NOTE**

### **INDEPENDENT AGENCY**

**Name:** viaSport British Columbia Society (viaSport)

**Mandate:**

viaSport was established in 2013 as an independent non-profit society under the *Society Act*. The organization operates as an umbrella organization that represents all provincially-focussed organized sport organizations across the province (roughly 70 organizations). This ensures a unified approach to delivering sport across the province and provides the sector one window into government and vice versa.

viaSport was created out of a sector led consultation and self-assessment process led by the BC Sport Agency (established in 2011) that identified simplification as its key goal: “We will simplify the sport sector in a new consolidated delivery model to deliver inclusive, efficient and effective sport programs and services”.

As a result of the review, ten separate sport organizations (including the BC Sport Agency, Sport BC, Coaches BC, BC Athlete Voice and proMOTION Plus), have been consolidated within viaSport which has created administrative savings and eliminated duplication of roles and responsibilities.

viaSport is government’s primary funding partner and is responsible for ensuring government objectives are obtained. Funds for 2013/14 (estimated at roughly \$18 million) will be used to address priorities including:

- Sport Participation – increasing the number of British Columbians active in sport.
- High Performance – maintaining programming with British Columbia that helps develop both British Columbia’s and Canada’s top athletes.
- Event Hosting – support economic and community development through sport event hosting.

**Current Board:**

viaSport is in the process of reviewing applications (for 3 additional members) for its board which currently consists of three inaugural members:

- Cathy Priestner Allinger, Acting Board Chair
- Lauren Woolstencroft, viaSport Board Member
- Sheila Bouman, viaSport Board Member



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**Appointment Status:**

- The Province of BC may appoint up to three directors to the Board but not more than 25% of the total board. To date no provincial members have been nominated by government.

**Key Contact:**

Name: Margo Ross

Title: Executive Director, Sport Branch  
Arts, Culture, Gaming Grants and Sport Division

Phone: 250-356-7168



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## **BRIEFING NOTE CROWN CORPORATIONS**

**Name:** BC Games Society (BCGS)

**Mandate:**

The BC Games Society (BCGS) was established as a non-profit society under the *Society Act* with a mandate to oversee provincial competitive sport events that will serve as preparation for higher-level competition and provide opportunities for participation and community development. BCGS staff works with volunteers from Host Communities and officials from provincial sport organizations to stage two multi-sport events (a BC Summer and a BC Winter Games), each on a two-year cycle.

BCGS also provides, under a service contract, event management support to the BC Seniors Games Society (an independent non-profit Society) and through a Sport Branch Transfer Under Agreement administers Team BC operations (the provincial team competing at Canada Games and Western Canada Summer Games).

Current Appointees:

<b>Name</b>	<b>Position</b>	<b>Date First Appointed</b>	<b>Date of Reappointment</b>	<b>Term Expiry</b>
Archibald, Susan	Member	2011-03-19		2014-01-31
Choi, Jamie NY	Member	2010-01-31		2014-01-31
Gookstetter, Moira	Member	2011-01-31	2012-01-31	2014-01-31
Loukes, Wade	Northern Games Society	2010-03-17	2013-01-31	2014-01-31
McCloskey, Renee	Member	2008-03-06	2012-03-06	2014-01-31
Priestner Allinger, Cathy	Chair	2009-12-10		2014-01-31
White, Sharon	Member	2001-12-18	2010-01-31	2014-01-31
Mihalcheon, Donna	Member	2013-01-29		2014-12-31
Brodsgaard, Kjeld	Member	2011-01-31	2013-01-31	2015-01-31
McCorkell, Byron	Member	2011-01-31	2013-01-31	2015-01-31
Bock, Susan E.	Member	2010-01-31	2013-01-31	2016-01-31



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**Financial Information (high level):**

	2013/2014	2014/2015	2015/2016
	<b>Budget (\$millions)</b>		
<b>Revenue</b>	2.348	2.463	2.552
<b>Expenses</b>	2.348	2.463	2.552
<b>Net income (loss)</b>	0	0	0

**Issues:**

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

**Appointment Status:**

- Appointments are made by Ministerial Order.
- There are no upcoming expiries within the next 90 days.



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## BRIEFING NOTE

### CROWN CORPORATIONS

**Name:** Provincial Capital Commission (PCC)

**Mandate:**

The Provincial Capital Commission (PCC) was established in 1956 by the *Capital Commission Act*. Its mandate is to connect and celebrate the capital with all British Columbians.

The core business of the PCC includes the delivery of outreach and engagement programs that connect and celebrate the capital with all British Columbians, and the stewardship and management of heritage, Inner Harbour and open space properties.

The PCC holds extensive property holding in the Capital region which includes heritage buildings, parks and greenspace, and several other properties in Victoria's inner harbour. Revenue from its property holdings finances PCC operations including the province-wide outreach programs. PCC has been provided direction to work with Shared Services BC related to divestiture of non-core properties.

Current Appointees:

Name	Position	Date First Appointed	Date of Reappointment	Term Expiry
Annis, Linda	Member	2012-06-18		2014-06-30
Everett, David R.	Chair	2008-12-18	2012-06-18	2014-06-30
Lippert, K. Wayne	Member	2012-06-18		2014-06-30
Norton, William E.	Member	2012-06-18		2014-06-30
Bennett, Birgit	Member	2012-06-18		2015-06-30
Murray, Dennis T.R.	Member	2012-06-18		2015-06-30
Skoglund, Diana	Member	2012-06-18		2015-06-30



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**Financial Information (high level):**

	2013/2014	2014/2015	2015/2016
	<b>Budget (\$millions)</b>		
<b>Revenue</b>	3.400	3.450	3.500
<b>Expenses</b>	3.370	3.420	3.470
<b>Net income (loss)</b>	0.300	0.300	0.300
<b>Retained Earnings</b>	0.700	0.850	1.000
<b>Debt (see note)</b>	0	0	0

Note: The *Capital Commission Act* does not provide for borrowing authority.

**Issues:**

- **30 day issue:** annual service plan report will require minister's approval in June 2013.
- For Information: In January 2013 the PCC was requested to provide a submission for Budget 2014 for the replacement of the Belleville ferry dock. **See Major Issues for 30 Day (for information only) Issue Note on Victoria Inner harbour Plans.**

**Appointment Status:**

- Appointments are made by Order in Council.
- There are no upcoming expiries within the next 90 days.



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## BRIEFING NOTE

### CROWN CORPORATIONS

**Name:** Royal British Columbia Museum (RBCM)

**Mandate:**

The Royal BC Museum (RBCM) was established as a Crown Corporation in 2003 under the *Museum Act*. Its mandate is to:

- Develop and preserve collections for current and future generations.
- Share the natural history and human story of British Columbia with the world through the physical environs of the RBCM site, regional programs and internet access to the collections and archives.
- Support education through the provision of materials, programs and complimentary student admissions.
- Support research through projects by providing access to the collections and archives.
- Manage the archival records of the government of British Columbia.

The RBCM also contributes to the provincial economy as a tourism destination of choice.

Current Appointees:

Name	Position	Date First Appointed	Date of Reappointment	Term Expiry
Vandenberg, Margaret	Director	2007-06-18	2010-06-18	2013-06-18
Williams, John	Chair	2010-06-30	2011-06-30	2013-06-30
Lee, Graham S.	Director	2009-12-15	2012-12-31	2013-12-31
Sanatani, Suromitra	Director	2012-03-31		2013-12-31
Wesley, Angela G.	Director	2012-03-31		2013-12-31
Knott, Susan	Director	2010-06-30	2011-06-30	2014-06-30



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Name	Position	Date First Appointed	Date of Reappointment	Term Expiry
Corbett, Daphne	Director	2011-07-08		2014-07-31
Kennedy, M. Lynne	Director	2011-07-08	2011-07-08	2014-07-31
Segarty, Terry	Director	2011-07-08	2011-07-08	2014-07-31
Adams, David	Director	2012-11-08		2015-12-31
Evans, Garth	Director	2012-11-08		2015-12-31

#### Financial Information (high level):

	2013/2014	2014/2015	2015/2016
	Budget (\$millions)		
Revenue	19.364	19.533	19.636
Expenses	19.258	19.732	19.535
Net income (loss)	.106	.101	.101
Debt	0	0	0
Retained Earnings	12.972	13.073	13.174

#### Issues:

- **30 day issue:** Royal BC Museum Grant in Lieu OIC - The Province reimburses the museum for taxes to the City of Victoria – final tax amount cannot be finalized until May and must be in place by June 30 (2012 grant \$650k).
- **30 day issue:** annual service plan report will require minister's approval in June 2013.
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#### Appointment Status:

- **30 day expiries June 18, 2013 (Vandenberg) and June 30, 2013 (Williams – Chair).**
- Appointments made by Order in Council.



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## ISSUE NOTE

### Celebration of Lights – Funding Request

#### Issue:

- Honda Celebration of Lights (COL) is the Vancouver Firework Festival Society's (VFFS) annual off-shore fireworks competition. VFFS has requested \$150,000 to produce the 2013 festival. COL takes place on July 27, July 31, and August 3<sup>rd</sup>.

#### Background:

- According to VFFS, COL is Vancouver's biggest event and also the largest offshore fireworks competition in the world, attracting up to 400,000 spectators along English Bay each evening.
- The 2013 competition features:
  - *July 27* United Kingdom featuring the skills of Pyro 2000.
  - *July 31* Canada and Calgary based Fireworks Spectaculars
  - *August 3* Thailand Fireworks
- Since 2009, COL has also included SHOREfest, a free community concert series.

- **History of Provincial Funding:**

Fiscal Year - Event Year	Amount	Source
2006/07	\$60,000	Gaming
2007/08	Unknown	Tourism BC
2008/09 – 2008 event	\$175,000	BC150
2009/10 – 2009 event	Event was cancelled in 2009 due to insufficient sponsorship, and then reinstated with three new sponsors. No provincial funding was provided through Tourism, Gaming or Arts and Culture.	
2010/11 – 2010 event	\$150,000	CSCD– Sport and Arts Legacy Fund
2011/12 – 2011 event	\$125,000	CSCD – Sport and Arts Legacy Fund
2012/13 – 2012 event	\$150,000	CSCD – Sport and Arts Legacy Fund

- Since 2010/11, COL was funded by CSCD.
- Funding for these types of events can come from the Arts Legacy Fund (ALF), community gaming grants or the Arts and Culture sections budget.
- ALF is established in legislation to “support the creation, development or presentation of works of art at events or venues the minister considers will provide significant exposure of those works of art” (*Special Account Appropriation and Control Act, section 9*).



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- Only the interest on the endowment is distributed. MCSCD receives an appropriation based on the forecast interest. In 2013/14, the allocation is \$350,000.
- There are a number of annual grants from this fund that total approximately \$85,000. The remaining \$265,000 is used to provide one-time funding to arts and culture projects that meet the legislation. s13

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- Gaming grants are normally on an application basis by local community groups. s13

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#### Decision required:

- **30 day issue.**
- **Amount and source of funding for 2013 Celebration of Light.**



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## ISSUE NOTE

### Issue:

- City of Victoria's interests regarding the Belleville Ferry Dock, Victoria's Pathway Project and Inner Harbour Development.

### Background:

- Victoria has long-held the redevelopment of the Inner Harbour as a key economic and community goal.
- Redevelopment requires the cooperation of a multitude of landowners, including the federal, provincial and municipal governments s13
- The Provincial Capital Commission owns several key properties in Victoria's Harbour, including the Belleville Marine Terminal, Ship's Point (that includes the Tourism Victoria building), Wharf Street Parking Lot, and Reeson Park. These properties have strategic impact in any redevelopment plans of Victoria's Inner Harbour.

### City of Victoria Pathway Project

- Victoria has announced plans for a waterfront pathway providing five kilometres of continuous waterfront access from Odgen Point (James Bay) to Rock Bay (Victoria West). David Foster Way includes 11 special sites designated for improvements, envisioned to be partnerships with the community. The project is visionary in nature, and would need the cooperation of landowners and additional funding prior to moving forward on plans.
- Several of these 11 special sites are either adjacent to or on land owned by the Provincial Capital Commission (PCC) or the Province.
- The City has estimated the total costs for the project to be \$33 to 40 million. s13, s17

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### Provincial Capital Commission (PCC) – Belleville Ferry Dock Replacement

- The Belleville Marine Terminal (Belleville Terminal) is an international gateway linking Washington State and Victoria. The M.V. Coho can accommodate 1,000 passengers and 120 vehicles on any one sailing. According to a 2006 study, it ferries more than 400,000



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passengers and 120,000 vehicles and brings \$123M into the Victoria economy annually. The company estimates the economic impact of the M.V. Coho to be \$160M annually, accounting for about 60 per cent of total visitor entries to the Inner Harbour.

- The western parcel containing the terminal facility for the Victoria Clipper was divested from the federal government to the PCC in December 2001, along with \$1.5M cash, as part of the port divestiture process. PCC has approximately \$0.5M remaining for eligible expenses to operate the port facility. These will be expended by March 31, 2014.
- The PCC 2010 capital plan identified key medium/long term requirements including future replacement of aging infrastructure on PCC inner harbour properties. A July 2012 engineering update (original was January 2009) on the aging timber wharf, gauged the remaining service life as now less than seven years. Even to achieve this threshold, the PCC will endure up to \$1M in maintenance costs in each of the last two years of service life. Notional estimates to replace the aging wooden ferry wharf with a 40 year structure is \$10M.
- The current Blackball Ferry lease is based on the extension options from the arrangement transferred from Transport Canada as part of the divestiture expires in June 2014. s13, s17  
s13, s17 The PCC in partnership with Shared Service BC on negotiations for a new long-term lease arrangement for beyond 2014.
- s13, s17

#### Victoria's plans for Inner Harbour Development

- The City has approached the Province regarding plans to initiate consultation on Inner Harbour Development.
- There have been a multitude of planning exercises over the years, the most recent being specific to the Belleville Terminal Redevelopment. In August 2007, the (City of Victoria) Mayor's Belleville Terminal Task Force released their report, "The Vision for Belleville". The report laid out a number of concepts and illustrations to redevelop and revitalize the site, and included a recommendation that a vehicle-carrying ferry was not considered appropriate at the site beyond the short term. The report received positive responses related to moving forward on redevelopment and revitalization of the site. Concerns were expressed related to the potential loss of the ferry, and the possible introduction of a hotel being in conflict with a "working harbour".
- The City of Victoria, as the jurisdiction with local land use and zoning control, has continued to engage citizens on future use of waterfront land.



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**Decision required:**

- **30 day issue for information.**
- This waterfront pathway project has attracted significant local attention with media coverage of announcing the project and initial funding contributions from private donors (David Foster, Vancity Credit Union).

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## ISSUE NOTE

### Amateur Combat Sports - Sanctioning of Events

#### Issue:

- Designation of amateur combat sports and amateur combat sport organizations for the purpose of sanctioning amateur combat sport events in B.C.

#### Background:

- Currently, under Section 83 of the Criminal Code of Canada, “prize fighting” is prohibited. One of the exceptions is a “boxing contest between amateur sportsmen, where the contestants wear boxing gloves of not less than one hundred and forty grams each in mass or any boxing contest held with the permission or under the authority of an athletic board or commission or similar body established by or under the authority of the legislature of a province for the control of sport within the province.”
- Boxing BC, a provincial sport organization (PSO) approved by the Province regulates most boxing matches in B.C. Other amateur combat sports and their contests (e.g. karate, kickboxing, judo, mixed martial arts) are not regulated at the federal or provincial level at present.
- In the Summer of 2012, a Private Members Bill (S-209) to amend the Criminal Code was approved in the federal Senate. This Bill amends the Criminal Code to “allow a contest between amateur athletes in a combative sport with fists, hands or feet held in a province if the sport is on the programme of the International Olympic Committee or the International Paralympic Committee and, in the case where the province’s lieutenant governor in council or any other person or body specified by him or her requires it, the contest is held with their permission”. It also permits a “contest between amateur athletes in a combative sport with fists, hands or feet held in a province with the permission of the province’s lieutenant governor in council or any other person or body specified by him or her”.
- The Bill was passed by the Senate and introduced in the House of Commons on October 18, 2012. The bill has received second reading and received the first hour of debate at third reading on May 6, 2013. There is a strong possibility it will be passed and received Royal Assent in June, 2013.
- If passed, amateur combat sport events in B.C. will now only be permitted if approved by the Province through one of two possible means:



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- The Province can designate, with Cabinet approval, amateur combat sports where events can take place without regulation and supervision from a PSO or other body.
- Alternatively, the Province can designate, with Cabinet approval, amateur combat sports where events can take place but only with a regulation and supervision from a sanctioning body or PSO designated by the Province. In such cases the Order in Council will also need to specify the unique sanctioning body for each sport. Most likely all sanctioning bodies in B.C. will be PSOs.
- Events will not be lawful where the Province does not designate a sport under one of these two provisions.
- The Province is currently working with viaSport and a consultant to identify the sports to be designated under each of the provisions of Bill S-209. Most likely sports with established PSOs will see those PSOs designated as sanctioning bodies for events in their sports. Where PSOs are less established, but where there are no obvious safety issues, the sport will likely be designated as not requiring regulatory oversight for events.
- Professional boxing and mixed martial arts events are regulated under the Athletic Commissioner Act and the BC Athletic Commissioner, starting May 30, 2013. Other professional combat sports are not regulated at this time.

#### Decision required:

- **This is a 60 day issue.**
- **Within 60 days it is likely the province will need to approve an OIC designating amateur combat sports where events can take place without a license, and amateur combat sports where a license will be required for events. For each of the latter set of sports, a unique sanctioning body (most likely a PSO) will also need to be designated.**



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## ISSUE NOTE

### Issue:

### Federal Provincial Territorial Culture and Heritage (FPTCH)

### Background:

- Since 2003, FPTCH Ministers have met annually to advance common goals. FPTCH has addressed cultural diversity, cultural engagement, new technologies, historic place conservation, and heritage and cultural tourism.
- The last time a BC Minister attended was in 2010 in St. John's, Newfoundland. At the 2012 meeting in Winnipeg, staff from BC provided a presentation on Heritage Conservation and Environmental Sustainability to Ministers.
- The 2013 Ministers meeting is being hosted in Iqaluit, Nunavut, the week of August 12, 2013.
- Gillian Wood (Ministry of Community, Sport and Cultural Development's Executive Director of Arts, Culture and BC Arts Council (ACBCAC) and Jennifer Iredale (FLNRO's Director of Heritage) currently co-chair at the Executive Director level at the FPTCH table for BC.
- Lora Carroll, Senior Policy Analyst, ACBCAC, sits on the working groups for the Creative Economy and the Cultural Statistics Satellite project.
- Jennifer Iredale co-chairs two working groups at the FPTCH table including 'Cultural Engagement' and 'Heritage and Environmental Sustainability'
- At the FPTCH Minister's meeting in September 2012, Deputy Ministers directed Directors to develop formal proposals for the following projects to be submitted for endorsement. Funding was approved at the DM call March 22 for 2013/14 for the following initiatives as well as for Cultural Satellite Account and Creative Economy Working Group.
  - Document effective incentives that stimulate private sector investment into the cultural and heritage sector.
  - Discuss initiatives to encourage youth engagement in arts and heritage.
  - Collaborate on the development of information and materials to increase understanding of the environmental benefits of heritage conservation.
- For fiscal year 2013/14, BC paid \$32,100 (10%) with ACBCAC providing \$16,000 for the Cultural Satellite Account and Heritage paying \$16,100 for the other activities.
- FPTCH secretariat has requested PT's provide information on issues of interest that could be raised at the Ministers meeting and make a decision on who will attend the Ministers meeting.

### Decision required:

- **60 day issue**
- **Minister responsible for Heritage and Minister responsible for Culture to decide who is to attend the FPTCH Ministers meeting.**



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## ISSUE NOTE

### Issue:

- **Federal-Provincial/Territorial Sport Committees (FPT Sport)**

### Background:

- The federal government and provincial/territorial governments work together on a broad range of sport issues, including sport participation, sport safety, competitive sport (including Canada Games issues) and major sport event hosting.
- Committees exist at the Minister, Deputy Minister and officials levels – the latter committee is called SPARC – the Sport, Physical Activity and Recreation Committee. Comprised of Executive Director/Director representatives (BC – Doug Wrean, Director – Sport Services) this group is wider than sport as the name suggests.
- Underneath SPARC sit two working committees – F-P/T Sport Committee, and the Physical Activity and Recreation Council (PARC). BC and Alberta share seats on both these groups – BC is currently on PARC (Sharon White, Sport Consultant), but not on the F-P/T Sport Committee. Because physical activity and recreation are part of the mandate of the Ministry of Health extensive consultation takes place between Sport Branch and the Ministry of Health (Matt Hermann).
- Ministers meet three times every four years (at Canada Summer and Winter Games, and in the interval between a Winter Games and the following Summer Games (Canada Games take place every two years in odd-numbered years, alternating Summer and Winter Games).
- The last Minister's meeting was in Inuvik, NWT in the spring of 2012. BC was represented by DM Don Fast. Primarily for logistical reasons very few Ministers attended this meeting, which was not associated with a Canada Games.
- The next Ministers Meeting will be held at the 2013 Canada Summer Games in Sherbrooke, Quebec on August 1<sup>st</sup> and 2<sup>nd</sup>, 2013. As with Minister's Meetings at Canada Games it is expected that all or virtually all Ministers will attend in-person. Minister Stephanie Cadieux attended the Minister's Meeting at the 2011 Canada Winter Games in Halifax, Nova Scotia.
- BC is hosting the 2015 Canada Winter Games in Prince George and therefore the associated Minister's Meeting.
- As the Future Host province, BC will have additional obligations at the Sherbrooke Games, including transfer of knowledge sessions with the Government of Quebec, Canada Games Council and Sherbrooke Host Society, co-hosting (with the Prince George Host Society and City of Prince George) a reception on August 16<sup>th</sup> (the night before the Closing Ceremonies of the Games) and attending the Closing Ceremonies to accept the Canada Games Flag, a role often assumed by the Premier of the Future Host Province/Territory.
- Deputy Ministers - Sport generally meet 3 – 4 times a year, with one meeting being in-person. BC generally attends all of these meeting (including in-person) by telephone and



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advocates for greater use of teleconferencing and videoconferencing to save time and costs. An in-person meeting is scheduled for July 5, 2013 in Toronto.

- Officials (SPARC) meetings take place 5 – 6 times a year, with two in person meetings. BC, again, generally attends all these meetings by telephone. Officials are meeting in Toronto on July 3 and 4 (just prior to the Deputy Ministers Meeting on July 5<sup>th</sup>).
- Currently the primary focus at all FPT – Sport Committees is implementation of the 2012 Canadian Sport Policy, which was approved at the Minister's Meeting in Inuvik in 2012. Other issues include establishing measurable outcomes for the Canada Games, body-checking/risk of concussions in youth hockey, and regulation of combative sports (including Mixed Martial Arts).
- BC's dues to support SPARC have been in the range of \$75 - \$80 K the last few fiscal years.

#### Decision required:

- **60 day issue**
- **Minister responsible for Sport to confirm attendance at the FPT Sport Minister's Meeting in Sherbrooke, Quebec (August 1 and 2, 2013) and, in consultation with the PMO, to identify who from BC will attend the Closing Ceremonies in Sherbrooke on August 17<sup>th</sup>, 2013, to accept the Canada Games Flag.**



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## ISSUE NOTE

### Potential Minister/Premier Attendance at the 2013 Canada Summer Games/Ministers Conference in Sherbrooke, Quebec (August 2013)

#### Issue:

- BC has additional official obligations at the Sherbrooke Games because it is the Future Host Province – the 2015 Canada Winter Games will take place in Prince George in February 2015. Ideally the Minister would attend the Minister's Conference/Opening Ceremonies (August 1<sup>st</sup> and 2<sup>nd</sup>) and the Premier or another senior elected official would attend the Closing Ceremonies on August 17<sup>th</sup>.

#### Background:

- Canada Games are a major multi-sport festival taking place every two years (odd numbered years) alternating Summer and Winter Games. BC will be sending 425 athletes and coaches to the 2013 Canada Summer Games in Sherbrooke Quebec (August 2<sup>nd</sup> to 17<sup>th</sup>) under the banner of Team BC.
- The next Ministers Conference (Sport) will be held in Sherbrooke on August 1<sup>st</sup> and 2<sup>nd</sup>, 2013, just prior to the start of the Summer Games. At the last Ministers Conference (Sport) held in conjunction with a Games (the 2011 Canada Winter Games in Halifax, Nova Scotia) all Ministers (Sport) attended in person. Since BC is hosting the 2015 Canada Winter Games in Prince George it will be hosting the associated Ministers Conference.
- As the Future Host province, BC will have additional obligations at the Sherbrooke Games, including co-hosting (with the Prince George Host Society and City of Prince George) a reception on August 16<sup>th</sup> (the night before the Closing Ceremonies) and attending the Closing Ceremonies to accept the Canada Games Flag. This latter role is often assumed by the Premier of the Future Host Province/Territory or another senior elected official.

#### Decision required:

- **This is a 30 day issue (end of June). It takes time to put VIP accreditation in place and therefore it is important to advise the Sherbrooke Host Society and the Minister's Conference Secretariat of attendees (elected officials, ministry staff) for the Ministers Conference and Opening/Closing Ceremonies in this time frame.**



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## ISSUE NOTE

### America's Masters Games (2014 TAM) – Potential Provincial Funding

#### Issue:

- A group of stakeholders, including the Vancouver Destination Hotel Association (VDHA), the BC Pavilion Corporation (PavCo) and Tourism Vancouver are advancing the idea of Vancouver hosting the inaugural set of the America's Masters Games in 2014 and are

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#### Background:

- 2014 TAM would be a regional version of the World Masters Games (WMG) which has been held successfully in a number of jurisdictions including Edmonton in 2005 and Sydney, Australia in 2009. Future sites include Torino, Italy in 2013 and Auckland, New Zealand in 2017.

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- 2014 TAM would be an open competition allowing athletes from 25 years of age and up (but averaging 50 years of age) to compete in a wide variety of sports. Participants would not have to qualify to compete s13 and stay in the host city/surrounding area for more than a week, giving the event the potential to generate significant economic benefit.

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Decision required:

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## ISSUE NOTE

### Issue:

- **RBCM Capital Plans**

### Background:

- RBCM has completed a functional assessment for their facility to look at their current condition, and examine long term programming needs.
- More recently, they have engaged an architect to complete a master plan for the museum to look at the needs of the museum and archives, the protection and preservation of the collections and archives, and future needs.

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### Decision required:

- **90 day issue**
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## ISSUE NOTE

### Issue:

- **Agencies, Boards and Commissions Annual Reporting Requirements**

### Background:

- CSCD has oversight of twelve agencies, boards, independent offices and Crown Corporations. Each of these organizations has annual reporting requirements as set out in the table below.

### Decision required: None

- **30 Day Issue:** Thee Crown agencies (BC Games Society, Royal BC Museum and the Provincial Capital Commission need to submit their Annual Reports to the Minister (or Minister's designate) for review no later than June 7, 2013.
- BC Arts Council is required to submit annual report to the Minister no more than 90 days after fiscal year end (anticipate this report in mid-June 2013)

Agency, Board or Commission	Division	Report Type	Action Required	Deadline
Board of Examiners (BoE)	Local Govt	Annual Report	Submitted to the Minister	No legislated deadline. Historically BoE has provided the report in April of each year
Islands Trust Fund Board (ITFB)	Local Govt	Annual Report	Minister Review and tabling	No legislated deadline. Historically ITFB has provided the report in December of each year



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Agency, Board or Commission	Division	Report Type	Action Required	Deadline
Property Assessment Appeal Board (PAAB)	Local Govt	Annual Report	Minister Review and tabling	No legislated deadline. Historically PAAB has provided the report in April of each year
Property Assessment Review Panel (PARP)	Local Govt	Not required	N/A	N/A
BC Assessment Authority (BCA) (CROWN)	Local Govt	Annual Report	Submitted to the Minister for review	Specific dates assigned by CARO for each reporting year
		Service Plan		Specific dates assigned by CARO for each reporting year
BC Arts Council (BCAC)	Arts, Culture, Gaming Grants and Sport	Annual Report	Submitted to the Minister for tabling	Within 90 days of fiscal year end (By end of June each year)
Creative BC (Independent Office)	Arts, Culture, Gaming Grants and Sport			
Provincial Athletic Commissioner (Independent Office)	Integrated Policy and Legislation	N/A	N/A	N/A



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Agency, Board or Commission	Division	Report Type	Action Required	Deadline
BC Games Society (BCGS) (CROWN)	Arts, Culture, Gaming Grants and Sport	Annual Report	Submitted to the Minister for tabling	Specific dates assigned by CARO for each reporting year
		Service Plan	Submitted to the Minister for review	Specific deadlines assigned by CARO for each reporting year.
Provincial Capital Commission (PCC) (CROWN)	Arts, Culture, Gaming Grants and Sport	Annual Report	Submitted to the Minister for review	Specific dates assigned by CARO for each reporting year
		Service Plan	Submitted to the Minister for review	Specific deadlines assigned by CARO for each reporting year.
Royal BC Museum (RBCM) (CROWN)	Arts, Culture, Gaming Grants and Sport	Annual Report	Submitted to the Minister for tabling	Specific dates assigned by CARO for each reporting year
Auditor General for Local Government (Independent Office)	Integrated Policy and Legislation	Annual Service Plan	Submitted to the Minister for review	As soon as practicable following the end of the fiscal year

## Community, Sport and Cultural Development Stakeholder List Updated May 2013

Organization	Contact	Address	Phone	Fax	Email/Website
<b>Local Government and Property Assessment Services</b>					
Asset Management BC (AM BC)	David Allen, Co-Chair  Andy Wardell, Co-Chair  Wally Wells, Executive Director	2303-154 Promenade Drive Nanaimo, BC V9R 6Y3	(250) 741-9887	None	<a href="mailto:info@assetmanagementbc.ca">info@assetmanagementbc.ca</a>  <a href="http://www.assetmanagementbc.ca/">www.assetmanagementbc.ca/</a>
Audit Council (for the Auditor General for Local Government)	Antonio Ariganello Chair		Work: (604) 605-5006 Home: s22 s22 Cell: s17 s17		<a href="mailto:aariganello@cga-canada.org">aariganello@cga-canada.org</a>
Auditor General for Local Government (AGLG)	Basia Ruta AGLG	201-10470 152nd Street Surrey, BC V3R 0Y3	(604) 930-7100 Cell: s17 s17		<a href="mailto:Basia.Ruta@aglg.ca">mailto:Basia.Ruta@aglg.ca</a>  <a href="http://www.aglg.ca/">www.aglg.ca/</a>
Board of Examiners	Gary Paget Chair	4 <sup>th</sup> Floor – 800 Johnson Street Victoria, BC V8W 9T1	(250) 953-4129		<a href="mailto:Gary.Paget@gov.bc.ca">Gary.Paget@gov.bc.ca</a>
BC Business Council	Greg D'Avignon President & CEO  Tom Syer Vice President, Policy and Communications Executive Vice President & Chief Policy Officer Jock Finlayson	810-1050 West Pender Street Vancouver, BC V6E 3S7	(604) 684-3384	1 (888) 488-5376	<a href="mailto:Info@bccbc.com">Info@bccbc.com</a> <a href="mailto:tom.syer@bccbc.com">tom.syer@bccbc.com</a>  <a href="http://www.bccbc.com">www.bccbc.com</a>  <a href="mailto:jock.finlayson@bccbc.com">jock.finlayson@bccbc.com</a>

Organization	Contact	Address	Phone	Fax	Email/Website
BC Chamber of Commerce	John Winter, President & CEO  Jon Garson, Vice President	1201-750 West Pender Street Vancouver, BC V6C 2T8	(604) 638-8110 (604) 638-8113	(604) 376-3577	<a href="mailto:jwinter@bccchamber.org">jwinter@bccchamber.org</a> <a href="mailto:JGarson@bccchamber.org">JGarson@bccchamber.org</a>  <a href="http://www.bcchamber.org">www.bcchamber.org</a>
British Columbia Assessment (BCA)	Judy Rogers Chair  Connie Fair CEO	3450 Uptown Blvd. Victoria, BC V8T 4Y2	(250) 595-6211	(250) 595-2261	<a href="mailto:Judy.Rogers@bcassessment.ca">Judy.Rogers@bcassessment.ca</a> <a href="mailto:Connie.Fair@bcassessment.bc.ca">Connie.Fair@bcassessment.bc.ca</a> <a href="http://www.bcassessment.bc.ca">www.bcassessment.bc.ca</a>
Canadian Property Tax Association	Paul Sullivan Chair	2nd Fl. 602 W. Hastings St. Vancouver V6B 1P2	(604)331-7300	(604) 689-0538	<a href="mailto:psullivan@bcappraisers.com">psullivan@bcappraisers.com</a>
Vancouver Fair Tax Coalition	Leonard Schein Co – Chair  Norm Stickelmann Co-Chair	#210 – 1501 West Broadway Vancouver V6J 4Z6	(604)734-3195		<a href="mailto:info@fairtaxcoalition.com">info@fairtaxcoalition.com</a>
BC Wharf Operators Association	Bob Wilds, Exec. Dir.	c/o 15 Mountain Hwy North Vancouver V7J 2J9	(604) 306-3010		<a href="http://bcwharfoperators.ca/">http://bcwharfoperators.ca/</a>
Tourism Industry Association of BC (Formerly the Council of Tourism Associations)	Lana Denoni Chair	349 West Georgia St. PO Box 3636 Vancouver, BC V6B 3Y8	604-685-5956	604-685-5915	<a href="http://www.tiabc.ca">http://www.tiabc.ca</a>  <a href="mailto:info@tiabc.ca">info@tiabc.ca</a>
BC Hotel Association	James Chase CEO	200 – 948 Howe St. Vancouver V6Z 1N9	604-681-7164	604-681-7649	<a href="http://www.bchotelassociation.com">www.bchotelassociation.com</a>
Vancouver Board of Trade	Iain Black President and CEO	Suite 400, 999 Canada Place Vancouver V6C 3E1	(604) 681-2111		<a href="mailto:contactus@boardoftrade.com">contactus@boardoftrade.com</a>

Organization	Contact	Address	Phone	Fax	Email/Website
British Columbia Real Estate Association (BCREA)	Jennifer Lynch President  Robert Laing CEO	1420-701 West Georgia Street PO Box 10123, Pacific Centre Vancouver, BC V7Y 1C6	(604) 683-7702   (604) 742-2787	(604) 683-8601	<a href="http://www.bcrea.bc.ca">www.bcrea.bc.ca</a>
BC Water and Waste Association (BCWWA)	Jennifer Crosby President	221-8678 Greenall Avenue Burnaby, BC V5J 3M6	(604) 433-4389  1-877-433-4389	(604) 433-9859	<a href="mailto:contact@bcwwa.org">contact@bcwwa.org</a>  <a href="http://www.bcwwa.org">www.bcwwa.org</a>
Canadian Home Builders' Association (CHBA)	Nathan Stone President  Casey Edge Executive Officer	BCIT Campus, Building NW 5 3700 Willingdon AvenueBurnaby, BC V5G 3H2	(604) 755-9817 1-800-933-6777	(604) 432-9038	<a href="http://www.chbabc.org">www.chbabc.org</a>
CivicInfo BC	Mitch Kenyon President  Todd Pugh Executive Director	7 <sup>th</sup> floor, 620 View Street Victoria, BC V8W 1J6	(250) 383-4898	(250) 383-4879	<a href="mailto:tpugh@civicinfo.bc.ca">tpugh@civicinfo.bc.ca</a>  <a href="http://www.civicinfo.bc.ca">www.civicinfo.bc.ca</a>
Capital Regional District (CRD)	Robert Lapham CAO	625 Fisgard Street Victoria, BC V8W 1R7	(250) 360-3000		<a href="http://www.crd.bc.ca/">www.crd.bc.ca/</a>
Community Energy Association (CEA)	Dale Littlejohn Executive Director	3324 – 2260 West Mall, UBC Vancouver, BC V6T 1Z4	(604) 628-7076	(888) 864-3358	<a href="mailto:dlittlejohn@communityenergy.bc.ca">dlittlejohn@communityenergy.bc.ca</a>  <a href="http://www.communityenergy.bc.ca">www.communityenergy.bc.ca</a>
Government Finance Officers Association of British Columbia (GFOABC)	Mindy Smith President  Sam Weller Executive Director	737 Fort Street Victoria, BC V8W 2V1	(250) 382-6871	(250) 384-3000	<a href="mailto:smithm@portcoquitlam.ca">smithm@portcoquitlam.ca</a>  <a href="mailto:weller@gfoabc.ca">weller@gfoabc.ca</a>  <a href="http://www.gfoabc.ca">www.gfoabc.ca</a>

Organization	Contact	Address	Phone	Fax	Email/Website
Integrated Cadastral Information Society (ICIS)	Ferenc Pataki President  Barry Logan Executive Director	116-1537 Hillside Avenue Victoria, BC V8T 4Y2	(604) 592-7609 (250) 381-9295  1-866-403-0095	(250) 370-0549	<a href="mailto:ferenc.pataki@fortisbc.ca">ferenc.pataki@fortisbc.ca</a> <a href="mailto:blogan@icisociety.ca">blogan@icisociety.ca</a> <a href="mailto:info@icisociety.ca">info@icisociety.ca</a>  <a href="http://www.icisociety.ca">www.icisociety.ca</a>
Island Corridor Foundation (ICF)	Graham Bruce Executive Director	Box 375, STN A Nanaimo, BC V9R 5L3	(250) 754-7254	(888) 662-4197	<a href="mailto:islandrail@shaw.ca">islandrail@shaw.ca</a>  <a href="http://www.islandrail.ca">www.islandrail.ca</a>
Islands Trust	Sheila Malcolmson Chair  Linda Adams CAO	200 – 1627 Fort Street Victoria, BC V8R 1H8	(250) 405-5151  (250) 405-5160	(250) 405-5155	<a href="mailto:smalcolmson@islandstrust.bc.ca">smalcolmson@islandstrust.bc.ca</a>  <a href="mailto:ladams@islandstrust.bc.ca">ladams@islandstrust.bc.ca</a>
Islands Trust Fund Board	Tony Law Chair	200-1627 Fort Street Victoria, BC V8R 1H8	(250) 405-5186	(250) 405-5155	<a href="mailto:itfmail@islandstrust.bc.ca">itfmail@islandstrust.bc.ca</a>
Local Government Management Association (LGMA)	Alberto De Feo, President  Nancy Taylor Executive Director	7th Floor, 620 View Street Victoria, BC V8W 1J6	(250) 383-7032, ext 223	(250) 383-4879	<a href="http://www.lgma.ca">www.lgma.ca</a>
Municipal Finance Authority of British Columbia (MFA-BC)	(Mayor) Frank Leonard Chair  Robin Stringer CAO	737 Fort Street Victoria, BC V8W 2V1 <u>Effective June 1, 2013:</u> 217-3680 Uptown Boulevard Victoria, BC V8Z 0B9	(250) 383-1181, ext 222	(250) 384-3000	<a href="mailto:robin@mfa.bc.ca">robin@mfa.bc.ca</a>  <a href="http://www.mfa.bc.ca">www.mfa.bc.ca</a>
Municipal Insurance Association of British Columbia (MIA-BC)	Teunis Westbrook Chair  Tom Barnes Chief Executive Officer	390-1050 Homer Street Vancouver, BC V6B 2W9	(604) 683-6266	(604) 683-6244  1-855-683-6266	<a href="mailto:tbarnes@miabc.org">tbarnes@miabc.org</a>  <a href="http://www.miabc.org">www.miabc.org</a>

Organization	Contact	Address	Phone	Fax	Email/Website
Municipal Law Section Canadian Bar Association, BC Branch	Caroline Nevin Executive Director	10 <sup>th</sup> Floor, 845 Cambie Street Vancouver, BC V6B 5T3	(604) 687-3404  1-888-687-3404	(604) 669-9601  1-877-669-9601	<a href="mailto:cnevin@bccba.org">cnevin@bccba.org</a> <a href="http://www.cba.org/bc">www.cba.org/bc</a>
Metro Vancouver R.D	Greg Moore Chair  Carol Mason Chief Administrative Officer	4330 Kingsway, Burnaby, BC V5H 4G8	(604) 432-6200  (604) 432-6210	(604) 436-6901	<a href="mailto:mooreg@portcoquitlam.ca">mooreg@portcoquitlam.ca</a>  Carol.Mason@metrovancover.org <a href="mailto:Carol.Mason@metrovancover.org">mailto:</a> <a href="http://www.metrovancover.org">www.metrovancover.org</a>
Planning Institute of British Columbia	Joan Chess-Woollacott President  Dave Crossley Executive Director	1750-355 Burrard Street Vancouver, BC V6C 2G8	604) 612-0282 (604) 696-5031  1-866-696-5031	(604) 696-5032	<a href="mailto:Joan.chess@pibc.ca">Joan.chess@pibc.ca</a> <a href="mailto:dave.crossley@pibc.bc.ca">dave.crossley@pibc.bc.ca</a> <a href="mailto:info@pibc.bc.ca">info@pibc.bc.ca</a> <a href="http://www.pibc.bc.ca">www.pibc.bc.ca</a>
Public Works Association of British Columbia (PWABC)	David Sparanese President  Jeannette Austin Executive Director	PO Box 1456, Stn Main Kamloops, BC V2C 6L7	(250) 475-5599 ext 3324 1-877-356-0699	1-888-812-7014	<a href="mailto:presidentpwabc@gmail.com">presidentpwabc@gmail.com</a>  <a href="mailto:jaustin.djc@gmail.com">jaustin.djc@gmail.com</a>  <a href="http://pwabc.cpwa.net/">http://pwabc.cpwa.net/</a>
Property Assessment Appeal Board	Cheryl Vickers Chair	10-10551 Shellbridge Way Richmond, BC V6X 2W9	(604) 775-1740  1-888-775-1740	(604) 775-1742  1-888-775-1742	<a href="mailto:office@paab.bc.ca">office@paab.bc.ca</a>  <a href="http://www.assessmentappeal.bc.ca/">http://www.assessmentappeal.bc.ca/</a>
Property Assessment Review Panel	Randi Jonasson Coordinator	2 <sup>nd</sup> Floor – 800 Johnson Street Victoria BC V8W 9M2	(250) 356-7535		<a href="mailto:Randi.jonasson@gov.bc.ca">Randi.jonasson@gov.bc.ca</a>  <a href="http://www.cscd.gov.bc.ca/parp/">http://www.cscd.gov.bc.ca/parp/</a>
Union of British Columbia Municipalities (UBCM)	Mary Sjostrom President  Gary MacIsaac Executive Director	60 – 10551 Shellbridge Way Richmond, BC V6X 2W9  525 Government Street Victoria, BC V8V 0A8	(250) 991-7477  (604) 270-8226, ext105  (250) 356-2956	(250) 992-2206  (604) 270-9116  (250) 356-5119	<a href="mailto:msjostrom@quesnel.ca">msjostrom@quesnel.ca</a>  <a href="mailto:gmacisaac@ubcm.ca">gmacisaac@ubcm.ca</a> <a href="http://www.ubcm.ca">www.ubcm.ca</a>

Organization	Contact	Address	Phone	Fax	Email/Website
Urban Development Institute (UDI)	Brian McCauley President  Anne McMullin Chief Executive Officer	200-602 West Hastings Street Vancouver, BC V6B 1P2	(604) 669-9585	(604) 689-8691	<a href="mailto:png@udi.org">png@udi.org</a>  <a href="http://www.udi.bc.ca">www.udi.bc.ca</a>
Real Estate Institute of BC	President Andre Gravelle RI Real Estate Division, Sauder School of Business  Brenda Southam Executive Director	1750-355 Burrard Street Vancouver, B.C. V6C 2G8	(604) 822-9007  (604) 685-3702, ext. 104  1-800-667-2166	   (604) 685-1026	<a href="mailto:bsoutham@reibc.org">bsoutham@reibc.org</a> <a href="http://www.reibc.org/">http://www.reibc.org/</a>

Organization	Contact	Address	Phone	Fax	Email/Website
<b>Community Gaming Grants</b>					
Association of Neighbourhood Houses and BC	Terry Stanway Director	203-3102 Main Street Vancouver, BC V5T 3G7	(604) 875-9111		<a href="mailto:central@anhbc.org">central@anhbc.org</a> <a href="http://www.anhbc.org/">www.anhbc.org/</a>
BC Association for Charitable Gaming	Susan Marsden President	Suite 40-151-10090 152 <sup>nd</sup> Street Surrey, BC V3R 8X8	(604) 568-8649	(250) 627-1200	<a href="mailto:executivedirector@bcacg.com">executivedirector@bcacg.com</a> <a href="http://www.bcacg.com/">www.bcacg.com/</a>
BC Association of Agricultural Fairs and Exhibitions	Janine Saw Executive Director	18231 60 <sup>th</sup> Avenue Surrey, BC V3S 1V7	(778) 574-4082		<a href="mailto:jbsaw@bcfairs.ca">jbsaw@bcfairs.ca</a> <a href="http://www.bcfairs.ca/">www.bcfairs.ca/</a>
BC Association of Aboriginal Friendship Centres	Paul Lacerte Executive Director	200 –506 Fort Street Victoria, BC V8W 1E6	(250) 388-5522	(250) 388-5502	<a href="mailto:placerte@bcaafc.com">placerte@bcaafc.com</a>
BC Centre of Elder Advocacy and Support	Joan Braun Executive Director	370-1199 West Pender Street Vancouver, BC V6E 2R1	(604) 437-1940		<a href="http://www.bcceas.ca/">www.bcceas.ca/</a>
BC Lions Society for Children with Disabilities	Bob Rasmus Treasurer	3981 Oak Street Vancouver, BC V6H 4H5	(604) 254-1760		<a href="mailto:info@lionsbc.ca">info@lionsbc.ca</a> <a href="http://www.lionsbc.ca/">www.lionsbc.ca/</a>
BC Paraplegic Association	Chris McBride Executive Director	780 SW Marine Drive Vancouver, BC V6P 5Y7	(604) 326-1226		<a href="http://www.bcpa.org/">www.bcpa.org/</a>

Organization	Contact	Address	Phone	Fax	Email/Website
BC SPCA Provincial Office	Craig Daniell CEO	1245 East 7 <sup>th</sup> Avenue East Vancouver, BC V5T 1R1	(604) 681-7022		<a href="http://www.sPCA.bc.ca/about/locations/provincial-office/">www.sPCA.bc.ca/about/locations/provincial-office/</a>
BCCPAC	Ann Whiteaker President and CEO	200-4170 Still Creek Drive Burnaby, BC V5C 6C6	(604) 687-4433		<a href="mailto:info@bccpac.bc.ca">info@bccpac.bc.ca</a> <a href="http://www.bccpac.bc.ca/">www.bccpac.bc.ca/</a>
Bingo Council of British Columbia	Lynn Peachey President	501 – 530 5 <sup>th</sup> Street Nanaimo, BC V9R 1P1	(250) 754-1421		
Boys and Girls Club	Craig Monley CEO	1434 Graham Street PO Box 20222 Kelowna, BC V1Y 9H2	(250) 762-3914	(250) 762-6562	<a href="mailto:info@boysandgirlsclubs.ca">info@boysandgirlsclubs.ca</a> <a href="http://www.bgccan.com/Pages/BGCCSplash.aspx">www.bgccan.com/Pages/BGCCSplash.aspx</a>
Canadian Avalanche Centre	Ian Tomm Executive Director	110 MacKenzie Avenue Revelstoke, BC V0E 2S0	(250) 837-2141, ext 222		<a href="mailto:itomms@avalanche.ca">itomms@avalanche.ca</a> <a href="http://www.avalanche.ca/cac">www.avalanche.ca/cac</a>
Canadian Coast Guard Auxiliary (Pacific) Inc.	Stan Warlow Executive Director	25 Huron Street Victoria, BC V8V 4V9	(250) 480-2798	(250) 480-2742	<a href="http://www.ccga-pacific.org/ccga-p/">www.ccga-pacific.org/ccga-p/</a>
Canadian Red Cross Society – Lower Mainland	Kalpna Solanki Canadian Red Cross Society – Lower Mainland	3400 Lake City Way Burnaby, BC V5A 4Y2	(604) 709-6600	(604) 709-6675	<a href="http://www.redcross.ca/article.asp?id=2933&amp;tid=078">www.redcross.ca/article.asp?id=2933&amp;tid=078</a>
Casadia Council – Scouts Canada	Alamin Pirani Executive Director	664 West Broadway Vancouver, BC V5Z 1G1	(604) 879-5721	(604) 879-5725	<a href="http://www.scouts.ca/dnn/Default.aspx?alias=www.scouts.ca/dnn/cas">www.scouts.ca/dnn/Default.aspx?alias=www.scouts.ca/dnn/cas</a>

Organization	Contact	Address	Phone	Fax	Email/Website
Royal Canadian Legion – BC/Yukon Command	Dave Sinclair President	152-5489 Byrne Road Burnaby, BC V5J 3J1	(604) 736-8166		<a href="mailto:info@legionbcyukon.ca">info@legionbcyukon.ca</a>  <a href="http://www.bcyuk.legion.ca/">www.bcyuk.legion.ca/</a>
Sport BC	Twyla Ryan Chair	295-3820 Cessna Drive Richmond, BC V7B 0A2	(604) 333-3400	(604) 333-3401	<a href="http://sportbc.com/">http://sportbc.com/</a>

Organization	Contact	Address	Phone	Fax	Email/Website
<b>Arts, Culture and BC Arts Council</b>					
ACFC West, Local 2020 CEP – The Association of Canadian Film Crafts people	Greg Chambers Business Manager	108 - 3993 Henning Drive Burnaby, BC, Canada V5C 6P7	(604)299-2232	(604) 299-2243	<a href="mailto:businessagent@acfcwest.com">businessagent@acfcwest.com</a> <a href="http://www.acfcwest.com">www.acfcwest.com</a>
Alliance of Motion Picture and TV Producers (AMPTP)	Tracey Wood Vice President	650 West 20 <sup>th</sup> Ave Vancouver BC	(604)875-6699		<a href="mailto:amptp@mac.com">amptp@mac.com</a> <a href="http://www.amptp.org">www.amptp.org</a>
Art Starts in Schools Society	Jeff Oliver President  Navida Nuraney Executive Director	808 Richards Street Vancouver, BC V6B 3A7	(604) 336-0626	(604) 683-0501	<a href="mailto:creativity@artstarts.com">creativity@artstarts.com</a> <a href="http://www.artstart.com">www.artstart.com</a>
Arts Club of Vancouver Theatre Company	Bill Millerd Artistic & Managing Director	1585 Johnston Street Vancouver BC V6H 3R9	(604) 687-1644	(604) 688-3273	<a href="mailto:artisticdirector@artsclub.com">artisticdirector@artsclub.com</a> <a href="http://www.artsclub.com">www.artsclub.com</a>
Assembly of BC Arts Councils (ArtsBC)	Sheryl McGraw Executive Director	ArtsBC, PO Box 28533 Burnaby, BC V5C 2H9	1-888-315-2288		<a href="mailto:ed@assemblybcartscouncils.ca">ed@assemblybcartscouncils.ca</a>
Association of Book Publishers of BC (ABPBC)	Margaret Reynolds Executive Director	600-402 West Pender Street Vancouver, BC V6B 1T6	(604) 684-0228	(604) 684-5788	<a href="mailto:admin@books.bc.ca">admin@books.bc.ca</a> <a href="http://www.books.bc.ca">www.books.bc.ca</a>
Ballet BC Society	Dr. Kevin B. Leslie President and Chair	6 <sup>th</sup> Floor, 677 Davie Street, Vancouver BC V6B 2G6	(604) 732-5003	(604) 732-4417	<a href="mailto:info@balletbc.com">info@balletbc.com</a> <a href="http://www.balletbc.com">www.balletbc.com</a>

Organization	Contact	Address	Phone	Fax	Email/Website
BC Arts Council	Stanley Hamilton Chair	1st Floor, 800 Johnson Street Victoria, B.C. V8W 1N3	(250) 356-1718	(250) 387-4099	<a href="mailto:BCArtsCouncil@gov.bc.ca">BCArtsCouncil@gov.bc.ca</a>
BC Museums Association (BCMA)	Leah Best Chair	Suite 201 – 645 Fort Street Victoria, BC V8W 1G2	(250)356-5700	(250) 387-1251	<a href="mailto:bcma@museumsassn.bc.ca">bcma@museumsassn.bc.ca</a>
British Columbia Touring Council	Joanna Maratta Executive Director	PO Box 547 Nelson, BC V1L 5R3	250 352-0021	250 352-0027	<a href="mailto:fyi@bctouring.org">fyi@bctouring.org</a>  <a href="http://www.bctouring.org">www.bctouring.org</a>
Canada Council for the Arts	Robert Sirman Executive Director	350 Albert Street PO Box 1047, Ottawa, Ontario K1P 5V8	( 800) 263-5588	(613) 566-4390	<a href="http://www.canadacouncil.ca">www.canadacouncil.ca</a>
Canada Sport Centre – Pacific	Wendy Pattenden President	1 Athletes Way Vancouver, BC V5Y 0B1	(778) 327-4086	(778) 327-4084	<a href="http://www.cscpacific.ca">www.cscpacific.ca</a>
Canadian Media Production Association	Brian Hamilton Chair	#600-736 Granville St Vancouver, BC V6Z 1G3	( (604) 681-6543	(604) 684_9294	L brian@omnifilm.com
Canadian Media Producers Association	Liz Shorten Chair	600 - 736 Granville Street Vancouver, BC V6Z 1G3	(604) 681-6543 ext 108	(604) 684-9294	<a href="mailto:brian@omnifilm.com">brian@omnifilm.com</a>  <a href="mailto:liz.shorten@cftpa.ca">liz.shorten@cftpa.ca</a>
Canadian Public Arts Funders	Jeffrey Anderson Chair	CPAF c/o Canada Council for the Arts 350 Albert Street, PO Box 1047 Ottawa, Ontario K1P 5V8	(780) 415-0283		N/A

Organization	Contact	Address	Phone	Fax	Email/Website
Creative BC	Richard Brownsey President and CEO	2225 West Broadway, Vancouver, British Columbia, Canada V6K 2E4	604-730-2233 s17		<a href="http://www.creativebc.com/rbrownsey@bcfm.ca">http://www.creativebc.com/ rbrownsey@bcfm.ca</a>
DigiBC	Paul Lee Chair	Suite 900 - 1188 West Georgia Street Vancouver, British Columbia, Canada V6E 4A2	(604) 569-3883 (604) 714-2600		<a href="mailto:paul@vanedgecapital.com">paul@vanedgecapital.com</a> <a href="http://www.digibc.org/">http://www.digibc.org/</a>
Director Guild of Canada – BC District Council	Crawford Hawkins Executive Director	430 - 1152 Mainland St. Vancouver, BC V6B 4X2	(604) 688-2976	(604)688-2610	<a href="mailto:chawkins@dghc.com">chawkins@dghc.com</a> <a href="http://www.dghc.com">www.dghc.com</a>
First Peoples' Culture Council (FPCC)	Dr. Lorna Williams Chair	1A Boat Ramp Road Brentwood Bay, BC V8M 1N9	(250) 652-5952	(250) 652-5953	<a href="mailto:info@fphlcc.ca">info@fphlcc.ca</a> <a href="http://www.fpcc.ca">www.fpcc.ca</a>
Greater Vancouver for Arts & Culture (Alliance)	Rob Gloor Executive Director	100-938 Howe Street Vancouver, BC V6Z 1N9	(604) 681-3535	(604) 681-7848	<a href="mailto:executivedirector@allianceforarts.com">executivedirector@allianceforarts.com</a> <a href="http://www.allianceforarts.com">www.allianceforarts.com</a> .
I.A.T.S.E Local 669 ( International Alliance of Theatrical Stage Employees –International Photographers Guild)	Marcus Handman Business Agent	#217-3823 Henning Dr. Burnaby, BC V5C 6P3	(778) 330-1672	(778) 330-1670	<a href="mailto:marcus@ia669.com">marcus@ia669.com</a> <a href="http://www.ia669.com">www.ia669.com</a>
I.A.T.S.E Local 891 (International Alliance of Theatrical Stage Employee- Production Technicians)	Paul Klassen Business Representative	1640 Boundary Rd. Burnaby, BC V5K 4V4	(604) 664-8910	(604) 298-3456	<a href="http://www.iatse.com">www.iatse.com</a>
Motion Picture Production Industry Association (MPPIA)	Peter Leitch Chair	555 Brooksbank Ave. North Vancouver, BC V7J 3S5	(604) 983-5550	(604) 983-5981	<a href="mailto:info@mppia.com">info@mppia.com</a> <a href="http://www.mppia.com">www.mppia.com</a>

Organization	Contact	Address	Phone	Fax	Email/Website
Professional Arts Alliance of Greater Victoria ( ProArt)	Peter Sandmark Chair	#2 - 1609 Fisgard Victoria, BC V8W 2J5	(250) 885-0155		<a href="mailto:info@proartalliance.ca">info@proartalliance.ca</a> <a href="http://www.proartalliance.ca">www.proartalliance.ca</a>
Pixar	Amir Nasrabadi VP, General Manager	Pixar Animations Studios 1200 Park Avenue Emeryville, California 94608	(510) 922-3000	(510) 922-3151	<a href="mailto:publicity@pixar.com">publicity@pixar.com</a>
Royal BC Museum (RBCM)	John Williams Chair  Jack Lohman CEO	675 Belleville Street Victoria, BC V8W 9W2	(250) 356-7226	(250) 387-5674	<a href="mailto:jlohman@royalbcmuseum.bc.ca">jlohman@royalbcmuseum.bc.ca</a>
Sony Pictures – Imageworks	Bob Osher President	9050 W. Washington Blvd. Culver City, CA 90232	(310) 840-8000	(310) 840-8100	<a href="http://www.imageworks.com/">http://www.imageworks.com/</a>
Teamsters Union Local No. 155	Lorrie Ward President, Business Representative	490 East Broadway Vancouver, BC V5T 1X3	(604) 876-8898	(604) 873-1595	<a href="mailto:lward@teamsters155.org">lward@teamsters155.org</a>
Union of B.C Performers	Alvin Sanders President	Suite #400 - 1155 West Pender Street Vancouver, BC V6E 2P4	(604) 689-0727 ext. 2254	(604) 689-1145	<a href="mailto:info@ubcp.com">info@ubcp.com</a> <a href="http://www.ubcp.com">www.ubcp.com</a>
Vancouver Art Gallery	Bruce Wright Chair  Kathleen Bartels Director	750 Hornby Street Vancouver, BC V6Z 2H7	(604) 662-4704  (604) 662-4704	(604) 682-1086	<a href="mailto:kbartles@vanartgallery.bc.ca">kbartles@vanartgallery.bc.ca</a> <a href="http://www.vanartgallery.bc.ca">www.vanartgallery.bc.ca</a>
Vancouver Film School	Bill Marchant Head of Acting Essentials	5 <sup>th</sup> Floor 198 West Hasting Street Vancouver BC V6B 1H2	(604) 685-5808	(604) 658-5830	<a href="http://www.vfs.com/">http://www.vfs.com/</a>

Organization	Contact	Address	Phone	Fax	Email/Website
Vancouver Playhouse Theatre Centre of British Columbia	Max Reimer Artistic Managing Director	127 East 2 <sup>nd</sup> Avenue Vancouver BC V5T 1B4	(604) 872-6622	(604) 873-3714	<a href="mailto:mreimer@vancouverplayhouse.com">mreimer@vancouverplayhouse.com</a>  <a href="http://www.vancouverplayhouse.com">www.vancouverplayhouse.com</a>
Vancouver Symphony	Jeff Alexander President and CEO  Fred Withers Chair	601 Smithe Street Vancouver, BC	(604) 684-9100  (604) 643.5419	(604) 684-9264	<a href="mailto:Jeff@vancouversymphony.ca">Jeff@vancouversymphony.ca</a> <a href="mailto:fred.withers@ca.eyi.com">fred.withers@ca.eyi.com</a>

Organization	Contact	Address	Phone	Fax	Email/Website
<b>Sport</b>					
LIFT Philanthropy Partners (formerly 2010 Legacies Now)	Bruce Dewar Chief Executive Officer	400-1095 West Pender Street Vancouver, BC V6E 2M6	(778) 327-5150	(778) 327-5199	<a href="mailto:Bdewar@liftpartners.ca">Bdewar@liftpartners.ca</a> <a href="http://www.liftpartners.ca">www.liftpartners.ca</a> <a href="http://www.2010legaciesnow.com">www.2010legaciesnow.com</a>
Aboriginal Sport, Recreation and Physical Activity Partners Council	Rick Brant Director	200-506 Fort St Victoria BC V8W 1E6	(250) 753-4417 (250) 388-5522	(250) 753-6560 (250) 388-5502	<a href="mailto:Rbrant@bcaafc.com">Rbrant@bcaafc.com</a> <a href="http://www.bcaafc.com/contactus">http://www.bcaafc.com/contactus</a>
BC Games Society	Kelly Mann President	200 - 990 Fort St Victoria BC V8V 3K2	(250) 387-1375	(250) 387-4489	<a href="mailto:kellym@bcgames.ca">kellym@bcgames.ca</a> <a href="http://www.bcgrames.org">www.bcgrames.org</a>
BC Hockey Association	Barry Petrachenko Executive Director	6671 Oldfield Road Saanichton , BC V8M 2A1	(250) 652-2978	(250) 652-4536	<a href="http://www.bchockey.net">www.bchockey.net</a>
BC Soccer Association	Paul Mullen Executive Director	Suite 510 - 375 Water Street Vancouver - BC - V6B 5C6	(604) 299-6401	(604) 299-9610	<a href="mailto:Executivedirector@bcsoccer.net">Executivedirector@bcsoccer.net</a> <a href="mailto:info@bcsoccer.net">info@bcsoccer.net</a>
BC Seniors Games	June Parsons President	#203 – 2453 Beacon Avenue Sidney, BC V8L 1X7	(778) 426-2940	(778) 426-2941	<a href="mailto:bcsgs@shaw.ca">bcsgs@shaw.ca</a> <a href="http://www.bcseniorgames.org">www.bcseniorgames.org</a>
BC Sports Hall of Fame	Vacant	BC Sports Hall of Fame 777 Pacific Blvd South Vancouver, BC V6B 4Y8	604-687-5520	(604) 687-5510	<a href="http://www.bcsportshalloffame.com">www.bcsportshalloffame.com</a>

Organization	Contact	Address	Phone	Fax	Email/Website
BC Wheelchair Sports Association	Gail Hamamoto Executive Director	210-3820 Cessna Drive Richmond, BC V7B 0A1	(604) 333-3520	(604)333-3450	<a href="mailto:knewman@bcwheelchairsports.com">knewman@bcwheelchairsports.com</a> <a href="http://www.bcwheelchairsports.com">www.bcwheelchairsports.com</a>
Canada Sport Centre – Pacific	Wendy Pattenden President	1 Athletes Way Vancouver, BC V5Y 0B1	(778) 327-4086	(778) 327-4084	<a href="http://www.cscpacific.ca">www.cscpacific.ca</a>
Special Olympics BC	Dan Howe President and CEO	#210-3701 East Hastings Street Burnaby BC V5C 2H6	(604) 737-3079	(604) 737-3080	<a href="mailto:info@specialolympics.bc.ca">info@specialolympics.bc.ca</a> <a href="http://www.specialolympics.bc.ca">www.specialolympics.bc.ca</a>
Vancouver Whitecaps FC	Bob Lenarduzzi President	550-375 Water St. Vancouver, BC V6B 5C6	(604) 629-2249	(604) 684-5173	<a href="mailto:blenarduzzi@whitecapsfc.com">blenarduzzi@whitecapsfc.com</a> <a href="http://whitecapsfc.com">whitecapsfc.com</a>
viaSport	Moir Gookstetter Vice President	1000-510 Burrard Street, Vancouver, BC V6C 3A8	(778) 327-5172	(778) 327-5199	<a href="mailto:moirag@viasport.ca">moirag@viasport.ca</a>
Provincial Capital Commission	David Everett Chair  Rick Crosby Acting CEO	613 Pandora Avenue Victoria, BC V8W 1N8	(250) 953-8800 (250) 953-8805	(250) 386-1303	<a href="mailto:info.pcc@bcpsc.com">info.pcc@bcpsc.com</a>

Organization	Contact	Address	Phone	Fax	Email/Website
<b>Other</b>					
Asia Pacific Foundation of Canada	Yuen Pau Woo President & CEO	220-890 West Pender Street Vancouver, BC V6C 1J9	(604) 630-1524 (B) (604) 328-4151 (M)	(604) 681-1370	<a href="mailto:Yuenpau.woo@asiapacific.ca">Yuenpau.woo@asiapacific.ca</a>  <a href="http://www.asiapacific.ca">www.asiapacific.ca</a>
BC Technology Industry Association	Bill Tam President & CEO	900-1188 West Georgia Street Vancouver, BC V6E 4A2	(604) 602-5230	(604) 683-3879	<a href="mailto:btam@bctia.org">btam@bctia.org</a>  <a href="http://www.bctia.org">www.bctia.org</a>
Canadian Federation of Independent Business	Laura Jones CEO	401-4141 Yonge Street Toronto, Ontario M2P 2A6	(416) 222-8022	(416) 222-6103	<a href="mailto:Laura.Jones@cfib.ca">Laura.Jones@cfib.ca</a>
Council of Forest Industries (COFI)	Douglas Routledge A/President and CEO	1501-700 W. Pender Street Vancouver, BC V6C 1G8	(604) 891-1212 (604) 899-0145		<a href="mailto:routledge@cofi.org">routledge@cofi.org</a>
Fraser Basin Council	David Marshall Executive Director	1-470 Granville Street Vancouver, BC V6C 1V5	(604) 488-5357		<a href="mailto:dmarshall@fraserbasin.bc.ca">dmarshall@fraserbasin.bc.ca</a>
International Financial Centre	Bruce Flexman	1170 - Park Place 666 Burrard Street Vancouver, BC V6C 2X8	(604) 683- 6626	(604) 683 - 6646	<a href="mailto:mailto:bflexman@ifcbc.com">mailto:bflexman@ifcbc.com</a>  <a href="http://www.ifcbc.com/IFCBC-contact.htm">www.ifcbc.com/IFCBC-contact.htm</a>
Mining Association of British Columbia	Karina Brino President & CEO	900-808 West Hastings Street Vancouver, BC V6C 2X4	(604) 681-4321, ext.120		<a href="mailto:mabcinfo@mining.bc.ca">mabcinfo@mining.bc.ca</a>  <a href="http://www.mining.bc.ca/">www.mining.bc.ca/</a>



June 10, 2013

**EXECUTIVE MEMBER BIOGRAPHY****HEATHER BRAZIER****EXECUTIVE LEAD****INTEGRATED POLICY, LEGISLATION  
AND OPERATIONS DIVISION**

Heather was appointed as the Executive Lead, Integrated Policy, Legislation and Operations Division, Ministry of Community, Sport and Cultural Development, in January 2012.

Heather has over 20 years of experience in the BC Public Service, including 10 years of experience with Treasury Board Staff where she worked on a range of complex, sensitive issues. Subsequent to this experience, Heather worked in the Ministries of Sustainable Resource Management, Advanced Education, Housing and Social Development and Public Safety and Solicitor General where she worked on a range of issues, including: a five-year plan for 25,000 new post-secondary student spaces; the creation of UBC's Okanagan campus; and implementation of the new impaired driving laws. Heather has a B.A. in economics and a Masters of Public Administration.

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**MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT  
YEAR-AT-A-GLANCE 2013/2014**

**Tab 2**

MONTH	DATE	DIVISION	ACTIONS	OPPORTUNITIES
<b>MAY 2013</b>	May 28, 2013	LG	Auditor General of Local Governments announced audit topics for 2013/2014	
	May 30, 2013	MSD	Office of BC Athletic Commissioner Launch was launched	
<b>JUNE 2013</b>	June 11 – 13, 2013			Local Government Management Association of British Columbia (LGMA), Kelowna
	June 11, 2013	ACGGS (Arts and Culture)	ArtsVest launch in Victoria	
	June 13, 2013	ACGGS (Arts and Culture)	ArtsVest launch in Kelowna	
	June, 17, 2013	ACGGS (Arts and Culture)	ArtsVest launch in Castlegar	
	June 18, 2013	ACGGS (Arts and Culture)	ArtsVest launch in Cranbrook	
	June 24-25, 2013	ACGGS (Arts and Culture)	BC Arts Council Board meeting- Vancouver	
	End of June	LG	Strategic Community Investment Funds paid by the end of June  s13, s17  s13  s12	
	End of June	ACGGS (Arts and Culture)		
	End of June	ACGGS (Arts and Culture)		Federal/Provincial/Territorial Ministers of Heritage and Culture meeting on August 12, 2013
	End of June	LG		
	End of June	IPLO		
	June 30, 2013	ACGGS (Gaming Grants)		
<b>JULY</b>	July 1, 2013	ACGGS (Gaming Grants)	Opening of intake for Environment and Public Safety grant applications	

**MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT  
YEAR-AT-A-GLANCE 2013/2014**

**Tab 2**

MONTH	DATE	DIVISION	ACTIONS	OPPORTUNITIES
	July 9 – 11, 2013	IPLO/LG		Annual P/T Meeting of Ministers' Responsible for Local Government, Whitehorse, Yukon
	July 18 – 19, 2013	LG		UBCM Executive Meeting: New Minister to be introduced to UBCM Executive – opportunity to advance provincial priorities at Convention
	End of July	LG	s13	
	End of July	IPLO	s12	
<b>AUGUST</b>	August 1, 2013	ACGGS (Gaming Grants)	Opening of intake for Human and Social Services grant applications	
	August 1-2, 2013	ACGGS (Sport)		FPT Sport Minister's meeting in Sherbrooke, QB and will also identify who from BC will accept Canada Games Flags
	August 2- 17, 2013	ACGGS (Sport)	Team BC competes at 2013 Canada Summer Games in Quebec	FPT Minister's Meeting Opening Ceremonies, BC to receive Games Flag as next host in 2015
	August 20-24, 2013	ACGGS (Sport)	BC Seniors Games, Kamloops	Minister invited to declare games open; speaking opportunities at opening ceremonies, receptions, opportunities to present medals
	August 31, 2013	ACGGS (Gaming Grants)	Close of Intake for Environment and Public Safety sectors	
	August 31, 2013	ACGGS (Gaming Grants)	Final payments for Arts and Culture and Sport sectors' grants.	
	End of August	LG	s13	
	End of August		BC Senior Living Association's report is anticipated for the end of June for the Minister's consideration	
	End of August	IPLO	s13	

**MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT**  
**YEAR-AT-A-GLANCE 2013/2014**

**Tab 2**

MONTH	DATE	DIVISION	ACTIONS	OPPORTUNITIES
<b>SEPTEMBER</b>	Early September	LG		Local Government Infrastructure Planning Grant Program approvals – for announcement during the annual UBCM Convention (Minister's meetings)
	Sept 16-20, 2013	LG	UBCM Convention (Vancouver)	September 16 – 20
	Date TBD	LG		LGMA Thompson Okanagan Fall Chapter Annual Conference (Salmon Arm)
	Timing TBD	LG		s13, s17 Submission of Gas Tax Agreement; provincial position paper to federal government.
	Timing TBD	LG		
	Date TBD	LG		
	September 2013	ACGGS (Sport)	KidSport Program – Annual Ritchie Bros Auction	LGMA - West Kootenay Boundary Fall Chapter Meeting Ritchie Bros hosts an annual fundraiser for KidSport BC. s13
	September 29, 2013	ACGGS (Sport)	Sport Day in Canada	Announcement of BC Try It Day Grants and events across the province in partnership with Participation. s13
	September 30, 2013	ACGGS (Gaming Grants)	Final payment of PAC and DPAC grants	Announcements by MLAs.
<b>OCTOBER</b>	October 24-25, 2013	ACGGS (Arts and Culture)	BC Arts Council Board Meeting – Campbell River	Regional Meeting
	Date TBD	LG		LGMA Vancouver Island Fall Chapter Meeting
	Date TBD	LG		UBCM Executive meeting (Nov-Dec – date TBC)
<b>NOVEMBER</b>	November 30, 2013	ACGGS (Gaming Grants)	Final payments for Environment and Public Safety grants.	Announcements by MLAs.
	November 30, 2013	ACGGS (Gaming Grants)	Close of intake for Human and Social Services Sector applications.	

**MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT  
YEAR-AT-A-GLANCE 2013/2014**

**Tab 2**

<b>MONTH</b>	<b>DATE</b>	<b>DIVISION</b>	<b>ACTIONS</b>	<b>OPPORTUNITIES</b>
	Fall 2013	ACGGS (Sport)	Hosting BC Program intake, review and announcements	Announcement of successful grant recipients. Various recognition opportunities at events (program welcome, speaking, medal presentation opportunities)
<b>DECEMBER 2013</b>	December 2013	ACGGS (Sport)	Sport on the Move – High School Championship allocations made to schools for fall championships	Announcement of schools that received transportation grants to attend high school championships
<b>JANUARY 2014</b>				
<b>FEBRUARY 2014</b>	February 1, 2014	ACGGS (Gaming Grants)	Opening of Intake for Arts and Culture and Sports applications.	
	February 1, 2014	LG (Property Assessment)	First day of Property Assessment Review Panel hearings.	
	Date TBD			Local Government Leadership Academy (LGLA)
	Feb 6, 2014			UBCM Executive meeting with AGLG
	February 28, 2014	ACGGS (Gaming Grants)	Final payments for Human and Social Services grants.	Announcements by MLAs.
	February	ACGGS (Sport)	One year count down to 2015 Canada Winter Games in Prince George	Events hosted in Prince George and communities across the north to celebrate the countdown
	February	ACGGS (Sport)	Sochi 2014 Paralympic Games send-off	Announce BC athletes representing Canada at the 2014 Paralympics
	Date TBD	LG		LGMA Lower Mainland Spring Chapter Meeting
	Date TBD	LG		LGMA North Central Spring Chapter Meeting
<b>MARCH 2014</b>	March 15, 2014	LG (Property Assessment)	All Property Assessment Review Panel hearings must be concluded.	
	March 31, 2014	LG	Climate Action Revenue Incentive Program grants paid before the end of the fiscal year	
	Date TBD			Regional District Chairs/CAOs Forum

**MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT  
YEAR-AT-A-GLANCE 2013/2014**

**Tab 2**

MONTH	DATE	DIVISION	ACTIONS	OPPORTUNITIES
	Date TBD	LG		Municipal Finance Authority of BC Financial Forum and AGM
	Late March	ACGGS (Arts and Culture)	BC Arts Council Board Meeting – Victoria - Minister/DM/ADM will have an opportunity to meet the board for lunch and address the members	
<b>APRIL 2014</b>	April 30, 2014	LG (Property Assessment)	Property Assessment Appeal Board (PAAB) deadline	
	April 11 – 13, 2014	LG		UBCM – Area Association AGM Association of Vancouver Island and Coastal Communities Area (AVICC), Qualicum Beach
	Date TBD	LG		LGMA Rocky Mountain Spring Chapter Meeting
	April 1, 2014	ACGGS (Gaming Grants)	Opening of intake for PAC and DPAC applications.	
	Date TBD	LG		UBCM – Area Association AGM – Association of Kootney Boundary Local Governments (AKBLG)
	Spring 2014	ACGGS (Sport)	Hosting BC Program 2 <sup>nd</sup> intake	Announcement of successful grant recipients. Various recognition opportunities at events (program welcome, speaking, medal presentation opportunities)
<b>MAY 2014</b>	May 7 – 9, 2014			UBCM – Area Association AGM and Convention - North Central Local Government Association (NCLGA) , Fort St. John
	Date TBD	LG		UBCM – Area Association AGM– Southern Interior Local Government Association (SILGA)
	Date TBD	LG		UBCM – Area Association AGM– Lower Mainland Local Government Association (LMLGA)
		LG	Local Government Awareness Week	

**MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT  
YEAR-AT-A-GLANCE 2013/2014**

**Tab 2**

MONTH	DATE	DIVISION	ACTIONS	OPPORTUNITIES
	Mid-May	LG (Property Assessment)	Deadline for BC Assessment to submit final annual report to Minister responsible for tabling and to Deputy Sergeant-at-Arms; report made public shortly thereafter	
	May 31, 2014	ACGGS (Gaming Grants)	Close of intake for Arts and Culture and Sports applications.	

ACGGS = Arts, Culture, Gaming Grants, Sport Division

IPLO = Integrated Policy, Legislation and Operations

LG= Local Government Division

MSD = Management Services Division

AGLG = Auditor General for Local Government

DPAC = District Parents Advisory Council

FTP = Federal/Provincial/Territorial

LGLA = Local Government Leadership Academy

LGMA = Local Government Management Association

PAC = Parents Advisory Council

PARP = Property Assessment Review Panel

RBCM = Royal BC Museum

UBCM = Union of British Columbia Municipalities

UEL = University Endowment Lands



May 22, 2013

**MINISTRY OF COMMUNITY, SPORT AND CULTURAL  
DEVELOPMENT**

**INTEGRATED POLICY, LEGISLATION AND OPERATIONS DIVISION**

**Responsible:**

Heather Brazier is the Executive Lead.

**Core Business/Program Area Description/Critical Business Processes:**

The Integrated Policy, Legislation and Operations Division delivers key initiatives and functions that help fulfill the mandate of the Ministry of Community, Sport and Cultural Development and advance the priorities of government. The division reports to the Deputy Minister through the Executive Lead and provides the ministry with leadership and support in the areas of legislation, policy, research, central agency liaison, Federal/Provincial/Territorial relations, and Minister and Deputy Minister correspondence services.

The IPLO division does not deliver ongoing government programs. Its specific areas of focus change over time in response to ministry and government priorities. Currently, the division is undertaking:

- Policy and legislative development to implement the recommendations of the Local Government Elections Task Force.
- Policy work on electronic voting in local elections (background work only, in anticipation of the report of the Elections BC expert panel on online voting).
- Secretariat support to the Audit Council which oversees the Auditor General for Local Government.
- Supporting the implementation of the BC Athletic Commissioner and policy and legislative support to the Commissioner's office effective May 30, 2013. .
- Working with the Ministry of Jobs, Tourism and Skills Training to engage local governments with the BC Jobs Plan.
- Providing support to Ministry of Justice for the preparation of the Province's response to litigation challenging government's authority for the incorporation of Jumbo Mountain Resort Municipality.

The Division is also responsible for coordinating a number of strategic, central agency materials, status tracking and communications across the Ministry with client organizations including the Minister's Office, Cabinet Operations, Government Communications and Public Engagement and program areas. It manages Minister's Office liaison on all information requests as well as briefings coordination, Deputy and Ministerial correspondence, Estimates and transition material preparation, Deputy Minister's Committee support, and tracking government priorities. In addition, the Executive Lead for the division is the Lean Executive Sponsor for the ministry; a government-wide

initiative that utilizes a problem-solving approach to improve the effectiveness and efficiency of government processes and practices.

**Budget: (in 000's)**

**2013/14**

2,779

s13, s17

### **Related Legislation:**

The ministry's Legislation Program is a corporate program serving all Divisions. This division provides services and leadership in policy and legislative development related to local government, sport, arts and culture, including legislative program management and planning, development of the ministry's Three-Year Legislative Plan and leading and coordinating official Requests for Legislation.

### **Ministry Key Legislation (as of Sept 2012)**

<b>Act</b>	<b>Details (if applicable)</b>	<b>Division</b>
Arts Council		Arts, Culture, Gaming Grants & Sport
Assessment		Local Government
Assessment Authority		Local Government
Athletic Commissioner		Management Services
Auditor General for Local Government		Local Government
British Columbia Enterprise Corporation	The Act except as it relates to the B.C. Pavilion Corporation	Arts, Culture, Gaming Grants & Sport
Capital Commission		Arts, Culture, Gaming Grants & Sport
Capital Region Water Supply and Sooke Hills Protection		Local Government
Community Charter		Local Government
Gaming Control	Part 6	Arts, Culture, Gaming Grants & Sport
Islands Trust		Local Government
Land Title	s. 219 except subsections (3) (c), (11) (b) & (13), insofar as it relates to the portfolio of the minister	Local Government
Local Government	The Act except ss. 692, 693 & 916-919	Local Government

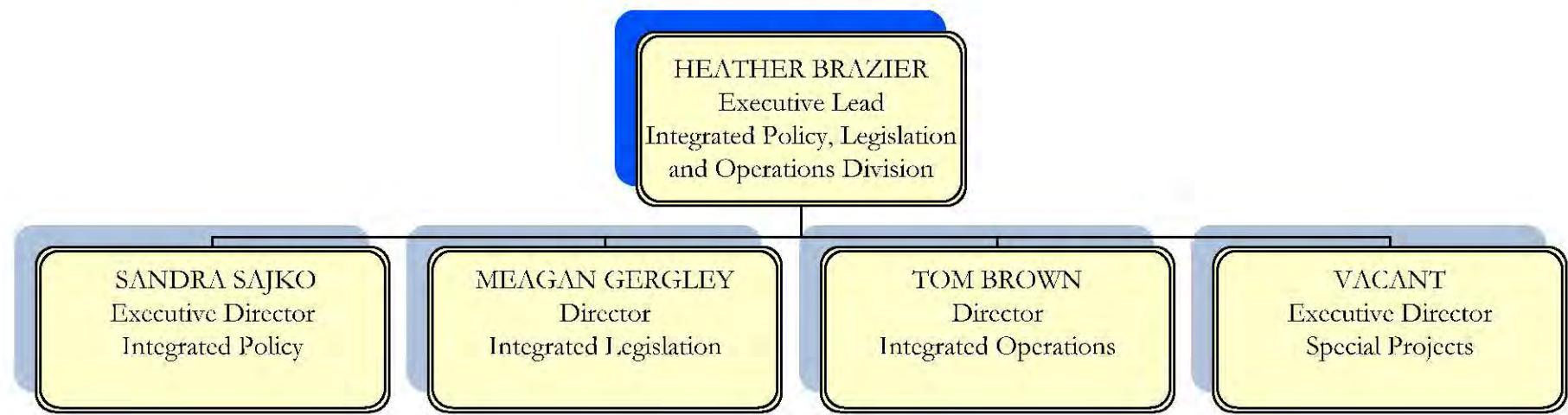


May 22, 2013

Act	Details (if applicable)	Division
Local Government Grants		Local Government
Local Services		Local Government
Manufactured Home Tax		Local Government
Ministry of Municipal Affairs		Local Government
Municipal Aid		Local Government
Municipal Finance Authority		Local Government
Municipalities Enabling and Validating Act(s)		Local Government
Museum		Arts, Culture, Gaming Grants & Sport
Recreational Facility		Local Government
Resort Associations		Local Government
Resort Municipality of Whistler		Local Government
Sechelt Indian Government District Enabling	s. 4	Local Government
Special Accounts Appropriation and Control	ss. 8 and 9	Local Government
University Endowment Land	The Act except ss. 2 (1) (a) and (d) and 3 (b)	Local Government
Vancouver Charter		Local Government

Organizational Chart:

Integrated Policy, Legislation and Operations Division





May 22, 2013

### **Integrated Policy Branch Program Profile**

The Integrated Policy Branch provides services and leadership in policy development, program development, intergovernmental relations, corporate government initiatives and research.

Key Responsibilities and Current Programs/Projects underway:

- Managing corporate and long-term policy issues related to local government, sport, arts and culture, as well as supporting various cross-government initiatives (e.g., tsunami debris and international education), and larger Government initiatives such as the *Canada Starts Here: The BC Jobs Plan*.
- Leading and supporting the implementation, evaluation and education on strategic policy initiatives.
- Examples include, the Auditor General for Local Government, the BC Athletic Commissioner, and Jumbo Mountain Resort Municipality, as well as local government climate change adaptation.
- Providing secretariat support to the Audit Council of the Auditor General for Local Government.

### **Integrated Legislation Policy Branch Program Profile**

The Integrated Legislation Branch provides services and leadership in policy and legislative development related to local government, sport, arts and culture, program management, intergovernmental relations and research.

Key Responsibilities and Current Programs/Projects underway:

- Legislative program management and planning, including development of the ministry's Three-Year Legislative Plan and leading and coordinating Requests for Legislation.
- Leading, managing and supporting strategic policy and legislative initiatives such as the Local Government Elections Task Force legislation.
- Supporting the Minister's Office on legislative initiatives.
- Managing provincial response to UBCM Resolutions.
- Management of ministry library and resource collection.



May 22, 2013

### **Integrated Operations Branch Program Profile**

The Integrated Operations Branch is responsible for coordinating a number of strategic materials, status tracking and communications across the Ministry, with client organizations including the Minister's Office, Cabinet Operations, Government Communications and Public Engagement and programs.

Key Responsibilities and Current Programs/Projects underway:

- Orders in Council, Board Appointments and Ministerial Orders, including tracking, administration and strategic oversight.
- Cabinet Submissions coordination.
- Treasury Board Submission tracking.
- Minister's Correspondence including eApprovals.

In addition the branch manages Minister's Office liaison on all information requests as well as briefings coordination, Estimates preparation (issues), Deputy Minister's Committee support, and tracking government priorities.

The Branch also provides support to the ministry's Executive by coordinating various initiatives on an as-needed basis. These types of requests include:

- Representing the ministry on cross-ministry working groups that have cross-divisional scope.
- Leading the development of transition materials.
- Coordinating cross divisional program evaluation and reporting.
- Managing the process for tabling annual reports in the House.
- Coordinating provincial Ministry issues to support Ministerial and Deputy Minister community/regional visits.

### **Integrated Special Projects Branch Program Profile**

The Integrated Special Projects Branch is responsible for managing time limited special projects, accessing additional resources from within the Ministry and elsewhere to complete projects as necessary to address government priorities. Recent initiatives include the Community Gaming Grants Review, and setting up the Auditor General for Local Government.



May 22, 2013

## **BRIEFING NOTE**

### **CROWN AGENCIES**

**Name:** Audit Council

**Legislative Authority:**

*The Auditor General for Local Government Act*

**Mandate:**

Provides oversight and advice to the Auditor General for Local Government (AGLG) and reviews and monitors the performance of AGLG. The Audit Council was established on April 25, 2012 and in fulfilling its role, its principal initial responsibility was to recommend to the Minister a qualified individual to be appointed as Auditor General for Local Government.

**Current Appointees:**

Name	Position	Date First Appointed	Term Expiry
Heney, J. Richard	Member	2012-04-25	2014-03-31
MacDonald, Donalda	Member	2012-04-25	2014-03-31
Ariganello, Antonio	Chair	2012-04-25	2015-03-31
Payne, Lisa	Member	2012-04-25	2015-03-31
Wood, Timothy, J.	Member	2012-04-25	2015-03-31

**Appointments required:**

- Appointments are made by Order in Council.
- There are no upcoming expiries within the next 90 days.

**Issue(s):**

- FYI -The office of the Auditor General for Local Government is preparing to launch audits in the first quarter of 2013/14.

**Key Contact:**

Name: Heather Brazier

Title: Executive Lead, Integrated Policy, Legislation and Operations Division

Phone: 250-387-3860



May 22, 2013



May 22, 2013

## **BRIEFING NOTE**

### **INDEPENDENT AGENCY**

**Name:** Auditor General for Local Government (AGLG)

**Legislative Authority:**

The *Auditor General for Local Government Act* was passed in February 2012. The Act provides for the appointment, structure and operation of an Auditor General for Local Government) and sets out the AGLG's powers and responsibilities for conducting local government performance audits.

While the AGLG is not an independent officer of the legislature, it does have a high degree of independence from government.

**Mandate:**

The AGLG is an independent office that conducts performance audits of the operations of local governments in order to provide them with objective information and recommendations that will assist them in their accountability to their communities for the stewardship of public assets and the achievement of financial efficiency. This process is designed to protect local government autonomy, thus, the performance audits and recommendations do not call into question the merits of policy decisions or objectives of a local government. Furthermore, any recommendations are non-binding and local governments are not required to adopt them.

The purpose of the AGLG is to conduct performance audits of local government operations and to make recommendations arising from these performance audits. The AGLG has sole discretion to select the performance audits that will be conducted and the office cannot be required to audit a particular local government or a particular type of operation.

The AGLG may publish two kinds of reports in relation to performance audits: a Performance Audit Report, which is specific to a particular performance audit of a particular local government operation; and, best practice recommendations that are identified in the course of conducting one or more performance audits.

The AGLG must produce an Annual Service Plan for the upcoming fiscal year - a statement of goals and objectives, and the general criteria and themes that will inform the selection of future performance audits. The AGLG released its Service Plans for the 2012/13-2014/15 and 2013/14-2015/16 periods in March 2013 (see Appendix A for a summary). The AGLG must also release an Annual Report that reports on the activities of the AGLG in the previous fiscal year, and progress in relation to the goals and objectives established in the Service Plan.



May 22, 2013

### **Current Appointee:**

In January 2013, Basia Ruta was appointed as the first AGLG of British Columbia.

The AGLG has the status of a deputy minister, and is appointed by order-in-council on the recommendation of the minister responsible, further to a recommendation made to the minister by the Audit Council (see separate note).

The AGLG does not have a direct reporting relationship with the minister. The AGLG is accountable to the Audit Council, a separate, neutral, advisory body made up of experts appointed by Cabinet. The Audit Council monitors and reviews the performance of the AGLG, which includes making a recommendation to the minister on the appointment, suspension or removal of the AGLG, reviewing and commenting on AGLG reports, assessing the performance of the AGLG, and generally ensuring that the AGLG functions within the legislated mandate.

### **Appointments Term:**

Five-year term. Reappointment for a second five-year term is permissible under the Act.

### **Issue(s):**

- **30 day issue**
- On May 28, the AGLG will make public (on its website, [www.aglg.ca](http://www.aglg.ca)) its audit topics for 2013/14. The topics are expected to be:
  - Operational procurement
  - Capital planning and procurement
  - Cost containment opportunities in policing
- The audit topics fall within the theme of fiscal and sustainability planning, capacity and internal operations.
- For each topic, the AGLG will likely audit 5-8 local governments, taking into account the diversity of communities in BC. It is expected that the AGLG will announce in late June the first local governments to be audited. Local governments which will be audited will be contacted prior to any public announcement.

### **Key Contact:**

Name: Heather Brazier



May 22, 2013

Title: Executive Lead, Integrated Policy, Legislation and Operations Division

## Appendix A – AGLG Service Plan Highlights

Under the *AGLG Act*, the AGLG must produce an Annual Service Plan for each fiscal year - a statement of goals and objectives, and the general criteria and themes that will inform the selection of future performance audits over a three year period. The AGLG Service Plans for the 2012/13-2014/15 and 2013/14-2015/16 fiscal years were published March 28, 2013. The plans were developed in parallel, with virtually identical content. Highlights are:

**Mandate:** the mandate of the AGLG is to conduct performance audits of the operations of local governments in order to provide them with objective information and relevant advice that will assist them in their accountability to their communities for the stewardship of public assets and the achievement of value for money in their operations.

### Goals:

- Provide local governments with objective, helpful advice;
- Provide accessible information to local governments, stakeholders and the public;
- Respond effectively and in a timely way to emerging issues affecting local governments; and
- Set the foundation for the office's success.

**Audit Themes:** The audit themes will be the basis of specific performance audits. The themes were developed with input from stakeholders from local governments, local government associations, the provincial government and expert advisors.

- Economic Development, Land Use and Transportation Planning and Management: economic development, business initiatives and partnerships and revenue generation, in addition to land use planning and development, transportation planning and management and parks, cultural services and recreation planning;
- Emergency Management and Protective Services: fire services, police services and the various aspects of emergency management.
- Environmental Programs and Services: local government operations related to environmental management (e.g., drinking water management, waste water and sewer services);
- Fiscal and Sustainability Planning, Capacity and Internal Operations: management of fiscal sustainability, including budgeting and forecasting, long term financial planning, reserve planning and management, taxation and expenditure planning, debt level and structure;
- Infrastructure Sustainability and Infrastructure Asset Management: the management of major physical assets such as roads, bridges, buildings and utility plants for which local governments are responsible; and
- (Other) Emerging Issues: this theme provides flexibility for the AGLG to respond emerging issues that had not been previously contemplated.



May 22, 2013

**Selecting Audit Topics:** the AGLG committed to begin its first performance audits early in 2013/14. This will follow the selection of focused audit topics based on the audit themes. Once an audit topic is identified, the AGLG will select local governments for audits based on factors such as:

- The importance of the audit topic to the local government's operations;
- Ensuring that the range of audits, over time, includes local governments of varying natures, sizes, and locations;
- Potential sources of good practices that may be identified and may be of value to other local governments; and
- Other factors, balanced by the resources available.

Under the *AGLG Act*, the specific communities to be audited *cannot* be identified in the Service Plan. The AGLG may choose to audit all or part of an operation in a local government, or all or part of several operations. Additionally, there may be several local governments audited on the same theme in one audit.

**Performance Measures:** Based on the goals and objectives outlined, the AGLG has identified four initial measures of performance:

- Publishing Performance Audit Reports: the AGLG's fundamental activity is conducting performance audits and publishing performance audit reports that offer recommendations to local governments;
- Engaging with Local Governments: the AGLG values its relationship with local governments and relies on discussions with stakeholders regarding areas of relevance and developing trends and issues;
- Operational and Administrative Infrastructure: transitioning the new office into a steady-state will require the development and implementation of a range of systems and policies as well as increases to capacity; and
- Level of Practice: the AGLG adheres to Canadian Standards for Quality Control (CSQC1) and is open to peer reviews of its performance audit work.

Pages 133 through 138 redacted for the following reasons:

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s13

**Ministry Briefings**  
**Honourable Coralee Oakes**  
**Minister of Community, Sport and Cultural Development**

**June xx, 2013**

*Template for Minister's weekly briefings on topics as determined by Minister's Office and Ministry....*

Number	Item	Presenter
1		ADM responsible and any accompanying staff
2		
3		
4		
5		
6		
7		
8		
9		

Pages 140 through 141 redacted for the following reasons:

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s13, s17



June 10, 2013

## Highlights of the Year

The Ministry of Community, Sport and Cultural Development is committed to bringing government services together to build healthy communities that are great places for B.C. families, citizens and businesses to prosper and grow. We provide programs, services and advice, which are tailored to the needs of local governments and communities – to help them achieve their unique goals.

### Supporting Local Governments

The Ministry works with local governments and a wide range of partners to help build healthy communities with the capacity to manage change and provide quality, affordable service to all British Columbians. Highlights from 2012/13 include:

- Operationalizing Canada's first-ever Auditor General for Local Government (AGLG) after the *Auditor General for Local Government Act* was passed in March 2012. The office of the AGLG builds on an already strong local government accountability framework by conducting performance audits and providing recommendations regarding the economy, efficiency and effectiveness of local government operations.
- Establishing the Audit Council, which monitors and reviews the performance of the AGLG. The council's first task was to recommend to the Minister of Community, Sport and Cultural Development a candidate to become the AGLG. The first Auditor General for Local Government assumed the post on January 15, 2013.
- Extending the [Strategic Community Investment Fund](#) (SCIF) to 2014. This program supports local government efforts to stimulate local economies and provides them with increased financial certainty, while continuing to support investments in community safety. SCIF allows local governments to make strategic spending decisions, stimulate local economies and create local jobs.
- Providing \$30m funding through Community Recreation Program, to 98 projects throughout the province in an effort to address the unique challenges faced by communities with respect to meeting recreational infrastructure needs. In addition, ongoing administration of programs such as Towns for Tomorrow, LocalMotion, the Building Canada Fund and the Infrastructure Stimulus Fund continue to help local governments meet critical infrastructure needs in their communities.



June 10, 2013

- Creating the new Jumbo Glacier Mountain Resort Municipality (JGMRM) which was incorporated effective February 19, 2013 and the inaugural meeting of the three-person council was held on that day.
- Signing the Contribution Agreement in Spring 2013 for provincial funding for the Capital Regional District (CRD) Wastewater Treatment Project between the two parties – the CRD and the Province.
- Supporting the Ministry of Jobs, Tourism and Skills Training (JTST) and the BC Jobs Plan through the Enhanced Community Economic Support Initiative (ECESI). This initiative was announced on December 20, 2012 and encompasses a suite of tools and resources that assist communities in growing their economies.
- Working with local governments to address unique regional challenges associated with resource activities. The Province and the Northern Rockies Regional Municipality reached an agreement in 2013 that commits the two governments to working together to identify the need for infrastructure investment based on the level of growth of the natural gas industry in the area.
- Continuing to introduce legislation that supports the modernization of local government operations. Last year the Ministry made amendments to the Community Charter and the Vancouver Charter to allow municipalities to send property tax notices electronically - an effective way to communicate with taxpayers.
- Consolidating local governance and services to improve the integration of service planning and management. Key projects included funding and staff support to launch a community-led [governance study on Salt Spring Island](#) as well as financial support to regional districts that assumed responsibility for local services previously provided by improvement districts.
- Supporting local government's climate action activities. The [Climate Action Revenue Incentive Program](#) provides *Climate Action Charter* signatories with funding that supports their efforts to reduce greenhouse gas emissions and work toward achieving their charter goals.

The Ministry's mandate includes working with other agencies to ensure the property assessment system is transparent, flexible, fair and equitable. Highlights from 2012/13 include:

- Implementing the remaining recommendations of the [Farm Assessment Review Panel](#) for the 2013 assessment year. The changes simplified reporting processes and provided



June 10, 2013

additional production opportunities, benefits for retired farmers and support for commercial farm operations by increasing exemptions on farm improvements.

- Working with BC Assessment to address tax impacts of Property Assessment Appeal Board decisions on local communities related to provincial and federal Crown agency activities.

### **Strengthening Communities through Arts and Culture, Gaming Grants, and Sport**

Arts and culture help build healthy and vibrant communities across British Columbia. Support from the Ministry ensures that B.C. film, museums, dance, books, music, theatre and visual art are a part of our daily life, creating a lasting impact on the lives of British Columbians.

The Ministry's support for arts and culture has enabled B.C. communities to develop, celebrate and showcase B.C. artistic talent and creativity. Highlights from 2012/13 include:

- Distributing \$16.8 million in funding through the BC Arts Council - over 1,000 grants were provided to artists and arts organizations in virtually every community across the province. Funding recipients represent the great diversity of B.C. artists, such as writers, painters, playwrights, actors, musicians, composers, dancers and film makers.
- Delivering two new programs: BC Creative Spaces and BC Creative Communities, which supported one-time projects across the province. A wide range of non-profit community and professional arts organizations, First Nations band councils and friendship centres received support to increase participation in creative activities at the local level. In total, 118 projects were approved in 2012/13, totalling \$2.4 million to help engage residents and visitors in arts and culture and to improve arts infrastructure.

Community gaming grants invest in B.C.'s not for profit organizations that provide vital services to B.C. communities. In 2012/13 over 5,200 organizations throughout the province received \$135 million in gaming grant funds to aid in the delivery of community programs and services.

Through the [2010 Sport and Arts Legacy](#) and Ministry base funding, a range of programs are supported that focus on sport participation, excellence in athletic performance and sport event hosting. Highlights from 2012/13 include:

- KidSport BC™, the After-School-Sport Initiative and other programs that have made participation in sport more affordable and accessible for B.C. families. Funding to provincial sport organizations, the Northern Sport Strategy, the Sport Participation program and the Local Sport Development fund – have also helped provide opportunities for more British Columbians to play sports.



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- Support for programming that helped increase provincial representation on national teams and enhanced the potential for B.C.-based athletes to win medals at national championships, the Canada Games and international competitions like the Olympic and Paralympic Games. B.C.-based athletes earned 50 per cent of Canada's medals at the London 2012 Olympic and Paralympic Summer Games and contributed eight gold, six silver and five bronze medals at the 2013 Special Olympics World Winter Games in PyeongChang, South Korea - achieving a Canadian team record-setting medal performance.
- [Hosting BC](#) funded 96 sport events in 34 B.C. communities in 2012/13. These events brought significant economic and social benefits to host cities and showcased local talent through sport and cultural festivities. Support to major hosting and preparation efforts included funding for the 2013 World Luge Championships (Whistler), 2013 Special Olympics BC Summer Games (Langley) and the 2014 Brier (Kamloops).

The *Athletic Commissioner Act*, which came into force in May 2013, provides a centralized regulatory body to oversee the conduct of professional combat sport contests, such as mixed martial arts throughout B.C. The BC Athletic Commissioner was established to enhance the safety of athletes and officials during these competitions and provide regulatory consistency throughout the province for promoters and participants.

### **Growing Creative Industries through the BC Creative Futures Strategy**

The Ministry launched BC Creative Futures, a strategy to support sustainable, long-term success in the province's creative sector – recognizing that creative industries, including film, television, music, book and magazine publishing, and interactive digital media present vast opportunities for the province. This strategy has three components:

- To nurture emerging creative leaders to help develop a future workforce of collaborative, innovative thinkers.
- To work with the newly formed Creative BC - an independent, non-profit society combining the programs of the B.C. Film Commission and B.C. Film + Media under one body - to develop and implement a broad strategy capitalizing on the sector's strengths and identifying new opportunities for the future.
- To support the future expansion of the Emily Carr University of Art + Design.



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## FACTSHEET: Arts and Culture

### Funding for arts and culture

- In 2013-14, the B.C. government will increase funding for arts and cultural organizations, including individual artists, to over \$60 million - about \$7 million higher than last year.
- B.C. government funding for arts and culture in 2013-14 includes:
  - \$24 million for the BC Arts Council.
  - \$17.5 million for arts and culture through gaming grants.
  - \$11.9 million for the Royal BC Museum.
- Since 2001, the B.C. government has provided more than \$2.6 billion in support for arts and culture in British Columbia, including the screen-based entertainment industry - more than any other government in B.C. history.

### BC Arts Council

- Established in 1995, the BC Arts Council (BCAC) serves as the B.C. government's key funding and development agency for the arts.
- Provided by the B.C. government, BCAC's \$24 million funding for 2013-14 represents a record high and an increase from \$16.8 million last year.
- Every year, BCAC approves about 1,000 grants to applicants from more than 200 communities throughout British Columbia.
- BCAC grant recipients represent a diversity of artists, First Nations, fine art scholarship students and cultural organizations in urban and rural communities from every region of the province.
- The B.C. government appoints council's chair, vice-chair and 15-member board.
- Since 2001, the B.C. government has invested almost \$210 million through the BC Arts Council to support British Columbia's artists, arts and cultural organizations.



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## FACTSHEET: Sports

### Funding for Sport

Since 2001, government has invested more than \$1 billion to support sport in B.C.

We hosted the largest, most successful sporting event in BC history--the 2010 Winter Olympic and Paralympic Games.

The province is now preparing to host the largest multi-sport event ever to come to northern BC: the 2015 Canada Winter Games in Prince George. The Games will have an estimated economic impact of \$70 - 90 million for the region.

In support of the 2015 Games, the province is investing \$11.2 million towards hosting the Games and \$390,000 to develop sport programming through the Northern Sport Strategy that will benefit British Columbians throughout the North.

The Sport and Art Legacy Fund, originally a commitment of \$20 million for three years, is now part of the Ministry's core funding.

In 2013/14, the Province is providing more than \$50 million in sport funding. This includes:

- \$28 million from Gaming Funding
- Close to \$23 million in direct transfers to the Sport System
  - \$10.5 million for Participation Programming
  - \$7.8 million for High-Performance Programming
  - \$3.3 million for BC Games, Hosting BC, and major events

These investments are on top of the more than \$40 million in one-time support provided in the lead-up to the 2010 Olympic and Paralympic Games. Funding helped support programs like:

- KidSport BC: has received more than \$2.2 million since 2006 to help families defray the costs of registering their children in sport. KidSport helps more than 5,500 kids each year from every corner of the province.
- Own the Podium: \$10 million to the national program that continues to benefit high-performance athletes, including the BC athletes who competed at the London Olympics and Paralympics.
- BC Sport Participation Program: received more than \$4 million since 2005 to offer free or subsidized sport programs within school or community settings for more than 70,000 people annually.



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We've invested more than \$690 million in new sport infrastructure since 2005, including:

- Paralympics Training & Development Centre in Kimberley
- Charles Jago Northern Sport Centre in Prince George
- Pacific Institute for Sport Excellence in Victoria
- The Olympic Venues
- The National Soccer Development Centre at UBC (funding yet to be provided)
- \$30 million Community Recreation Program; and
- More than 70 other sport and recreation facilities across the province.



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## ISSUE NOTE

### Elections Task Force Implementation

#### Issue:

- Local Government Elections Task Force implementation and proposed *Local Elections Campaign Finance Act*.

#### Background:

In 2009, the Local Government Elections Task Force (the Task Force) was created to recommend improvements to the local elections process in BC. The Task Force included members from the provincial government and the Union of BC Municipalities (UBCM).

The Task Force explored “gaps” in the current local elections rules, especially with respect to campaign finance rules, which were highlighted after a few high-profile incidents occurred during the 2008 general local government elections. After examining these issues, and other elections-related proposals raised by UBCM through its annual policy resolutions process, the Task Force made 31 recommendations in five areas:

- ensuring accountability;
- enhancing transparency;
- increasing accessibility;
- strengthening compliance and enforcement; and
- expanding education and advice.

Originally planned for 2011, the magnitude and complexity of the changes being contemplated, and concern about the lack of time to educate participants about the new rules, resulted in a reassessment of the timeline. Government announced in April 2011 that the Task Force recommendations would be implemented in time for the 2014 local elections. s13, s14

s13, s14

Page 150 redacted for the following reason:

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s13, s14



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## ISSUE NOTE

### Attendance at the Provincial-Territorial Meeting of Ministers Responsible for Local Government in Whitehorse in July 2013

#### Issue:

- The Minister and Deputy Minister (DM) will have the option of attending the Provincial-Territorial Meeting of Ministers Responsible for Local Government in Whitehorse from July 9<sup>th</sup> to 11<sup>th</sup>, 2013.
- It is anticipated that a decision as to who will attend the meeting on behalf of B.C.'s Ministry responsible for local government will be required latest by mid-June 2013 (given accommodation needs).

#### Background:

- Provincial-Territorial Ministers Responsible for Local Government meet annually to discuss issues of mutual interest. This year's meeting will be hosted by Yukon in Whitehorse.
- Deputy Ministers also typically attend and hold parallel meetings, as may some staff (e.g. members of the Provincial-Territorial Officials Committee (PTOC)). PTOC supports PT policy directions through research, issue monitoring and information resources as well as supporting preparations for the Ministers' meeting (e.g. developing support materials and joint messaging).
- Minister Ida Chong and Deputy Minister Don Fast attended last year's PT meeting in Kananaskis, Alberta. Working group discussions focussed on local government infrastructure needs, climate change and accountability.
- In Whitehorse the most significant agenda item for PT Ministers is a discussion about the Federal Government's new Building Canada Plan for infrastructure funding with Federal Minister for Transportation and Infrastructure Lebel.
- Deputy Ministers for local government met via conference call on May 9, 2013 to discuss the upcoming meeting agendas. More information regarding the specific focus of the Building Canada Plan discussion may be forthcoming at an anticipated May teleconference with the Federal Minister.
- Draft agendas are attached.

#### Decision required:

- **30 day issue**
- A decision is required as to who will attend the July PT meeting in Whitehorse on behalf of the Ministry.



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## ISSUE NOTE

### BC-Asia Twinning

#### Issue:

- Building economically robust relationships between local governments in BC and Asia.

#### Background:

- The BC-Asia Twinning Project (Project) was launched in 2007 to foster stronger ties between local governments in BC and Asia.
- Priority countries were China, Japan, Korea and India.
- From 2008 to 2011, the Project completed its core deliverables which include the BC-Asia Twinning Tool Kit, website, workshops and grant program.
- The \$1million grant program was allocated to 23 local governments to create new, or expand existing, Asia Pacific relationships.
- Funds were primarily used for twinning related travel. BC communities sent 35 missions to Asia (66% to China) and received 31 Asian delegations (77% from China).
- Over the duration of the Project, BC communities created 27 new twinning or similar agreements.
- Subsequent to a meeting in late 2012 between the DMs of the Ministry of Community, Sport and Cultural Development (CSCD) and Jobs, Tourism and Skills Training (JTST), it was determined that a review would be undertaken to assess the status and effectiveness of BC-Asia twinning relationships.
- To support the review, 70 municipalities with twinning-like arrangements were invited to complete an online survey. The survey was open from March 27, 2013 to April 15, 2013. A total of 35 responses were received (50% response rate).
- Survey results show that:
  - 69% of communities consider their twinning relationship as very active or active;
  - 75% believe their twinning efforts have provided many benefits or some benefits;
  - the most common benefits of twinning are international cultural awareness and educational opportunities;
  - the most common challenge was a lack of funding sources;
  - missions and receiving delegations are a vital part of the twinning process;
  - a strategic plan played a valuable role throughout the entire process;



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- 20% believe twinning resulted in increased economic diversification; and
  - communities want to focus on expanding the economic benefits of twinning.
- New agreements and reinvigorated dormant relationships are evidence that the Project was successful in building more robust BC-Asian relations.
- The review suggests that twinning makes a positive contribution towards expanding international trade, but examples of tangible economic outcomes are elusive. This is because it is inherently difficult to track, quantify and attribute economic growth to twinning.
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s13

**Decision required:**

**FYI only**

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## ISSUE NOTE

### Issue: Electronic Voting in Local Elections

- Online voting is of interest to many British Columbians, as well as a number of municipalities.
- At the request of government, BC's Chief Electoral Officer convened an independent expert panel in Fall 2012 to review the use of internet voting in both provincial and local government elections. The panel is examining issues regarding security, safety, privacy and anonymity of the process.
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s13

- The next local government elections are in November 2014.

### Background:

- In August 2012, Minister of Justice, Shirley Bond requested that Chief Electoral Officer Keith Archer convene an independent expert panel to review best practices with respect to internet voting in other jurisdictions and to examine the issues associated with implementing internet voting in provincial and local elections in BC.
- The panel members are:
  - Keith Archer, Ph.D., Chief Electoral Officer, Elections BC (Chair)
  - Dr. Konstantin (Kosta) Beznosov, Associate Professor, Department of Electrical and Computer Engineering, University of British Columbia
  - Lee-Ann Crane, Chief Administrative Officer, East Kootenay Regional District
  - Dr. Valerie King, Professor, Department of Computer Science, University of Victoria
  - George Morfitt, former Auditor General of British Columbia
- The expert panel was convened in Fall 2012 and met during the Fall and Winter. The panel is expected to resume its meeting schedule after the provincial election.
- Lee-Ann Crane, Chief Administrative Officer for the Regional District of East Kootenay, has been appointed to the panel to provide a local government perspective. Ministry staff were invited to present to the expert panel on BC's local government elections process at the panel's December 2012 meeting.
- The Union of BC Municipalities (UBCM) endorsed a resolution supporting online voting at the UBCM annual convention in September 2011. A workshop respecting Internet Voting was held at the 2012 UBCM convention. The session was chaired by Allison Habkirk (former District of Saanich Mayor) and Rob Botterell, Chair of an organization called Canadian Electoral Democracy Association (CDEA).
- In January 2011, Vancouver and Surrey councils discussed the possibility of using online voting in the 2011 local elections. Other local governments have expressed interest in



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piloting internet voting, including Abbotsford, Nanaimo, Coquitlam, Surrey, Richmond and the Islands Trust.

- Current legislation that provides the rules for local government elections (*Local Government Act* and *Vancouver Charter*) does not provide authority to enable online voting in general elections. Legislative amendments would be needed to provide clear authority for municipalities to implement this type of voting.
- Online voting has been used in local government elections in other provinces, such as Ontario and Nova Scotia. Both provinces amended their local government elections legislation to enable this form of voting.
- Ministry staff has done initial policy work to determine how online voting could be implemented at the local level. The Ministry is waiting on the expert panel's report and government direction before moving forward on this issue.

**Decision required:**

- **No decision required. For information only.**



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## ISSUE NOTE

### Enhanced Community Economic Support Initiative

#### Issue:

- Assisting local governments in growing their economies and enabling job creation.

#### Background:

- Announced on December 20, 2012, the Enhanced Community Economic Support Initiative (ECESI) encompasses a suite of tools and resources that assist communities in growing their economies.
- CSCD supports the ECESI lead, the Ministry of Jobs, Tourism and Skills Training (JTST).
- CSCD has been closely involved in two key ECESI projects:
  1. **Economic Development Essentials for Local Government Leaders Workshops:** From January to April, 2013, the Province and the Economic Development Association of BC (EDABC) delivered 15 workshops throughout BC, primarily in smaller communities. A total of 400 local leaders learned about strategies, tools and techniques that can be used to support business growth and attract investment. Feedback from participants was extremely positive. Webinars are being created for the three most popular topics.
  2. **Business Attraction Toolkit for BC Communities:** Launched in April 2013, this online suite of resources helps communities identify economic opportunities, develop strategic plans, host potential investors and capitalize on local assets.
- Other ECESI projects led by JTST are: OpportunitiesBC content expansion, Regional Economic Collaboratives and support for LNG-affected communities.
- In addition to ECESI, CSCD is actively supporting community economic development through:
  1. **CSCD website enhancements:** Restructuring between CSCD and JTST created a gap for community economic development information on CSCD's website. Enhancements were recently completed to ensure that local governments can find economic development resources through the Ministry's website.
  2. **EDABC conference:** The Association has allocated a 1 hr workshop session for the Province at their upcoming June 23-26 conference. CSCD is currently working with JTST on workshop scope. EDABC will invite the Premier and relevant Ministers to attend and present.



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3. **BC-Asia Twinning Project Review:** Analysis of outcomes, issues and opportunities.  
See BC-Asia Twinning Project Issue Note for details.

**Decision required:**

**FYI only**

- Anticipated requests: CSCD is currently working with JTST to identify priority projects that will further advance community economic development and enable job creation. s13

s13



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## PROGRAM NOTE

### Program:

- **Community Recreation Program**

### Background:

- The Community Recreation Program, a \$30-million dollar infrastructure funding program, was developed to address the unique challenges faced by communities with respect to meeting recreational infrastructure needs.
- The program focused on local government capital projects that make communities healthier, more active places in which to live
- Program announced in September 2011. Funding awarded for 98 projects in March 2012. All funding was committed.
- The provincial share of project funding was capped at 80% of eligible project costs.
- The \$30 million in funding was expended in fiscal 2012/13 through stipulation agreements.
- The full list of funded projects is online at:  
[http://www.cscd.gov.bc.ca/lgd/infra/infrastructure\\_grants/funded\\_projects.htm](http://www.cscd.gov.bc.ca/lgd/infra/infrastructure_grants/funded_projects.htm)

### Status:

- All contribution agreements have been signed.
- 8 projects have completed construction.
- Projects have until March 31, 2015 to complete construction.

### Next Steps:

- Ministry staff will continue to monitor on-going projects.

### Contact:

Program Area Contact: Brian Bedford

356-0700



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## PROGRAM NOTE

### Program:

- **Northern Rockies Infrastructure Development Contribution Agreement**

### Background:

The Northern Rockies Regional Municipality (NRRM) has been concerned that the potential growth of the shale gas industry will place significant demands on the community for housing, infrastructure and community services that it will not be able to meet through property taxes. In July 2012, the Province and the NRRM signed an MOU that established a working group to undertake a community development and infrastructure planning project that evaluated the need for community and regional infrastructure based on different LNG growth scenarios, and the capacity of NRRM to finance such infrastructure.

Key findings of the report suggest that under a moderate growth scenario, the current population of about 5,800 could increase to 11,000-13,000 by 2025. Capital costs of the infrastructure identified as necessary to accommodate that growth were estimated to be \$293M. NRRM has an annual deficit in the order of \$20M/year in its capacity to finance these works.

### Contribution Agreement:

In April 2013 the Province entered into the Northern Rockies Infrastructure Development Contribution Agreement (the Agreement). Under the terms of the Agreement, commencing in fiscal 2015 and subject to required approvals, the Province may provide the NRRM with an annual contribution up to a maximum of \$10,000,000. The term of the Agreement runs to March 31, 2036 with the potential for extension.

Under the terms of the Agreement the NRRM is required to complete a series of cascading plans:

- A 20 year **Multi Year Infrastructure Development Plan** (MYID) that identifies infrastructure and other capital works needed to facilitate the growth of the NRRM as a service centre for the natural gas sector, to be submitted to the Province by December 31, 2013.
- A 5 year **Capital Expenditures Plan** (CEP) which describes projects, estimated costs and proposed sources of funding for works to be implemented within that five year period, to be submitted to the Province by October 31, commencing in 2013.



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- A 1 year **Annual Infrastructure Development Plan** (AIDP) which provides a detailed description of projects the NRRM intends to undertake that year, and the details for the funds that NRRM will be contributing from its own revenue sources.

A Provincial/NRRM Management Committee (MC) will review the CEP and AIDP on an annual basis and make recommendations to the Province in relation to annual funding of the proposed infrastructure and capital works described in the AIDP. Recommendations will broadly consider the type of infrastructure being proposed for development, the NRRM's proposed financial contributions to the construction of that infrastructure and the overall fiscal capacity of the NRRM to operate and maintain that infrastructure in the event that funding under the Agreement is not approved.

**Status:**

NRRM is in the process of developing the required plans.

**Contact:**

Julian Paine, ADM LGD



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## PROGRAM NOTE

### Program:

- **Peace River Industrial Tax MOU**

### Background:

Initiated in 2005, the Peace River MOU is a 15-year agreement to provide a stable source of revenue to local governments in the Peace River Regional District (PRRD), where oil and gas industry assessments produce a limited contribution to local government through local property taxation due to their dispersed location within the Peace River farming areas.

The MOU provides for provincial funding to PRRD based on a formula. The formula provides a base amount of \$20 million plus an escalator to account for increases in the assessed value of the region's industrial property. Thus the annual provincial funding amount is a direct result of changes in the assessed value of property in a given year.

The PRRD allocates all funds received under this MOU to the municipalities within the PRRD and its electoral areas, based on a formula and procedures set out in the MOU. Funds are primarily directed to Fort St. John and Dawson Creek, the region's two major service centres, but all jurisdictions receive an allocation each year. The accumulated funding total since 2005 is approximately \$259.1 million, including \$39.4 million to the region through the 2013 installment.

The payments under the MOU agreement provide significant benefits to the region by reducing the local property tax burden, and addressing historical deficits in local infrastructure.

### Status:

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### Next Steps:

s13, s16

### Contact:

Talitha Soldera/Glen Brown



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## PROGRAM NOTE

### Restructure Program:

- The program oversees the restructure of local governments in the province. Restructure can include: incorporation of municipalities; major restructuring of existing municipalities; amalgamation of one or more existing municipalities; extension of municipal boundaries; and restructuring of regional districts.
- The program supports locally initiated restructure processes by providing advice and guidance and provision of financial incentives. Three grants are provided in accordance with the *Local Government Grants Act* and Regulation:
  - *Restructure Planning Grants* assist communities in studying the implications of restructure.
  - *Restructure Assistance Grants* provide an incentive for communities to restructure and support newly incorporated or restructured municipalities with transitional assistance.
  - *Restructure Implementation Grants* support the implementation of approved restructures by providing for interim administration and the transfer of improvement districts to local government.

### Current Restructure Work:

- Potential municipal restructures include Salt Spring Island (governance study) and Fernie/West Fernie (restructure)
- Regional district restructures include Kitimat Stikine (boundary study), Capital/Cowichan Valley boundary realignment, and the Cariboo electoral area boundary realignment
- Municipal boundary extensions take place throughout the year; several boundary extension requests have been received and are in various steps in the process, these include: Village of Nakusp, City of Fort St. John, and City of Vernon

### Contact:

- Marijke Edmondson, Director  
Local Government Structure  
Telephone: 250 387-4058



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## **PROGRAM NOTE**

### **Program:**

- **Transitional/Special Assistance Transfers**

### **Background:**

Special purpose grants assist in the resolution of unusual or unique local problems and include railway tax mitigation, CN Accommodation, Local Services Grants and grants in lieu of taxes on provincially owned property within a municipality.

### **Railway Tax Mitigation:**

The objective of the railway property tax reform initiative, introduced in 1995, was to reduce the amount of property taxes paid by the railway companies so as to improve their competitiveness and to bring the property taxes they paid in British Columbia more into line with those paid in other jurisdictions. A concurrent objective was to ensure that no local government was significantly impacted by these changes. Due to the complexity of the regional district property tax assessment, it was determined in 1997 that mitigation for significantly impacted minor taxing jurisdictions could not be achieved through manipulation of individual adjustment factors and that cash compensation on an on-going basis was needed. It was the opinion of Treasury Board staff that compensation in 2000 and future years was part of the cost of the railway tax reform “package” that had been approved by Cabinet.

### **CN Accommodation:**

Under this initiative, there are 26 Aboriginal Bands that have agreement with the Province to receive a grant equal to what the band would receive if they were collecting a property tax on the CN rails and rail beds that cut through or run adjacent to the Band’s reservation.

### **Local Services Grants:**

This specifically relates to the Province’s 15-year commitment to provide an annual grant of approximately \$1M in lieu of taxes to the Regional Districts of Bulkley-Nechako and Kitimat-Stikine for the Kemano hydroelectric facility. As a 1950 agreement between the Province and Alcan exempted Kemano for property taxation, this grant compensates the two districts and allows them to provide and support infrastructure in their regions. The amount is calculated and divided between the two regional districts according to the same formula used for payments in lieu of taxes made by BC Hydro for their generating facilities.

### **Grants In Lieu of Taxes:**

Crown Provincial owned and improved properties are exempt from property taxes. The Grant in Lieu of Taxes program assist municipalities which host these properties with the costs associated



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with providing services. Properties which are not maintained by Shared Services BC are included in this Ministry's portfolio.

**Status:**

Payments are made annually under each of these grant programs in the following amounts:

<b>Program Budget</b>	<b>2012/13 Budget \$000's</b>
Railway Tax Mitigation	658
CN Accommodation/Aquila	492
Local Services Grants	1,000
Grants in Lieu of Taxes	465
<b>Total</b>	<b>2,615</b>

**Next Steps:**

Timing of transfers under each of the above noted programs is usually set out in the agreements or legislation that governs them.

Railway Tax Mitigation – by August 1

CN Accommodation – by July 1

Local Services Grants – by November 30

Grants in Lieu of Taxes – by August 1

**Contact:**

Talitha Soldera, Director, Local Government Finance (250) 387-4063



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## EXECUTIVE MEMBER BIOGRAPHY

**JULIAN PAINE**

**ASSISTANT DEPUTY MINISTER**

**LOCAL GOVERNMENT DIVISION**



Julian joined the BC public service in 1986 with the Ministry of Finance and Corporate Relations after several years as a management consultant in Victoria. He worked for seven years as a Treasury Board Analyst where his assignments involved all of the major economic development ministries and Crown Corporations of government, culminating with the Ministry of Forests for the final two years.

In 1994, he transferred to the newly created Forest Renewal BC to lead forestry program development and corporate planning. Julian moved to the Ministry of Forests in 1999 as Executive Director, Tenure and Revenue. In 2003, he led a tenure reallocation program involving negotiation of \$250 million in compensation agreements with major industry and the creation of a \$125 million trust to benefit impacted forestry workers and contractors. In 2005, he was appointed Assistant Deputy Minister, Strategic Initiatives with the Ministry of Aboriginal Relations and Reconciliation in charge of non-treaty negotiations and responsible for developing the Province's resource revenue sharing policy for First Nations.

In November 2011, Julian transferred to his current position with the Ministry of Community, Sport and Cultural Development as Assistant Deputy Minister, Local Government and Inspector of Municipalities.

Julian received a BSc and MPA from the University of Victoria.

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## BRIEFING NOTE CROWN AGENCIES

**Name:** Board of Examiners (BoE)

**Legislative Authority:**

*Local Government Act*

**Mandate:**

The Board of Examiners is established under the *Local Government Act* to oversee the certification of senior local government officials.

**Current Appointees:**

Name	Position	Date First Appointed	Date of Reappointment	Term Expiry
Crawford, Marie	Member	2007-02-06	2010-11-04	2013-11-04
Poole, Ron	Member	2007-02-06	2010-11-04	2013-11-04
Paget, Gary D.	Member	2009-11-26	2012-11-26	2015-11-26

**Appointments required:**

- Appointments are made by Order in Council.
- There are no upcoming expiries within the next 90 days.

**Issue(s):**

- N/A

**Key Contact:**

Name: Gary, Paget

Title: Chair

As well as Senior Advisor, Local Government Division

Phone: 250-953-4129



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## **BRIEFING NOTE**

### **CROWN AGENCIES**

**Name:** Islands Trust Fund Board (ITFB)

**Legislative Authority:**

*Islands Trust Act*

**Mandate:**

The object of the Trust is to preserve and protect the trust area, consisting of islands located in the Georgia Strait and Howe Sound. The Act establishes the Islands Trust Fund to assist in carrying out the object of the Trust and a Board of Directors to administer the fund.

The Islands Trust Fund Board is a separate corporate entity within the Islands Trust and is empowered to acquire and hold money, land and an interest in land within the trust area and to administer and manage the Islands Trust Fund.

**Current Appointees:**

Name	Position	Date First Appointed	Date of Reappointment	Term Expiry
Atha, Dereck	Provincial Member	2010-06-16	2011-08-05	2013-07-31
Glover, Julie	Provincial Member	2011-12-31	n/a	2013-12-31
Grant, Robert	Provincial Member	2009-07-21	2011-08-05	2014-07-31

**Appointments required:**

- Appointments are made by Ministerial Order.
- **Appointment expiry within the next 60 days. The next expiry will be July 31, 2013.**

**Issue(s):**

- N/A

**Key Contacts:**

Name:	Title:	Phone:
Nicola Marotz	Executive Director, Governance and Structure Branch, Local Government Division	250-953-4129



Michelle Dann     Director, Advisory Services, Governance and Structure Branch,  
Local Government Division

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250 387-4059



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## **BRIEFING NOTE**

### **CROWN AGENCIES**

**Name:** Property Assessment Appeal Board (PAAB)

**Legislative Authority:**

*Assessment Act*

**Mandate:**

To determine property assessment appeals from across the province on valuation, classification and exemption issues and to complete appeals as quickly as possible at minimum cost to all parties. The Board is independent from the Property Assessment Review Panels, government and BC Assessment Authority.

**Current Appointees:**

<b>Name</b>	<b>Position</b>	<b>Date First Appointed</b>	<b>Date of Reappointment</b>	<b>Term Expiry</b>
Begg, Patricia	Member	2006-03-15	2011-03-15	2013-12-31
Bridal, John	Member	2003-02-01	2011-01-31	2013-12-31
Hope, Christopher John	Member	2008-12-08	2010-12-31	2013-12-31
Kasting, Robert A.	Member	2008-12-08	2010-12-31	2013-12-31
Maitland, Bruce	Member	2006-03-15	2011-03-15	2013-12-31
McConnell, Brian E.	Member	2008-02-19	2010-03-15	2013-12-31
Risk, Q.C., Donald H.	Member	2008-03-15	2010-03-15	2013-12-31
Sandhu, Simmi K.	Vice Chair	2001-04-02	2011-01-31	2013-12-31
Suttorp, Audrey A.	Member	2006-03-15	2011-03-15	2013-12-31
Thornicroft, Kenneth Wm.	Member	2003-02-01	2011-01-31	2013-12-31
Vickers, Cheryl Lynn	Chair	1993-01-01	2010-06-24	2013-12-31
Beatty, D. Allan	Member	2010-01-31	2012-01-31	2014-12-31
Hand, Jeffrey	Member	2010-01-31	2012-01-31	2014-12-31
Morgan, Garfield	Member	2012-06-22	n/a	2014-12-31
Pearson, Harvey L.	Member	2009-11-26	2011-12-31	2014-12-31
Chettiar, Valliammai	Vice Chair	2011-09-16	n/a	2015-08-31
Dybvig, Larry O.	Member	2012-11-23	n/a	2015-12-31
Flood, Dianne	Member	2009-01-01	2012-11-23	2015-12-31
Lee, David M.	Member	2010-06-24	2012-12-31	2015-12-31
Pope, Q.C., Dale B.	Member	2010-06-24	2012-12-31	2015-12-31



May 22, 2013

Name	Position	Date First Appointed	Date of Reappointment	Term Expiry
Sharp, Brian	Member	2012-11-23	n/a	2015-12-31

**Appointments required:**

- Appointments are made by Order in Council.
- There are no upcoming expiries within the next 90 days.

**Issue(s):**

- N/A

**Key Contact:**

Name: Cheryl Vickers

Title: Chair

Phone: 604-775-1740



May 22, 2013

## **BRIEFING NOTE CROWN AGENCIES**

**Name:** Property Assessment Review Panels (PARP)

**Legislative Authority:**

*Assessment Act*

**Mandate:**

To provide property owners with an independent, accessible and equitable forum for review and consideration of their Property Assessment complaints (appeals).

**Current Appointees:**

- 70 Chairs and 205 panel members.

**Appointments required:**

- Appointments are made by Ministerial Order.
- There are no upcoming expiries within the next 90 days.

**Issue(s):**

- N/A

**Key Contact:**

Name: Steve Feldman

Title: Manager, PARP, Property Assessment Services Branch, Local Government Division

Phone: 250-356-5268



May 22, 2013

## BRIEFING NOTE

### CROWN CORPORATIONS

**Name:** BC Assessment Authority (BCA)

**Mandate:**

To establish and maintain uniform real property assessments throughout British Columbia in accordance with the *Assessment Act*. The Act also requires that BCA produce annual rolls with assessments at market value.

Current Appointees:

Name	Position	Date First Appointed	Date of Reappointment	Term Expiry
Starke, Johann	Director	2011-07-31		2013-07-31
Rogers, M. Judy	Chair	2009-11-04	2011-10-31	2013-10-31
Taylor, Richard	Vice Chair	2011-06-16		2013-10-31
Eddin, Sheila	Director	2012-06-22		2014-07-31
Foucher, Philip	Director	2012-06-22		2014-07-31
Gilberg, Shelley	Director	2012-07-31		2014-07-31
Miles, Ronald S.	Director	2012-06-22		2014-07-31
Salomon, Charlotte A.	Director	2012-07-31		2014-07-31
Nelson, Deborah	Director	2013-03-31		2015-12-31
Jack, Ernest	Director	2011-12-01	2012-12-31	2015-12-31
Smienk, Johannes	Director	2011-12-01	2012-12-31	2015-12-31
Vanderhorst, Bernard	Director	2011-12-01	2012-12-31	2015-12-31



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**Financial Information (high level):**

	2013/2014	2014/2015	2015/2016
	<b>Budget (\$millions)</b>		
<b>Revenue</b>	86.985	88.923	91.375
<b>Expenses</b>	86.985	88.923	89.951
<b>Net income (loss)</b>	0	0	1.424
<b>Debt</b>	0	0	0
<b>Capital Expenditures</b>	3.328	7.715	8.107

**Issues:**

- No current issues

**Appointment Status:**

- Appointment expiry July 31, 2013 (Starke).
- Appointments are made by Order in Council.



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## ISSUE NOTE

### By-election exemption for Coquitlam

#### Issue:

- Coquitlam Mayor Stewart is seeking a provincial exemption from holding a by-election to replace Councillor Linda Reimer, newly elected MLA.

#### Background:

- In the May 2013 provincial election, a number of local government members (e.g. mayors; councillors) were elected as provincial MLAs. Some concerns have been expressed about the cost of by-elections for the local governments affected.
- An elected MLA does not have to resign from council; if they do, a by-election must be held as soon as reasonably possible after vacancy occurs. Under the *Local Government Act*, a council may decide not to hold a by-election if the vacancy on Council occurs after January 1 in the year of the general election and quorum is met; in any event, council does not need to hold a by-election if the vacancy occurs after July 1 in the year of the general election.
- The Premier has been quoted as indicating that such council members have the option to take unpaid leave from their council duties and then resign after January 1, 2014.
- Under the *Community Charter*, municipal councils have authority to grant council members leave from attending council meetings. The legislation is silent on further details of a leave (e.g. addressing council member compensation; responsibilities during such leave; time frame for leave).
- Municipal councils have corporate powers (e.g. to determine matters related to the remuneration of council members), and powers to pass bylaws to govern council procedures.
- Recently, Mayor Stewart has called for a provincial exemption from holding a by-election for council members who have been elected as MLAs.

#### Decision required:

- **30 day issue**
- As the legislation does not preclude council members taking leave from council, granting a leave is council's decision. In making their decision, council would likely want to consider



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matters such as the purpose and time frame for the leave, impact on quorum, council member's roles and responsibilities, and citizen expectations.

- Changes to legislated requirements must typically be made by legislation amendment. *Community Charter* s. 281 provides a regulation-making authority for Cabinet to provide an exception to a legislative requirement for a specific municipality or class of municipalities.

s13



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## ISSUE NOTE

### Boundary Extensions - Ministerial and Cabinet Consideration

#### Issue:

- Local government boundary changes ready for Ministerial and Cabinet consideration in June-August 2013.

#### Background:

- Boundary extensions involve the adjustment of municipal and improvement district boundaries to add (or subtract) a small-to-moderate number of properties.
- The most common reasons for boundary extension requests are:
  - Simplification of the process for extending municipal services;
  - Expansion of the municipal tax base;
  - Resolution of so-called “free-rider” issues (e.g. services used by fringe areas);
  - Assertion of control over fringe-area development;
  - Response to property owner requests related to servicing or development.
- The processing of boundary extensions is a demand-driven service. Following consultations with property owners, and relevant local agencies, local governments submit an application package to the Ministry for review and internal consultations with other Ministries.
- Under legislation, municipal councils require the approval of their electorate before they may confirm a boundary extension request; by Ministry policy, in most cases the consent of a majority of the affected property owners in the extension area is also required.
- Applications that have met the policy and legislative criteria are forwarded to the Minister for decision on whether to recommend the boundary change to the Lieutenant Governor in Council. Boundary changes are enacted in Letters Patent, issued under an Order in Council.

#### Decision required:

- **30 day issue**

s13, s16, s12



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s12, s13, s16



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## ISSUE NOTE

### Johnson's Landing Provincial Response

**Issue:** Johnson's Landing Provincial Response

**Background:**

- On July 12, 2012, a landslide occurred in Johnson's Landing, in the Regional District of Central Kootenay (RDCK) that resulted in four fatalities, destruction of four homes and damage to two others. Critical infrastructure was disrupted – the community water system, road access, and hydro power. There is continuing disruption to 12 properties and two roads.
- Approximately 10 percent of the rural community was severely impacted by the slide.
- Response and recovery has been an inter-ministry effort with Emergency Management BC (EMBC), Ministries of Transportation and Infrastructure (MoTI), Health (MoH), Community, Sport and Cultural Development (MCSCD) and the Interior Health Authority.
- In March 2013, after a joint Minister's meeting, including Minister Bennett (MCSCD), Minister Bond (JAG), Minister Polak (MoTI), and Minister MacDiarmid (MoH), as well as representatives from the RDCK and IHA, Minister Bennett approved \$40,000 in funding support toward non-capital and planning/engineering costs associated with the community water system. Note that the water system is owned by the residents and not the RDCK.
- EMBC has provided over \$300,000 through the Disaster Financial Assistance program.
- The Regional District commissioned a geotechnical study and EMBC provided the funding (\$850,000). The study was released on May 23, 2013 and is available on the RDCK website: [http://www.rdck.bc.ca/community/emergency/johnsons\\_landing\\_landslide.html](http://www.rdck.bc.ca/community/emergency/johnsons_landing_landslide.html).
- RDCK hosted a community information session, with provincial representatives present on May 23, 2013. RDCK news release is posted: <http://www.rdck.bc.ca/publicinfo/news.html?action=display&id=403>
- The study noted that a landslide of similar size has not occurred in the Johnson's Landing area since the glaciers receded (about 12,000 years ago).
- The Province and RDCK are currently reviewing the content and recommendations of the geotechnical study.

**Decision required:**

- **30 Day FYI - No decision required.**

**BACKGROUND**  
**CREATION OF THE JUMBO GLACIER MOUNTAIN RESORT MUNICIPALITY**

**Local Government Division**  
**Ministry of Community, Sport and Cultural Development**  
**May 2013**

## 1. Introduction

The creation of the Jumbo Resort Mountain Resort Municipality has a long and complex history. The decision also sits in a larger context of the Province's evolving approaches to using local government institutions to support economic development. This paper provides background to the provincial government decision on Jumbo and the larger provincial context. It covers:

- Evolving Provincial approaches to developing ski resorts in the province on crown land;
- BC's local government context for the planning, development and governance of mountain resorts;
- Emergence of a custom municipal institution, the resort municipality, to facilitate resort developments achieving their full potential;
- Provincial approach to resource towns as antecedents to resort municipalities;
- Role of the Regional District of East Kootenay (RDEK) in the Jumbo development;
- Implications of the mountain resort municipality for the RDEK.

## 2. How Ski Resorts are Approved on Crown Land in British Columbia

*Provincial Role.* British Columbia has a history of using Crown land to facilitate the development of ski resorts. The most notable approach to this was the development of Whistler. In the 1980's the approach to developing Whistler was adopted as a formal policy, the Commercial Alpine Ski policy or CASP. Since then this has expanded into the All Seasons Resort Policy (ASRP). This policy and its implementation have been led by the Ministry or agency responsible for crown land disposition. This has changed over the years but is currently the Ministry of Forests, Lands and Natural Resource Operations. The Ministry of local government has always played a supporting role.

The policy lays out a process that potential resort developers must follow in planning for the development of a resort. The proponent has the opportunity to access crown land to develop ski facilities and ancillary residential and commercial development. The policy lays out a process that the potential developer must follow including developing a Master Development Plan for approval by the Province and entering into a Master Development Agreement with the Province.

In addition, larger ski resorts like Jumbo are required to undergo an environmental assessment and obtain an Assessment Certificate pursuant to the *Environmental Assessment Act* before they enter the ASRP process.

In terms of Provincial approvals of the Jumbo project, the key milestones were as follows:

- October 2004: Environmental Assessment Certificate issued
- July 2007: Resort Master Plan approved by Province
- March 2012: Master Development agreement entered into by the Province

*Local Government Role.* Local governments in British Columbia have the authority to create and adopt land-use plans, zoning and other land use regulatory bylaws for all lands within their jurisdiction, including Crown lands. However, local government bylaws have no force and effect on crown lands if they are being used or developed for provincial purposes. However, in the case of resorts developed under the ASRP process, where Crown land is sold or leased to private sector interests, local government land use planning jurisdiction applies.

Depending on the facts of the situation the local government may have to adopt or amend land use plans and bylaws (i.e., an official community plan or zoning bylaws) to enable the development of private lands in accordance with the Master Development Plan. Therefore, local governments play an essential role in the development of mountain resorts. In the Jumbo case this would, under normal circumstances, see the proponent seeking the approval of the Regional District of East Kootenay to amend the existing bylaw to permit the resort.

### **3. The Local Government Context for the Development of Ski Resorts in British Columbia**

Ski resorts in British Columbia are governed in a variety of ways.

*General municipal governance.* Some ski resorts have been rare developed within existing municipal boundaries, for example, Kimberley, while others may initially develop rurally and later get “captured” through a municipal boundary extension. For example, the boundaries of Rossland (1992) and Revelstoke (2005) were extended by the province to include the ski resort within their boundaries. Boundary extensions allowed property owners at the ski hill to receive municipal services. The relative proximity of the ski hill to the existing municipal boundary made the boundary extension a sensible option for governance change.

*Specialized municipal governance.* There have been three incorporations of “specialized” municipalities (mountain resort-based municipalities) in the past 38 years in British Columbia (see **Table One** for details). The Resort Municipality of Whistler was created by statute in 1975; Sun Peaks Mountain Resort Municipality was created via letters patent issued under the *Local Government Act* in 2010; and Jumbo Glacier Mountain Resort Municipality was created via letters patent issued under the *Local Government Act* in 2012.

*Regional District Governance.* A number of ski resorts are found in unincorporated areas or electoral areas of regional districts: Silver Star (RD of North Okanagan); Big White (RD of Kootenay Boundary); Apex-Alpine (RD of Okanagan Similkameen); Kicking Horse (Columbia

Shuswap RD); Fernie (RDEK); and Panorama (RDEK). All of these mountain resorts are subject to ,at a minimum, zoning bylaws and all but Apex have an official community plan (OCP) adopted by their respective regional district board of directors. In addition, in these unincorporated communities the regional district can provide basic services like fire protection, water supply and solid waste disposal.

The type of local government in place in any given resort community is a reflection of the unique local geography, the legislation in place at a particular time, political and community dynamics, and economic development pressures. As a matter of policy and practise, the incorporation of a community as a municipality is done on a case-by-case basis and the resulting governance structure is a reflection of all the characteristics mentioned above.

As one provincial report states:

*“There is no “one size” solution for local governance. Across the province, resort communities are searching for a model that is a “best fit”, one that provides an appropriate level of services, offers some level of accountability, and ensures that property taxes are relative to the services provided”* (Source: pg. 39, *Transitions: Planning, Servicing and Local Governance in BC’s Resort Communities*, 2004).

#### **4. The Rationale for Creating Resort Municipalities in British Columbia**

The government’s decision to incorporate the Jumbo Glacier Mountain Resort Municipality was driven by the advantages of having a municipal framework for planning and development of a mountain resort in place before residents arrived.

Planning and developing a resort presents a very particular challenge in terms of creating a high quality visitor, resident and business investor experience. It requires careful attention to protection of the natural environmental features of the area, the development of high quality services for residents and visitors and the provision of superior amenities.

BC has successful resorts that are not in municipal boundaries and are overseen by regional districts which are the *local* government in the absence of municipalities. However, conventional municipalities start with advantages over regional districts in planning for and developing larger resorts. These include: municipal ownership of local roads and the consequent ability to manage drainage, provide sidewalks and streetscape amenities; municipal control of the approval of subdivisions; more flexible financing and cost-recovery tools; and broader regulatory powers in areas like business licensing, nuisance management and management of public spaces.

The Province has long recognized the benefits of a municipal approach to planning and development of resorts and concluded that a municipality with conventional tools would not be able to overcome the challenges of developing resorts or maximizing the opportunities. As a consequence, over the past thirty eight years the Province has addressed this issue with legislative amendments to enhance the conventional municipal model to facilitate the planning and development of resorts. See **Table Two** for a summary of legislative changes.

In the 1970's the Province recognized that Whistler offered an unprecedented opportunity to develop a world class, all season resort. It concluded that if it was to be successful it needed the benefits of an enhanced municipal approach to resort development. In 1975 the Legislature adopted the *Resort Municipality of Whistler Act*. This legislation incorporated the existing residents and a large wilderness area into a municipality without a vote and elections. The government provided Whistler with additional planning, servicing and financing tools including: provided broader development permit powers to enable enhanced urban design; enhanced flexibility to borrow without elector approval; and broader development cost charge powers. A later legislative amendment in 1979 provided a new business promotion tool in the form of a resort association.

In 1996, government recognized the success of Whistler and the potential benefits of an expanded ski sector for the provincial economy and introduced the *Mountain Resort Associations Act*. This legislation provided an opportunity for other resorts, in particular Sun Peaks, to replicate the success of Whistler by providing the possibility for new or existing resorts to incorporate as mountain resort municipalities and to receive tools similar to what Whistler had, in particular the possibility of creating a mountain resort association.

In 2007, the government introduced legislation that built on the 1996 amendments. It provided a new revenue source for resort based municipalities, clarified the additional planning and financing tools of mountain resort municipalities and extended these powers to other resort communities not focussed on skiing and enabled the incorporation of mountain resort communities in areas where there were no people.

A key objective was to enable the provision of municipal governance early in the development of the resort to ease transition to a fully functional self governing municipality. For example, in the Sun Peaks case, the fact that there was no municipal structure in place at the beginning meant that a number of community interests were not considered. These included a lack of sidewalks, drainage facilities, parks and sites for public facilities like fire halls. This deficit in community infrastructure became a focal point of the community debate that led to the electorate choosing to vote for incorporation.

In the spring of 2012, the government introduced legislation intended to clarify the original policy intent of the 2007 legislation, that a mountain resort municipality could be incorporated whether or not there were people there at the time of incorporation.

Appendix A provides information on Ministry consultations with the UBCM on legislation.

The government's decision was driven both by the advantages of the mountain resort municipality and the unwillingness of the Regional District of East Kootenay to assume responsibility for the land use decision on the proposed Jumbo resort.

## **5. Antecedents to Development of Mountain Resort Municipalities: Resource Towns**

British Columbia's approach to developing resort municipalities had antecedents in its approach to development of resource based communities. Historically, British Columbia's political and social structures have been shaped by the nature of the province's economy. Nowhere was this fact more evident than in the remote communities that supported the province's lucrative resource extraction industries. Commonly referred to as "company" or "shack" towns, the land, buildings and services in these places were often wholly controlled by the same company that owned the adjacent mine or mill. Because companies were most concerned with the profitability of their operations, the residential and commercial design of these communities was often no more than an afterthought. Once the resource which supported a company town was depleted, or lost its economic viability, companies would shut down their operations, leaving behind a community without its economic foundation. Many of these communities, like Ocean Falls, became "ghost" towns as derelict buildings began to outnumber the dwindling population.

British Columbia's approach to development of resource based communities started to change in the 1950s as the BC government focused significant attention on industrial and resource development in BC's rural hinterland. Key to this pursuit was attracting foreign investment. Policies that were intended to attract such investment included a "roads-to-resources programme" and new resource management (e.g. forest tenure) policies that were more favorable to large corporate investment (Bradbury, 171).

The government also recognized that investors needed to attract and retain a stable workforce in the remote sites where most resource development took place:

*to attract further investments and to maximise the efficiency of the operations of private enterprise, government needed a secure and operational settlements policy to absolve the corporations for the costs and responsibilities in the resource towns of the Province (Bradbury, 172)*

Kitimat, incorporated in 1953, served as a model for the 1960s instant towns policy. Alcan, a major resource development company based in Montreal had developed a more considered approach to resource town settlement policy. Alcan recognized that the “company town” phenomenon was harmful to its interests because it led to an unstable workforce. Therefore, the company made significant investments in planning the town that would support its aluminum smelting site on BC’s north coast.

The company also worked closely with the Province to develop the most appropriate administrative structure for this new town. Both the company and the government recognized that municipal status would “instantly” provide the town with tools that it took other communities many years to develop:

*...unlike ordinary municipalities, public utilities and services such as sewers, water mains, streets [etc.] has to be provided immediately. In an ordinary community, such facilities and services are built up over a lengthy period of time as the community develops and matures. But in a new resource town, the activity of years of municipal operation and development must be telescoped into a very brief period of time. Likewise, large initial outlays of capital must be invested in these public works all at once, rather than being financed at long intervals as in ordinary communities (Robinson, 45).*

A special Act of the legislature, *Kitimat Incorporation Act*, allowed Cabinet to incorporate Kitimat without the usual petition and voting requirements. The Act included unique provisions to enable Kitimat to function as a municipality while very few people actually resided in the town site (e.g. borrowing before property assessment had taken place, special election provisions etc.).

Kitimat was influential in shaping evolving provincial policy on resource development. Aside from the importance of stable communities for investment, the Province recognized that, from a social policy perspective, company towns were harmful to the well-being of the community. What resulted was the introduction of the “Instant Towns” legislation in 1965. As Dan Campbell, the Minister of Municipal Affairs when the Instant Towns policy was introduced noted:

*The occupation in depth by British Columbia by people living in balanced communities with effective local control of government has not been historically a feature of development here. Too many of our natural resource industries did not lead to the creation of effective communities but in many cases, in fact, led to the creation of bunkhouse shack towns...The separation of employees from their families because of conditions in communities historically associated with the logging and mining*

*industries has not been a socially desirable result of resource development in the past* (British Columbia Natural Resources Conference, 115).

Section 10 of the *Local Government Act* provided the government with a tool to ensure that local government institutions were established from the beginning, most often without a vote of the electorate.

**Table Three** provides a list of the communities incorporated under this section, the date of incorporation, the economic base, whether it was a “green fields” site or not, and the initial governance structure.

The first municipalities were incorporated in 1965 with the last Tumbler Ridge in 1981. The rationale for incorporation was varied; six were focused on mining, three on pulp and paper manufacturing, four on forestry and one on hydro electricity generation.

Half of these communities were established in remote, unpopulated areas (“Greenfields”) while half were established in areas with some resident population.

Only in the case of Sparwood, was there an incorporation referendum and this was because three existing mining settlements were being amalgamated into a single municipality. In two cases, Tumbler Ridge and Elkford, there was a petition.

In all cases Letters Patent provided for an election sometimes after appointment of the Council. Generally, this was held within two years.

## **6. History of the Involvement of the RDEK in the Jumbo Resort Development**

The RDEK *Upper Columbia Valley Zoning Bylaw No. 90* zoned this site Rural Resource Zone: A-1 on March 5, 1993. This zoning, which continues within the JGMRM, does not allow for development of a resort.

The resort proposal has been controversial in the region since the 1990’s.

**Table Four** summarizes regional board decision making on the Jumbo resort dating back to 1996.

The first significant decision was in September 1996 when the regional board voted to not make a land use decision for the Jumbo project and asked the province to create a mountain resort municipality.

Subsequently, in 2004, after an Environmental Certificate was issued pursuant to the *Environmental Assessment Act*, the Board chose not to participate in the Master Plan and Master Development Agreement processes under the then provincial Commercial Alpine Ski

Policy. The question of incorporating a mountain resort municipality was considered again on August 7, 2009 when the board once again adopted a resolution to request the Minister to incorporate a mountain resort municipality.

The 2009 decision coupled with a subsequent reaffirmation of the 2009 decision in a Board resolution in June 2012 were important factors in the Province's decision to incorporate the JGMRM.

## **7. Implications of the Incorporation of the JGMRM for the Regional District**

The RDEK has three roles: to provide regional government for the region as a whole; to provide a political and administrative framework for service partnerships between two or more members typically on a sub-regional basis; and to act as a local government for electoral areas or rural, unincorporated areas in the absence of a municipality.

The boundary of the JGMRM encloses parts of Electoral Areas G and H of the RDEK. Section 777 of the *Local Government Act* provides that no part of an electoral area can be within a municipality.

The new municipality is within the boundaries of the RDEK, is a member of the regional district, in accordance with *Local Government Act* s. 782(1), and is entitled to a director on the regional board (s. 782(5)).

The Letters patent provide that the director for JGMRM will not vote for a transitional period.

*Local Government Act* s.782 (5) ensures that RDEK continues to provide and the municipality pays for its share of region wide services like regional parks and solid waste management planning. As well, the JGMRM continues to be a participant in sub-regional services in which the two electoral areas and the two neighbouring municipalities are participants. This includes solid waste management, recreation, economic development and environmental conservation. In all cases the municipality will receive and contribute financially to all these services on the same basis as other municipalities and electoral areas.

When the JGMRM was incorporated, Supplementary Letters Patent for the RDEK were also issued that shifted the *local government* responsibilities of the RDEK in areas like land use planning, building inspection and regulation to the JGMRM.

Appendix B provides information on the Ministry's consultations with the RDEK on the development of Letters Patent.

## References

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9. Province of BC (2004), *Transitions: Planning Servicing and Local Governance in Resort Communities* prepared by City Spaces Consulting
10. Province of BC (2004) *British Columbia Resort Strategy and Action Plan*
11. Robinson, Ira D. *New Industrial Towns on Canada's Resource Frontier*. University of Chicago: Chicago, 1962.

**Table One: Governance Structure of Mountain Resort Municipalities in British Columbia**

Name	Incorporation Date	Authority used for incorporation	Community characteristics prior to incorporation/ incorporation process	Unique governance provisions/powers given to the local government
Resort Municipality of Whistler	September 6, 1975	<i>Resort Municipality of Whistler Act</i>	<ul style="list-style-type: none"> <li>• Year round residents;</li> <li>• Ski hill operating since 1966;</li> <li>• Unincorporated area of Squamish Lillooet Regional District;</li> <li>• No community-based incorporation process; and</li> <li>• No incorporation vote.</li> </ul>	<p>The <i>RMWA</i> provides that</p> <ul style="list-style-type: none"> <li>• Size of council is restricted</li> <li>• Provincial approvals: <ul style="list-style-type: none"> <li>- Initially there was Provincial representative on municipal council</li> <li>- Land use planning bylaws had to be approved by the Minister</li> <li>- OCP continues to need Ministerial approval</li> </ul> </li> <li>• Ability to undertake long term borrowing without electoral approval (Inspector of Municipalities can override this exemption);</li> <li>• Council has the ability to impose development cost charges for a broader range of purposes than other local governments in BC;</li> <li>• Council has more control over design features of the exteriors of buildings than other municipalities;</li> <li>• Allows for the creation of the Whistler Resort Association and empowers the association to create bylaws and collect levies with the purpose to promote and develop resort land;</li> <li>• DCC powers for employee housing</li> </ul>
Sun Peaks Mountain Resort Municipality	June 28, 2010	Section 11(1) of the <i>Local Government Act</i>	<ul style="list-style-type: none"> <li>• Year round residents;</li> <li>• Ski hill operating since 1960's;</li> <li>• Improvement district in the base area of the resort provided various services;</li> <li>• Resort Association incorporated</li> <li>• Unincorporated area of Thompson-Nicola Regional District;</li> </ul>	<ul style="list-style-type: none"> <li>• The SPMRM Letters Patent provides that the Minister may appoint one councillor to municipal council;</li> <li>• Section 118 (3) and (6) [<i>size of council</i>] of the <i>CC</i> do not apply;</li> <li>• If there is not an appointed councillor, the municipality must create a Resort Advisory Committee;</li> <li>• The Minister must approve the OCP;</li> <li>• The Minister must approve land use and planning bylaws adopted prior to the adoption of the OCP;</li> <li>• Development permit areas authorities to enable the SPMRM to ensure that design of buildings adheres to the vision for the community (e.g., s 919.1(g), s. 920(8) of the <i>LGA</i>);</li> <li>• Development cost charges may be imposed for employee housing.</li> </ul>

Name	Incorporation Date	Authority used for incorporation	Community characteristics prior to incorporation/ incorporation process	Unique governance provisions/powers given to the local government
			<ul style="list-style-type: none"> <li>TNRD adopted zoning bylaws to allow residential and commercial development in the base area;</li> <li>Community members advocated for an incorporation study; and,</li> <li>There was a successful incorporation vote.</li> </ul>	<ul style="list-style-type: none"> <li>This is a DCC power specific to RMOW, mountain resort municipalities incorporated under LGA s. 11 and resort regions designated under LGA s. 6.8</li> </ul>
Jumbo Glacier Mountain Resort Municipality	February 19, 2013	Section 11(2.1) of the <i>Local Government Act</i>	<ul style="list-style-type: none"> <li>Unincorporated area of RDEK;</li> <li>No population;</li> <li>Zoning bylaw in place does not permit resort development</li> </ul>	<p>The JGMRM Letters Patent provide that:</p> <ul style="list-style-type: none"> <li>The Minister may appoint up to 5 councillors to municipal council;</li> <li><i>LGA s. 118 (3) and (6) [size of council]</i> of the CC do not apply;</li> <li>Local Government elections criteria do not apply until Letters Patent amended;</li> <li>Minister has to approve bylaws related to the regulation of bows, arrows, knives and hunting;</li> <li>OCP must not supersede or impair the MDA;</li> <li>The municipality must not enter into long term or capital borrowing;</li> <li>Development permit areas authorities available to enable the JGMRM to ensure that design of buildings adheres to the vision for the community (e.g., s 919.1(g), s.920(8)of the <i>LGA</i>); and</li> <li>Power to impose Development cost charges for employee housing</li> </ul>

**Table Two: Summary of Key Legislative Milestones related to Mountain Resort Municipalities in British Columbia**

DATE	LEGISLATION	DESCRIPTION
1975	<i>Resort Municipality of Whistler Act</i>	<ul style="list-style-type: none"> <li>• Incorporates new municipality without a vote</li> <li>• Provides for provincial appointment to council</li> <li>• Broad development permit powers</li> <li>• Development cost charges for all municipal capital purposes</li> <li>• Long term capital borrowing without elector approval</li> <li>• Provincial approval of Official Community Plan</li> <li>• Ability to create a resort association</li> <li>•</li> </ul>
1996:	<i>Mountain Resort Associations Act</i>	<ul style="list-style-type: none"> <li>• Provides for incorporation of mountain resort improvement districts</li> <li>• Provides for incorporation of mountain resort municipalities where agreement with the province with: <ul style="list-style-type: none"> <li>○ a vote of the electors ;or</li> <li>○ Without a vote of residents where provided for in Letters Patent of a mountain resort Improvement district.</li> </ul> </li> <li>• Provided broad development permit and development cost charge powers akin to Whistler</li> <li>• Provides for mountain resort associations</li> </ul>
2007	<i>Community Services Statutes Amendment Act</i>	<ul style="list-style-type: none"> <li>• Provides for incorporation of a mountain resort municipality in three situations: <ul style="list-style-type: none"> <li>○ Vote of the electorate(LGA s. 11(1))</li> <li>○ Without a vote of residents where provided for in Letters Patent of a mountain resort Improvement district (LGA s.11(2))</li> <li>○ Without a vote (LGA s. 11(2.1))</li> </ul> </li> <li>• Provides for appointment a single councillor where there is a referendum and a full council when there is no vote.</li> <li>• Provides broad development permit powers to mountain resort municipalities and other resort communities</li> <li>• Narrows development cost charge bylaws powers f the 1996 legislation to affordable housing to both mountain resorts and other non-mountain resorts</li> <li>• Facilitates Hotel Room Tax transfer</li> </ul>
2012	<i>2012: Miscellaneous Statutes Amendment Act (No. 2) section 14</i>	<ul style="list-style-type: none"> <li>• Clarified the 2007 legislation to make it absolutely clear that a mountain resort municipality could be incorporated whether there are residents or not</li> </ul>

**Table Three: Resource Based Communities Incorporated using Section 10 of the *Local Government Act***

<b>Municipality</b>	<b>Year of Incorporation</b>	<b>Greenfield?</b>	<b>Economic Base</b>	<b>Regional District</b>	<b>First Council</b>
Port Alice	1965	No	Pulp	Mount Waddington	<ul style="list-style-type: none"> <li>• Appointed</li> <li>• Elected council 1967</li> </ul>
Gold River	1965	Yes	Pulp and Paper	Strathcona	<ul style="list-style-type: none"> <li>• Appointed</li> <li>• Elected council 1967</li> </ul>
Hudson's Hope	1965	Yes	Hydro dam	Peace River	<ul style="list-style-type: none"> <li>• Appointed council</li> <li>• Elected council 1967</li> </ul>
Port McNeil	1966	No	Forestry	Mount Waddington	<ul style="list-style-type: none"> <li>• Appointed</li> <li>• Elected council 1967</li> </ul>
MacKenzie	1966	Yes	Pulp and Paper	Fraser-Fort George.	<ul style="list-style-type: none"> <li>• Appointed</li> <li>• Elected council 1972</li> </ul>
Fraser Lake	1966	No	Molybdenum	Bulkley-Nechako	<ul style="list-style-type: none"> <li>• Appointed</li> <li>• Elected council 1967</li> </ul>
Houston	1969	No	Forestry	Bulkley-Nechako	<ul style="list-style-type: none"> <li>• 4 appointed</li> <li>• 3 Elected Incumbents</li> </ul>
Tahsis	1970	No	Forestry	Strathcona	<ul style="list-style-type: none"> <li>• Appointed</li> <li>• Elected council 1973</li> </ul>
Logan Lake	1970	Yes	Copper	Thompson Nicola	<ul style="list-style-type: none"> <li>• Appointed</li> <li>• Elected council 1973</li> </ul>
Granisle	1971	Yes	Copper	Bulkley-Nechako	<ul style="list-style-type: none"> <li>• Appointed</li> <li>• Elected council 1974</li> </ul>
Elkford (petition)	1971	Yes	Coal	East Kootenay	<ul style="list-style-type: none"> <li>• Appointed</li> <li>• Elected council 1974</li> </ul>
Tumbler Ridge (petition)	1981	Yes	Coal	Peace River	<ul style="list-style-type: none"> <li>• Appointed commissioner</li> <li>• Appointed councillors</li> <li>• Elected council 1987</li> </ul>
Sparwood	1965	No	Coal	East Kootenay	<ul style="list-style-type: none"> <li>• Appointed</li> <li>• Elected council 1967</li> </ul>
Sayward	1968	No	Forestry	Strathcona	<ul style="list-style-type: none"> <li>• Appointed</li> <li>• Elected council</li> </ul>

<b>Table Four: History of RDEK Board Resolutions on Jumbo Resort and Jumbo Glacier Mountain Resort Municipality</b>		
<b>Resolution</b>	<b>Date</b>	<b>Regional District Board Action</b>
26847	September 6, 1996	<b>Approved:</b> Request Minister designate as mountain resort area or mountain resort municipality
36177	February 4, 2005	<b>Approved:</b> RDEK not participate in the Master Plan and Development Agreement processes
36178	February 4, 2005	<b>Approved:</b> Rescind Resolution 26847 requesting designation as a mountain resort municipality
37532	March 3, 2006	<b>Defeated:</b> Request Minister to create a special municipality be created with an appointed council
40854	August 7, 2009	<b>Approved:</b> Request Minister designate a mountain resort municipality with a council of local citizens
40913	September 4, 2009	<b>Approved :</b> Request Minister that if a mountain resort municipality is incorporated the municipality shall not have a seat on the board until there is a population of sufficient size to elect a council
43110	June 8, 2012	<b>Defeated:</b> That resolution 40854 be rescinded
43111	June 8, 2012	<b>Approved:</b> Request Minister consult with UBCM, First Nations and RDEK prior to creation of a municipality
43558	December 7, 2012	<b>Approved:</b> advise Minister of opposition to decision to having a non-elected representative on the board
xxxx	May 3, 2013	<b>Pending:</b> Board to consider resolution on JGMRM participation at Board meeting

## Appendix A

### Ministry Consultation with the UBCM on the 2007

s12

The Province has a general consultation requirement with UBCM on specific matters. This is found in s. 276 of the *Community Charter*. The consultation requirement in relation to a specific matter can be set under a consultation agreement pursuant to section 277 of the *Community Charter*. No consultation with UBCM in relation to Letters Patent is required under the *Community Charter*. Consultation is required in relation to proposed changes to specified local government legislation (*Community Charter, Local Government Act, Local Government Grants Act*) – but not Letters Patent.

The province does not unilaterally choose how deeply to consult but rather UBCM makes an initial determination as to how deeply they wish to be consulted in accordance with the consultation agreement signed pursuant to 277 of the *Community Charter* which is available here

<http://www.ubcm.ca/assets/Library/MOUs~and~Protocols/2004/MCAWS%20Consultation%20Agreement%20under%20the%20Community%20Charter%202004.pdf>

s12, s13, s14

s12, s13, s14

## **Appendix B**

### **Ministry's Consultation with the Regional District of East Kootenay on the JGMRM**

The requirement for the Province to consult under section 276 of the *Community Charter* does not include consultation with individual municipalities, regional districts, or UBCM on Letters Patent implementing local government structure change.

However, the Ministry is committed to the principle of consultation and regularly consults with affected local governments on changes to Letters Patent. When the ministry is incorporating a new municipality it will consult with the regional district on developing the Letters Patent to ensure that issues that impact the region are considered. At the most basic, this involves an analysis of the services the regional district currently provides to inform a discussion as to which services the regional district will continue to provide to the new municipality and which services the municipality will undertake and the regional district will no longer provide. This means a two way communication but generally the regional district is not given the opportunity to review the draft Letters Patent before going to cabinet.

Development of Letters Patent for the JGMRM and Supplementary Letters Patent for the RDEK involved extensive discussions between ministry staff and the RDEK Chief Administrative Officer RDEK, Lee-Ann Crane. These staff service discussions, largely focussed on service implications, commenced in the spring of 2011 and continued through the fall of 2012.

On July 12, 2012 Julian Paine, Assistant Deputy Minister and Inspector of Municipalities, Gary Paget, Senior Advisor, Local Government Division and Kara Woodward, Manager Policy and Legislation Division travelled to Cranbrook to meet with RDEK Board Chair Robert Gay and the RDEK CAO, Lee-Anne Crane. Provincial staff provided an update on the Jumbo project and presented an outline of the proposed content of letters patent for the proposed MRM and discussed the implications for RDEK.

Ministry staff was able to provide a definitive picture of the structure of the new municipality and its relationship to the new regional district with one exception.

s13, s16

s13, s16

s13, s16



May 22, 2013

## ISSUE NOTE

### Jumbo Incorporation Judicial Review

#### Issue:

- On February 18, 2013, the West Kootenay Community Ecosociety petitioned for a review under the *Judicial Review Procedure Act* of the Province's decision to incorporate the Jumbo Glacier Mountain Resort Municipality.

#### Background:

- The Jumbo Glacier Mountain Resort Municipality (JGMRM) was incorporated effective February 19, 2013 and the inaugural meeting of the three-person council was held on that day.
- The JGMRM is established and has adopted its first zoning bylaw to enable the earliest stages of the development of the resort.
- The attached paper provides background on the questions before the Court. It contains information on the history of the project, consultation processes, and the rationale for incorporating the JGMRM.

s13



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s13

**Decision required:**

s13

- **30 day (FYI)**



May 22, 2013

## ISSUE NOTE

### Strategic Community Investment Fund June Instalment

#### Issue:

- The Strategic Community Investment Fund Agreement provided timing for instalments until 2014.
- The agreement listed an instalment to be transferred in June 2013.

#### Background:

- In 2004 the Province committed to returning 100% of net traffic fine revenue to local governments amounting to approximately \$61 million per year and in 2005 the Province began the process to double the Small Community and Regional District Basic grant programs to a total of \$54 million per year.
- Announced in early spring 2009, the Strategic Community Investment Fund restructured the Traffic Fine Revenue Sharing (TFRS) and Small Community Grant (SCG) and Regional District Basic Grant (RDBG) Programs. Another round of the program was announced for the 2011/12-2014/15 fiscal years.
- Over a four-year planning cycle, we accelerated Small Community Grants and Traffic Fine Revenue Sharing Grants to provide greater certainty for communities, helping to create jobs and boost the economy.
- Uncertain economic times required government to find innovative solutions to ensure stable funding for local government which is why the ministry adopted this approach.
- 2011/12 & 2012/13 accelerated payments are now being offset by reductions in 2013/14 and 2014/15. i.e., the communities were provided accelerated funding for the first two years and reduced funding in the following two years.
- Local Governments and the province signed an agreement in March of 2012 setting out timing of transfers until 2014 in exchange for local government reporting of how the funds were spent. The agreements contemplated changes in grant amounts to reflect any new information such as increases in traffic fine revenue.



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Strategic Community Investment Fund - Provincial Fiscal Year (March 31 end)								
	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	Total
SCG/ RDBG	70,000,000	25,120,000	45,100,000	73,167,814	55,100,000	25,100,000	35,100,000	328,687,814
TFRS	63,030,016	33,115,770	56,140,651	80,202,810	61,100,000	31,100,000	41,100,000	365,789,247
Total	133,030,016	58,235,770	101,240,651	153,370,624	116,200,000	56,200,000	76,200,000	694,477,061

#### Decision required:

- **30 Day Issue**
- The agreement set out timing for the next transfer in June 2013. s13
- Individual grant amounts are determined based on formulae set out in the Local Government Grants Act. The agreements sent in 2012 provided estimates of grant amounts for the remainder of the program. s13



May 22, 2013

## ISSUE NOTE

### University Endowment Lands – Bylaw Amendment Rezoning Fee

#### Issue:

- Amendment to the rezoning application fee provision in the University Endowment Land's Land Use, Building and Community Administration Bylaw.

#### Background:

- The University Endowment Lands ("UEL") Administration is proposing an amendment to its Land Use, Building and Community Administration Bylaw ("the Bylaw") to establish appropriate rezoning fees that better reflect the real costs of processing rezoning applications. These changes are being brought forward in response to increased interest in rezoning from landowners in the UEL. As the UEL is facing a number of prospective applications, with significant associated costs, the amendment is time sensitive.
- The current fee in the Bylaw for any rezoning within the UEL jurisdiction is a flat rate of \$1500. This fee, which was last reviewed in 1999, does not recover the costs associated with even the simplest of rezoning applications, and in the case of a complex application would result in substantial subsidy by the UEL taxpayer. The risk of retaining the current fee level is very significant cost to local taxpayers.
- In the proposed approach, the current base fee of \$1,500 would be retained. In addition, for applications where the UEL needs consultants, lawyers, and other professionals, the UEL would pay those costs up front and then invoice the applicant on a monthly basis.
- The invoice-based approach has the following advantages:
  - It transfers actual processing costs to the applicant, limiting the risk of under- or over- charging;
  - Costs are recovered from the applicant at the time they are incurred; and
  - Cost recovery would be achieved, in the interests of the UEL taxpayer.
- Consultation has now been undertaken with the UEL's elected Community Advisory Council and Advisory Design Panel. These groups have endorsed the proposed invoice-based approach for recovering external costs. In addition both groups have argued that the base fee should also be increased to reflect the significant in-house costs (primarily staff time), associated with processing rezoning and other development-related applications.

#### Decision required:

- **30 day issue**



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- The proposed amendment was authorized by the Minister of Community, Sport and Cultural Development and the Chair of Treasury Board.
- The *University Endowment Land Act* requires a public notification period of the intention to proceed with the amendment, followed by a formal Minister's order to adopt the amendment.
- 

s13



May 22, 2013

## MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT

### LOCAL GOVERNMENT DIVISION

#### ADM Responsible:

Julian Paine

#### Core Business/Program Area Description/Critical Business Processes:

LGD supports local governments to improve community quality of life by promoting sustainable, livable communities that provide healthy and safe places for British Columbians. Services for local governments include: providing advisory services and problem-solving support; building and sustaining relationships with local government organizations and others; administering major grant programs; and maintaining and applying the policy and legislative framework. LGD is also responsible for municipal services in the University Endowment Lands (UEL) and for Property Assessment Services.

#### Budget: (in 000's)

103,715 (LG) 6,442 (UEL)

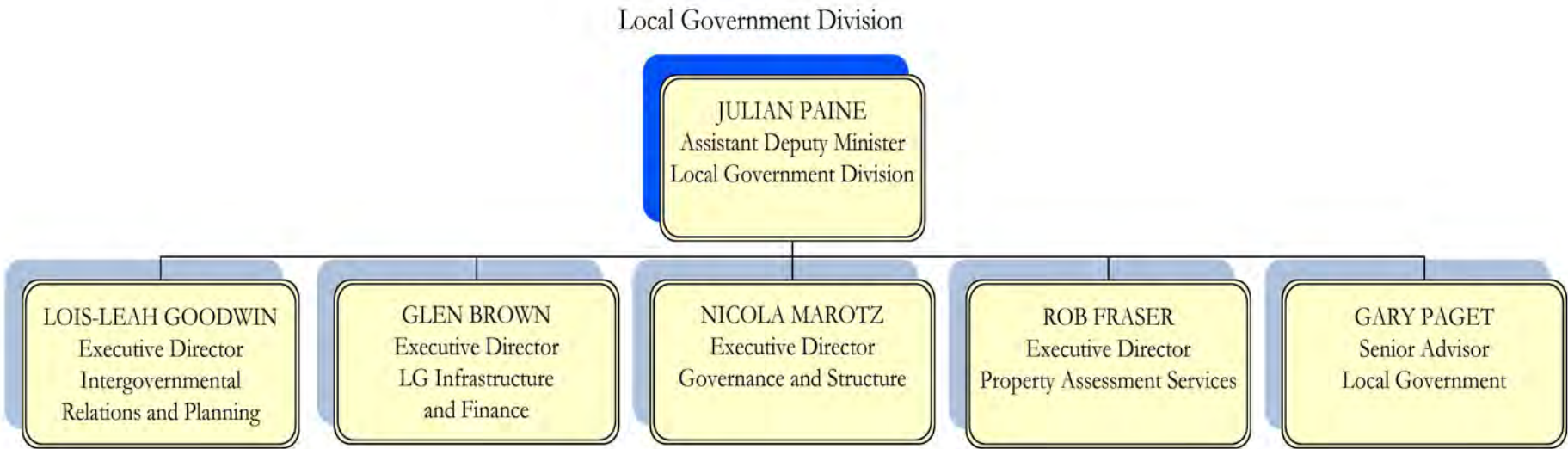
2013/14

s13, s17

#### Related Legislation:

- Assessment
- Assessment Authority
- Athletic Commissioner
- Auditor General for Local Government
- Capital Region Water Supply and Sooke Hills Protection
- Community Charter
- Islands Trust
- Land Title - s. 219 except subsections (3) (c), (11) (b) & (13), insofar as it relates to the portfolio of the minister
- Local Government - The Act except ss. 692, 693 & 916-919
- Local Government Grants
- Local Services
- Manufactured Home Tax
- Ministry of Municipal Affairs
- Municipal Aid
- Municipal Finance Authority
- Municipalities Enabling and Validating Act(s)
- Recreational Facility
- Resort Associations
- Resort Municipality of Whistler
- Sechelt Indian Government District Enabling - s. 4
- Special Accounts Appropriation and Control - ss. 8 and 9
- University Endowment Land - The Act except ss. 2 (1) (a) and (d) and 3 (b)
- Vancouver Charter

Organizational Chart:





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## Governance and Structure Branch Profile

The Governance and Structure Branch (GSB) supports the work of local governments by:

- enhancing **community governance** by refining the structure and authorities of local governments;
- building **local government relations with First Nations** by influencing provincial processes and supporting community-First Nations engagement;
- managing and resolving **issues** & providing **oversight** of some local government actions;
- building and supporting **local government capacity** directly and through local government partner services;
- strengthening **regional approaches** to enhance problem-solving within and across regions
- sharing, managing and transforming **knowledge and information about local government**; and
- supporting **special governance** arrangements in various areas of BC.

GSB delivers these functions through the 3 core program areas (Units):

1. The **Advisory Services Unit** is government's "window" or "portal" for citizens and local governments on local and regional governance issues, providing timely advice and education materials, resolving complex problems and exercising provincial oversight on matters ranging from local elections to bylaw approvals to regional services.
2. The **Community Relations Unit** supports the building of harmonious and productive relationships between local and First Nations governments, and supports the economic and social development of communities through client-focussed programs.
3. The **Local Government Structure Unit** is responsible for overseeing the restructure of local governments in the province, including municipal boundary extensions and the incorporation of new municipalities.

GSB is also responsible for **University Endowment Lands (UEL) Administration**, which provides cost-recovered municipal-like services to approximately 4,000 residents on the Point Grey peninsula for whom the Province (Minister) acts as the local government.

GSB also: shares support for the Assistant Deputy Minister's office responsibility for Client Services (including helping coordinate the provincial presence at the annual UBCM Convention; and manages the Ministry's involvement in key local government partner programs such as the Board of Examiners.

## Advisory Services Unit

### Current Programs/Projects Underway:

- Planning and developing advisory materials and approaches (e.g. guide to Alternative Approval Process; 2014 elections advice).
- Analyzing local government requests for additional authority (by regulation).
- Supporting development and implementation of new database (LGIS 2) for bylaw approvals.

## Community Relations Unit

### Current Programs/Projects Underway:

- Updating *Guide on First Nations Engagement on Statutory Approvals*.
- Supporting MARR in its negotiation and implementation of treaties and interim agreements with First Nations (e.g. land selection impacts on local governments).

## Local Government Structure Unit

### Current Programs/Projects underway:

- Salt Spring Island Governance Study;
- Municipal boundary extensions (e.g. Courtenay; Dawson Creek);
- Various improvement district boundary extensions;
- Digital mapping initiative (with GeoBC/FLNRO and UBCM);
- supporting development and implementation of new database (LGIS 2) for structure grants.



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## University Endowment Lands Administration

### Program Objectives:

- To provide administration, community planning and a broad range of municipal-like services to residents of the University Endowment Lands (UEL) efficiently and effectively in accordance with the principles of good governance. Provide fire protection services to the UEL, University of British Columbia (UBC) and Pacific Spirit Regional Park through a contract with the City of Vancouver. Provide water to both UEL residents and UBC.

### Key Responsibilities and Current Programs/Projects underway:

- The ministry is responsible for the University Endowment Lands in accordance with the *University Endowment Land Act*.
- The Minister is, in effect, the Mayor and Council and adopts bylaws and hears appeals of land use and other decisions of the UEL Manager in accordance with the Act.
- The program provides the community with general administration, community planning, water, sewer, garbage collection, local roads, street lighting, parks and other typical municipal services.
- The costs of these services are recovered through a University Endowment Land tax levy administered by the provincial Surveyor of Taxes.
- Fire protection is provided by the City of Vancouver through a contract with the Province. The UEL portion of the contract cost is recovered from residents. The majority of the costs are for protecting UBC and these are paid for by the provincial government.
- The Minister appoints a Manager to administer the day-to-day operations of the University Endowment Lands. Specific powers and functions are delegated from the Minister, as well as a general power to operate and administer the University Endowment Lands.
- The local community has representation through a Community Advisory Council, constituted under the *Society Act*, which has a role in advising the Manager and in reviewing the draft annual budget and draft property tax requisition.

### Client Profile:

- The University Endowment Lands is a community of approximately 4,000 people living between Vancouver and the University of British Columbia.
- The UEL community has existed since the 1920's under provincial administration. It has resisted amalgamation with the City of Vancouver. In 1995, a proposal to incorporate as a municipality was defeated in a referendum. The UEL's current Community Advisory Council have expressed an interest in exploring the possibility of incorporation and are understood to be discussing this possibility with neighbouring jurisdictions.

- The UEL is experiencing significant change as new multi-family and single-family dwellings are constructed within the UEL and in adjacent communities. Block F, recently transferred to the Musqueam First Nation, is located in the UEL, is zoned multi-family, and will be subject to all UEL bylaws.
- The development of Block F has the potential to double the UEL's population and will have a significant impact on the community and its administration. The Musqueam First Nation is currently undertaking a public consultation process to inform their proposals for the land, and intends to apply for rezoning (also requiring an OCP amendment) to allow for a wider range of uses, including a possible hotel, and building forms beyond the existing zoning, including some high rise.
- More generally, the UEL is seeing a wider interest in rezoning from some other land owners. A rezoning process is currently underway in response to a proposal for expansion of Regent College, a private, post-graduate religious college. In response to current rezoning pressures, bylaw amendments relating to rezoning application requirements, development approval information and rezoning fees are being sought.
- The administration has also put in place a new capital plan to respond to the pressures of the area's ageing infrastructure, particularly in respect of water, sewer and local road provision.

#### **2013/14 Priorities/Key Initiatives:**

- Build on the rezoning process established in 2012/13, to reflect issues raised by the Block F process, including proposals for bylaw amendments as necessary.
- Implement year 2 of the Capital Infrastructure Rehabilitation and Replacement plan.
- Continue the roll-out of curbside recycling throughout the UEL.
- Review next steps in the process to update the UEL Bylaw.



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## **Intergovernmental Relations and Planning Branch**

The Intergovernmental Relations and Planning Branch (IRPB) supports local governments and Provincial government ministries and agencies by:

- Providing provincial leadership and policy, program and legislative advice and assistance to support effective urban and rural land use planning, development and management at the community and regional district levels;
- Promoting and supporting the effective management of growth in the fastest growing regions in British Columbia, which includes providing advice to local governments on, and coordinating Provincial agency participation in, the development, implementation and review of regional growth management strategies in key regions in BC;
- Fostering and supporting positive interaction between the federal, province and local governments, and the development and implementation of intergovernmental agreements;
- Providing advice, process design assistance and dispute resolution services to resolve disputes between local governments and/or between provincial agencies and local governments on issues of mutual interest; and
- Providing leadership, advice and assistance to both local government and provincial agencies on other strategic initiatives and issues related to sustainable urban and rural land use, community and resource development where provincial interests intersect with the local government system and interests. Current examples include:
  - Green Communities Initiative: provide advice, guidance and direction to local governments on reducing GHGs and creating complete, compact communities; and
  - Affordable Market Housing/Transit-Oriented Development: provide advice, guidance and direction to local governments regarding planning and land use approaches for local government action.

## **Community and Regional Planning Unit:**

### **Key Responsibilities:**

- Advises local governments and engages Provincial agencies in the development, review and implementation of Regional Growth Strategies, as BC's approach to regional planning.
- Supports the Minister in the approval role for specific land use bylaws; identifying and addressing conflicts with significant Provincial land use interests; ensuring FN consultation duty is discharged.
- Provides support and advice to other ministries/agencies and MCSCD branches as they design and implement policy and programs that impact local government land use decision-making
- Provides provincial leadership in the area of sustainable local government urban and rural land use planning and development, within the Ministry and across Government.

- Provides advice and assistance to support local governments in development of official community plans (OCPs) and land use management practices that are consistent with and support provincial interests.
- Identifies where local government land use regulations and plans do not adequately achieve provincial objectives, work to address gaps and facilitate a shift in local government behavior to achieve broader provincial interests.

#### **Current Initiatives/Projects underway:**

- Regional District Land Use Bylaw Approvals project to eliminate statutory requirements for ministerial approval of RD OCP, zoning and other land use bylaws.
- Provincial Interests Framework for local government land use planning and decisions.
- Update of Regional Growth Strategies Guide.
- Land 101 educational module for provincial ministries to better understand local government land use planning and management authority and best practices.
- Affordable Market Housing/Transit-Oriented Development: Community Amenity Contributions guidance/best practices; policy/legislative development options.

#### **Intergovernmental Relations Unit:**

##### **Key Responsibilities:**

- Builds positive intergovernmental working relationships, and advises and provides dispute resolution services to local governments and the Province to resolve inter-governmental conflicts. Fulfills a statutory dispute resolution officer role.
- Provides advice and support to ministries and agencies across government in the design of inter-governmental dispute resolution approaches.
- Provides leadership, advice and support to ministries and agencies across government on strategic issues related to sustainable development policy and legislation affecting local government.
- Provides leadership on policy, ministry support for, and advice to local governments on special projects, such as: climate action, including the reduction of GHGs in their corporate operations and community-wide actions.
- Provides policy and negotiation support, and acts as liaison with other levels of government to support mutual interests and signed commitments. Current examples include:
  - the joint provincial-UBCM Green Communities Committee (GCC) to help local governments meet their Climate Action Charter commitments; and
  - the Federal Gas Tax Fund.

##### **Current Projects underway:**

- Development and implementation of a new local government dispute resolution capacity building program, in collaboration with UBCM, Local Government Leadership Academy and the Local Government Management Association.
- Implementation of the Carbon Neutral Local Government framework to assist local governments reduce corporate GHG emissions. Measuring progress using CARIP report data.



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- Gas Tax Agreement/Community Improvement Fund: Review of current Gas Tax Fund Program success, and development of approach for upcoming negotiations with the Federal Government.
- Guidance:
  - Carbon Neutral Framework for BC Local Governments
  - Business Case for Complete, Compact Communities;
  - Infrastructure Costs and Urban Growth in BC Municipalities; and
  - Transformational Change: Local Government Actions to 2050 (Community Energy Emissions Modelling).
- Advice and support for the resolution of disputes related to:
  - Kootenay Boundary RD Sewer Service;
  - Central Okanagan RD Services Review; and
  - North Okanagan RD Service Disputes related to Water, Parks and Recreation, and Building Inspection.

## Local Government Infrastructure and Finance Branch

The Local Government Infrastructure and Finance Branch provides strategic support, knowledge and resources that enhance local governments' management of finance and infrastructure. The Branch is a key partner with local governments, providing leadership in the development of financially viable communities with sustainable infrastructure.

This includes support and statutory approvals to local governments and improvement districts in the administrative and financial spheres. The Branch is also responsible for the development and administration of a number of unconditional grant programs and conditional capital funding programs.

The Branch is comprised of the Local Government Infrastructure and Engineering Unit, and the Local Government Finance Unit.

The Branch goals and objectives are as follows:

- Develop and administer grant/funding programs to support local governments and meet provincial objectives.
  - *Ensure that programs are delivered effectively, efficiently, equitably and transparently, meeting the needs of local government and the province,*
  - *Allocate available funds fairly and equitably among competing infrastructure projects and ensure provincial priorities are met,*
  - *Develop policy and procedures for new or restructured programs.*
- Support the planning, financing, construction and maintenance of local government services and infrastructure.
  - *Provide tools and resources to local governments to support best management practices that promote financial and infrastructure sustainability and address regional challenges,*
  - *Support local governments and communities in meeting community needs for water quality and quantity, and appropriate levels of liquid waste management,*
  - *Lead local governments in the adoption of appropriate asset management practices to support sustainable service delivery.*
- Provide a complete, reliable and consistent source of data on local governments in British Columbia, while promoting good financial and reporting practices
  - *Ensure that correct and consistent information/data is collected from local governments, funding programs and partners to; support a viable local government financial system, provide support and identify need within funding programs, and meet the information needs of the province, the Ministry, local governments and other stakeholder.,*

## Local Government Finance Unit



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The Local Government Finance Unit supports the financial policy framework for local governments by leading the development and dissemination of legislation, issues papers, best practices guides and information and education.

The Unit liaises with different stakeholder groups including: Canadian Institute of Chartered Accountants, Government Finance Officers Association, Local Government Managers Association, Union of British Columbia Municipalities, Municipal Finance Authority, British Columbia Assessment, and other government departments and ministries.

The Unit oversees ongoing administration of statutory approvals to local governments and improvement districts in the administrative and financial spheres, including the approval and ongoing monitoring of long-term local government debt (over \$2 billion) and works in cooperation with the Municipal Finance Authority to maintain a strong credit rating for the local government system in BC.

The Unit maintains responsibility for the unconditional and special grant programs under the Local Government Grants Act totalling in excess of \$160 million annually.

### **Key Responsibilities and Current Programs/Projects underway:**

In addition to our ongoing duties of administering the unconditional and special grant programs, collecting and publishing local government statistical information, and reviewing local government financial statements and bylaws, the Unit has several other projects underway.

- Financial indicators – becoming more proactive in monitoring the financial health of Local Governments through the use of financial indicators;
- Updating the Development Finance Choices Guide and DCC Manual;
- Creating a best practices guide for Revitalization Tax Exemptions; and
- Reviewing the Islands Trust Act financial provisions.

## Local Government Infrastructure and Engineering Unit

Integrated within the development and administration of capital funding programs, the Unit supports the implementation of provincial strategies and initiatives that are linked to local government services and infrastructure. This includes education, resources and tools focused on sustainable resource management and service delivery such as water conservation, integrated resource recovery, innovation, and asset management.

The Unit provides advice to local governments with respect to infrastructure and service challenges, focusing on solutions that provide cost-effectiveness and manage resources (such as water) sustainably. The Unit also provides support in the development of local government Liquid Waste Management Plans, Master Water Plans and Capital Plans.

The Unit is involved in the development of provincial policy pertaining to water, watershed management, drinking water, water conservation, wastewater management and energy efficiency. The Unit also liaisons with key stakeholder groups such as the Union of British Columbia Municipalities, British Columbia Water & Waste Association, Public Works Association of BC, Okanagan Basin Water Board, Columbia Basin Trust, ResEau – Waternet and Asset Management BC.

### Key Responsibilities and Current Programs

A key responsibility of the Local Government Infrastructure and Engineering Unit is to develop and administer capital infrastructure funding programs such as:

- Building Canada Fund – Communities Component (\$176 Million);
- Municipal Rural Infrastructure Fund (\$151 Million);
- Community Recreation Program (\$30 Million);
- Towns for Tomorrow (\$70 Million);
- Infrastructure Planning Grant Program (\$500,000 notionally per year), and
- Gas Tax Fund.

This key responsibility involves negotiating with provincial and federal partners, development of treasury board submissions, ministry/program budget forecasting, program development, project evaluation, project/program monitoring, information management, program/project auditing and program financial management.

### Projects Currently Underway:

- Local Government Information System – Phase 1;
- Water Conservation Planning Guidelines;
- Water Conservation Calculator;
- Streamlined Water Use Reporting Tool;
- Kelowna Integrated Water Supply Plan;
- CRD Core Area Wastewater project;
- Best Practice Guidelines for Subdivision Utilizing Small Water Systems;
- Best Practice Guidelines for Subdivision Utilizing Sewerage Systems;
- Financial Best Practices for Small Water Systems.



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### **Property Assessment Services Branch Program Profile:**

The Property Assessment Services (PAS) Branch works closely with BC Assessment (BCA) to ensure a transparent, flexible, fair and equitable property assessment system. In addition, it administers the annual Property Assessment Review Panel (PARP) program across the Province and supports the management of the Property Assessment Appeal Board (PAAB).

### **Program Objectives:**

- PAS is a policy branch that works closely with BC Assessment to ensure a transparent, flexible, fair and equitable assessment system.

### **Program Description:**

#### **Key Responsibilities and Current Programs/Projects underway:**

- Provides advice on strategic property assessment policy.
- Participates in inter-ministry and inter-agency initiatives related to property assessment and taxation.
- Develops legislative and regulatory changes and amendments related to property assessment.
- Administers the annual Property Assessment Review Panel program across the Province and supports the management of the Property Assessment Appeal Board.

### **Client Profile:**

- BC Assessment relies on PAS for legislative, regulatory and policy direction.
- Local governments and regional districts throughout the Province rely on the work of PAS and the assessment system to form the base of their property taxation revenues.



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## ISSUE NOTE

### Issue:

- BC Senior Living Association (BCSLA) concerns over the methodology used by BC Assessment (BCA) to value senior living properties and its impact on property values.

### Background:

- The BCSLA is an organization that represents operators of seniors' independent/assisted living and care facilities, some of which are privately owned for-profit facilities.
- Over a period of several years beginning in 2004, BCA undertook a review of senior housing facilities across the province. During this review, BCA revised its method used to value these properties, moving to a methodology based on the income generated by the property.
- By adopting the income approach, the value of these properties increased on average by 20 to 30 percent.
- The BCSLA disagrees with the income approach used by BCA, contending that it creates major inconsistencies in assessments by not adequately and consistently removing non-assessable business value from the value of the real estate.
- The BCSLA filed a number of appeals of to the Property Assessment Appeal Board (PAAB) on behalf of several of its members, seeking to have the methodology approach changed. A settlement of these appeals was reached by agreement between BCA and the BCSLA in early 2012.
- Under the direction of the PAAB, BCA agreed to use a "hybrid apartment" valuation model based on rental rates for apartments to value 21 properties, resulting in value reductions of about 15 percent for 2010 through 2012. However, the settlement agreement only applied to these specific properties for the four appeal years, and was not broadly applied to other properties.
- For 2013, BCA reverted to the former valuation method based on income. As a result, the BCSLA has again filed a number of appeals on behalf of its members. These appeals remain outstanding.
- Valuation methodology continues to be the source of disagreement. BCA maintains the "hybrid apartment" model does not develop defensible market values for senior facilities, while the BCSLA contends this model eliminates the business value issue and should be used to value all senior living facilities across the province.
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**Decision required:**

- **90 day issue**
- No decision required at this time.

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May 22, 2013

## ISSUE NOTE

### Building Canada Plan – New Agreement

#### Issue:

- March 21, 2013, the federal government announced its \$70 billion Economic Action Plan.
- Canada intends to initiate further discussions, in June, with P/T's on the national program design for the New Building Canada Plan (BCP) that have a P/T partnership component.
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- Local government drinking water and wastewater infrastructure projects represent a significant demand for funding and is considered a priority for the Ministry.

#### Background:

Ministry of Transportation and Infrastructure (MOTI) is the lead negotiator with the federal government on this program. MOTI collaborates with MCSCD on development of infrastructure programs with community components that support local government infrastructure. The federal \$70 billion, 10-year Economic Action Plan includes the following programs:

1. **New Building Canada Plan - \$53 billion**
2. **First Nations Infrastructure - \$7 billion**
3. **Federal Infrastructure - \$10 billion**

#### *First Nations Infrastructure and Federal Infrastructure*

MCSCD has little to no involvement with these funding programs.

#### *New Building Canada Plan (BCP)– \$53 billion over 10 years starting 2014/2015*

- The New Building Canada Plan combines new and existing funding, including the Gas Tax Fund (see Gas Tax Agreement IN for more details), and is made up of the following four programs (Table 2 on page 3 provides more details): Community Improvement Fund; Building Canada Fund (BCF); P3 Canada Fund; and the existing/remaining Building Canada Fund.
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- A gap analysis completed during the initiation of the Building Canada Fund identified that over the next 10 – 15 years it will cost \$1.5 to 2.2 billion to ensure all drinking water systems meet regulations and 3.5 to \$4.5 billion for wastewater systems.
- The federal cash-flow for the New BCF is identified in Table 1 below.

Table 1 - New Building Canada Fund Cash-flow Profile for entire country (\$ millions)										
2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Total
210	210	780	1,000	1,500	2,000	2,000	2,100	2,100	2,100	14,000

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#### Decision required:

- 90 day issue

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Table 2 – Building Canada Plan Summary Table					
Status	Amount (billions)	Program Name	Sub-Program Name and Project Types	Amount (billions)	Possible New BC Allocation (billions)
Previously announced	\$32.22	Community Improvement Fund	<b>Gas Tax Fund</b>	\$21.8	\$2.79
			<b>GST Rebate for LGs</b>	\$10.4	TBD
New	\$14	Building Canada Fund	<b>National Infrastructure Component</b>  Major economic projects of national significance	\$4	\$0.5
			<b>Provincial-Territorial Infrastructure Component</b>  Major economic projects of regional and local significance - All existing prj categories	\$10	\$1.28
Renewal	\$1.25	P3 Canada Fund	Wide variety of prj types	\$1.25	n/a
Existing	\$6	Existing Building Canada Fund		\$6.03	n/a
<b>TOTAL</b>	<b>\$53.45</b>			<b>\$53.45</b>	<b>\$4.57</b>



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## ISSUE NOTE

### Cariboo - Chilcotin Regional District - Property Assessments

#### Issue:

- Increasing property assessments of resort properties in the Cariboo-Chilcotin Regional District.

#### Background:

- Resort owners in the Cariboo-Chilcotin have approached government raising concerns over their levels of property assessment and taxation, suggesting that increased property taxes are placing significant pressure on the economic viability of some of these rural resort accommodation properties.
- Industry representatives propose an increase to the assessment exemption contained in the *Tourist Accommodation (Assessment Relief) Act* (TAARA) as a solution to the issues they have raised.
- A resolution was put forward at the Union of British Columbia Municipalities (UBCM) 2012 convention, requesting an increase in the assessment exemption contained in TAARA for rural accommodation operators.
- The Ministry of Jobs, Tourism and Skills Training has responsibility for the TAARA legislation. Any changes will require the support of the Ministry of Finance, due to the provincial tax policy and revenue implications. s13
- Currently, TAARA exempts the assessed value of tourist accommodation properties up to a maximum of \$150,000 or 50 percent, whichever is less. This exemption is phased out for properties valued higher than \$2 million and disappears for properties valued over \$3 million. s13
- The proposal put forward by UBCM, applied only to rural properties, would raise the exemption to \$500,000 or 50 percent, whichever is less. In addition, the phase out threshold would be raised to \$4 million and the exemption eliminated for properties valued over \$5 million.
- The current TAARA legislation/exemption does not differentiate between rural and urban areas of the Province, applying consistently, regardless of location. s13

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**Decision required:**

- **90 day issue**
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## ISSUE NOTE

### Concord Pacific Development Lands - Property Assessments

#### Issue:

- The False Creek Residents Association (FCRA) appealed the assessments on part of the Concord Pacific properties in the North East False Creek area. Their concern was that the designated undeveloped park land was not correctly valued for assessment purposes.

#### Background:

- Since April 30, 2009, the media has been following a story regarding part of the Concord Pacific Development lands in the North East False Creek area of Vancouver (formerly Expo Lands). The multi-acre waterfront property was valued at \$400,000 for the last 3 years.
- The issue has been why the assessment is so low, especially since Trillium Park, a similar property near the same area, has been valued at \$18.4 million on the 2012 assessment roll. The Concord Pacific property has no associated density and must be handed over to the City of Vancouver (City) for \$1 and developed into a park for an estimated cost in the \$17 million to \$20 million range. The “Trillium Park” site is zoned as industrial property and is therefore assessed as such. In the future, it may be used as a park.
- In 1990, Concord and the City negotiated development terms for the land. Concord agreed to place certain amenities on the site in exchange for permission to develop the lands. This included building a park on the site in question, completing the sea wall infrastructure and turning the improved land over to the City for \$1.
- The *Assessment Act* requires BC Assessment (BCA) to take into consideration any restrictions placed upon the use of the property by the City. The property is highly encumbered with complex legal arrangements between the City and Concord.
- The FCRA appealed the 2010 and 2011 assessments to the Property Assessment Appeal Board (PAAB), which are still pending. No appeal was filed for 2012 or 2013.
- The assessor takes the position that both the 2010 and 2011 roll values are correct. The property’s assessed value is \$410,000 for the 2012 assessment roll.

#### Decision required:

- **90 day issue**
- No decision or action is required at this time as this issue is before the PAAB. Once a decision is rendered, government can assess if any action is required.



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## ISSUE NOTE

### Conflict of Interest - Local Government Elected Officials

#### Issue:

- Requests from local governments for provincial action in response to two conflict of interest situations for local government elected officials.

#### Background:

- Conflict of interest provisions are in the *Community Charter* (Charter) Part 4, Division 6, sections 100-104. The Charter provisions apply to regional district elected officials through the *Local Government Act*, section 787.1.
- If an elected official considers they are not entitled to participate on a matter because of a direct/indirect pecuniary interest, they must declare their conflict officially in a council meeting, and then refrain from attending future meetings, participating in discussions, voting, and influencing others on the matter.
- The restrictions do not apply if the pecuniary interest is in common with electors generally or if the pecuniary interest is so remote or insignificant that it cannot be reasonably regarded as likely to influence the elected official.
- It is also possible for a cabinet regulation to provide exceptions to the conflict of interest restrictions [Charter, s. 282(2) (e)]. Such a regulation has never been adopted.
- The Charter provisions do not generally define what is/is not a “direct or indirect pecuniary interest”; that is left to the courts. This means that, to date, elected officials have received the benefit of decisions that have tended in their favour.
- A possible consequence of not declaring a pecuniary conflict of interest is disqualification, if the elected official is challenged in court.
- Conflict of interest may also raise issues of quorum. A quorum is a majority of elected officials on a council or board and is required for valid council or board decisions.
- Local governments may apply to the courts, who may allow conflicted elected officials to discuss and vote on the matter despite their conflict, if the council or board lacks a quorum because of their conflict [Charter, s.129 (4)]. For practical reasons, regional district elected officials have alternates who can replace conflicted members.



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**Decision required:**

- **90 day issue**
- **BCCA Ruling:**
  - Local governments are wrestling with the breadth and implications of the BC Court of Appeal's (BCCA) decision in *Schlenker v. Torgrimson* for local government elected officials. In that case, two elected trustees were also directors of societies. The trustees voted to give money to each society for specific purposes and did not disclose their director roles. A group of electors challenged the trustees in court on the basis of conflict of interest.
  - On January 11, 2013, the BCCA overturned the decision of the BC Supreme Court, which had found that the two trustees did not have a personal pecuniary interest in conflict with their public duties. The BCCA found that they did have a pecuniary interest and declared them in violation of the Charter.
  - The Capital Regional District, and possibly other local governments, are seeking a provincial response to the case as they see it as affecting many societies with which local governments engage. Ministry staff are working with the Union of British Columbia Municipalities and the Local Government Management Association on some potential advisory materials, assessing the implications of the case and determining whether some type of exception by regulation is required.
- **District of Hudson's Hope:**
  - s13, s16
  - s13, s16



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## PROGRAM NOTE

### Program:

- **Asset Management**

### Background:

- The Ministry has been continuously looking for avenues to engage local government in best practices for infrastructure management. There has been success through partnerships and the grant programs. Asset Management BC represents one key partnership.
  - In 2008, the Ministry lead the formation of Asset Management BC. The Ministry engaged stakeholders in discussions focussing on advancing local government asset management.
  - Asset Management BC is the result of the self-identification and consensus of representative local governments, key professional associations and senior governments.
  - Through the implementation of asset management practices local governments should be in a position to effectively manage their existing assets over time. This includes providing the appropriate level of service desired by the public as well as financing, operating, maintaining and ultimately replacing the infrastructure.
  - Asset management is a vital piece supporting and ensuring sustainability of local governments.
  - Asset Management BC has developed a network and with Ministry support tools and resources for local governments:
    - State of Asset Management in BC Report
    - Case Studies/ Newsletter
    - Website to house tools and resources (<http://www.assetmanagementbc.ca/>)
    - Guide to Local Government Asset Management Policy
    - AssetSmart (an asset management self-assessment tool)
    - Asset Management Roadmap
  - Asset Management BC's work to date has garnered interest across Canada with a national reputation as innovators and leaders in asset management
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- s13, s16
- Ontario recently made asset management plans an eligibility requirement for infrastructure funding programs.



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- The Ministry has integrated asset management into how it develops, administers and manages capital funding programs.

**Status:**

- Continue to support the improvement of asset management in a non-regulatory environment
- The Ministry continues to participate and provide strategic direction to Asset Management BC.

**Next Steps:**

- Continuation of building awareness and education in local governments
- Develop opportunities to promote and integrate AM into Ministry programs for local governments

**Contact:**

Program Area Contact: Glen Brown/Brian Bedford 387-4067/356-0700



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## ISSUE NOTE

### Gas Tax Agreement - Federal/Provincial/UBCM Discussions on a Permanent Gas Tax Agreement

#### Issue:

- Following a series of roundtable conversations in the summer of 2012, Canada has indicated that it intends to initiate further discussions with P/T's on the national program design for a permanent Gas Tax Agreement. It is anticipated that a Provincial decision on the federal proposal will be required in mid to late summer 2013.

#### Background:

##### *Gas Tax Agreement*

- The BC Gas Tax Agreement (GTA) is a tri-partite agreement between the federal and provincial governments and the Union of BC Municipalities (UBCM) that delivers federal funding to local governments and other eligible recipients for investments in sustainable infrastructure and capacity building.
- The GTA was established to provide local governments with predictable, long-term funding to assist them in building and revitalizing public infrastructure as well as to support capacity building and integrated community sustainability planning.
- The federal government initially established BC's share of GTA funds as \$635.6 million over five years, starting in 2005 with \$76 million and ramping up to \$254 million by 2009/10.
- The GTA was extended for four years from 2010-2014 for an additional \$1 billion for BC communities.
- UBCM administers the program and receives the GTA funds from the federal government and distributes these to local governments in accordance with the Agreement.

##### *Permanent Gas Tax Fund*

- On December 15, 2011, the federal government passed legislation that provides for an annual \$2 billion contribution for the Gas Tax Fund (GTF), beginning in 2014.
- This reflects the current amount of Gas Tax funding distributed annually to all provinces and territories (P/Ts), of which BC's share is approximately \$250 million per year.
- The federal government initially engaged with GTA partners on what the permanent Gas Tax Fund could look like as part of a series of roundtables on the Long Term Infrastructure Plan, held in the summer of 2012.



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- Following from the roundtable, the Province made a written submission to the Honourable Minister Denis Lebel on the current Gas Tax Agreement model. This submission broadly indicated that the Province supports the current approach as it provides for a flexible program design and stable funding, and outcomes based goals and objectives.
- On March 21, 2013, the federal government announced the new Building Canada Plan (BCP), which provides over \$53 billion for local government infrastructure projects (see Building Canada IN for additional detail).
- \$32.2 billion of this is to be allocated to the Community Improvement Fund (CIF), which consists of the Gas Tax Fund (\$21.8 billion over 10 years) and the incremental GST rebate for municipalities (\$10.4 billion over 10 years)
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#### Decision required:

- 90 day issue
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## ISSUE NOTE

### Impact of Increased Farm Improvement Exemption

#### Issue:

- Implementation of the remaining Farm Assessment Review Panel (FARP) recommendations, including increased exemptions for farm improvements impacting municipal property tax revenues.

#### Background:

- There have been two local press articles detailing the impacts (Abbotsford \$900,000 and Chilliwack \$400,000) and commenting on how the municipalities will have to offset the reduction in revenue.
- Government has considered the requests from the Union of British Columbia Municipalities (UBCM) and the two municipalities for compensation for the impacts of the increased exemptions. Government has responded by confirming that no compensation will be provided.
- Bill 8 implemented four FARP recommendations, including an increase in the exemption for farm outbuildings (excluding the residence) in municipalities to the greater of \$50,000 (the current exemption) or 87.5 percent of the assessed value. Farm outbuildings located in rural taxation areas are already fully exempt.
- Other changes included simplifying the administration of farm classification, providing more flexibility in production models by additions to the list of qualifying farm products and benefits for retired farmers to support them remaining on their farms. As a total package, the changes to farm assessment policies were widely supported, particularly by the farm industry.
- All changes were supported by the UBCM, with the exception that compensation was requested for lost property tax revenue associated with increasing the exemptions on farm outbuildings.
- Due to some anomalies in the data base and the earlier calculation methodology, the impact on municipalities was underestimated by about \$1 million. The revised estimate of total municipal impact will be about \$2 million. Because the distribution of the higher capital cost improvements, such as greenhouses and dairy farms, is concentrated in municipalities in the Fraser Valley, the revenue impacts are primarily in Abbotsford, Chilliwack, Langley and Delta.
- The impacts do not represent additional costs for municipalities, but rather will require decisions regarding shifting the tax burden to other property classes, or increasing the tax rate for farm properties. For example, shifting the whole impact to residential properties will result in increases to an average residence in the range of \$5 to \$25.



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- The implementation of the change was delayed until the 2013 taxation year so municipalities would have lead time to consider how they will redistribute the municipal tax rates to offset the impact.

**Decision required:**

- **90 day issue.**
- No further concerns have been expressed by the impacted municipalities. s13
- No decision or action required at this time.



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## ISSUE NOTE

### Infrastructure Planning Grant Program (IPGP)

#### Issue:

- Defining the next funding decision timeline for the IPGP.

#### Background:

- The Infrastructure Planning Grant Program (IPGP) offers grants to support local government in projects related to the development of sustainable community infrastructure.
- Grants up to \$10,000 are available to help improve or develop long-term comprehensive plans that include, but are not limited to: capital asset management plans, community energy plans, integrated stormwater management plans, water master plans and liquid waste management plans.
- Grants can be used for a range of activities related to assessing the technical, environmental and/or economic feasibility of local government infrastructure projects.
- Grants are based on a formula that provides 100 percent of the first \$5,000 and 50 percent of the next \$10,000.
- The provision of a planning grant demonstrates the Ministry's direct support for local government efforts to plan for construction and replacement of infrastructure, focusing on planning, designing, constructing and managing sustainable community infrastructure
- The IPGP is highly regarded by local governments as an effective program. It is well subscribed by small and medium sized local governments; however, most local governments have applied to the program.
- In past years, there were two rounds of approvals, one early in the fiscal year, and a second with notifications that occur the week of the UBCM Annual Conference, where the Minister has the opportunity to announce approved projects during individual local government meetings.
- In fiscal 2011/12 no funding decisions were made. A small number of grants were awarded in the 2012/13 fiscal year. There were over 230 applications submitted for consideration. There is a significant number (200+) of unfunded applications at this time.



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- Projects approved in the next round of approvals will draw down on the 2013/14 0.5 million notional allocation and will commit funds from the 2013/14 and 2014/15 fiscal years.

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- The Minister approves the final list of funded projects and approval letters are sent under the Minister's signature.

**Decision required:**

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## ISSUE NOTE

### Kelowna Water Endorsement

#### Issue:

- There are five large water purveyors within the City of Kelowna (City); the City and four improvement districts (IDs) (South East Kelowna Irrigation District; Black Mountain Irrigation District; Rutlands Waterworks; and Glenmore-Ellison Improvement District. The IDs have requested to be considered eligible for senior government funding. In 2010, the Ministry tasked all five water purveyors to work together and identify a regional water solution based on key principles, with the Ministry to support the outcome, provided the key principles were adhered to. In March 2013, approval was given to “pilot” a process whereby the infrastructure identified under the regional plan would be considered eligible for funding in future capital funding programs

#### Background:

- As identified in the *Improvement District Governance: Policy Statement (2006)*, the Ministry recognizes that municipalities and Regional Districts (RDs) are, and will continue to be, the primary components of the local government system in the Province. The Ministry expects that IDs will, over time, be converted to a municipal or RD jurisdiction and at some point in time, all IDs will be under municipal or RD jurisdiction. However, it is recognized that IDs will have an important role to play in providing local services to rural areas for some time and the process of change will largely be voluntary.
- The Ministry’s vision is to encourage the conversion of IDs to RD service areas and municipal jurisdiction. Consistent with that direction, it is important to maintain the existing financial incentives for conversion. Specifically, the Ministry will restrict sewer and water infrastructure grants to RDs and municipalities. This has been a consistent policy for the past 20 years.
- Nonetheless, the four large improvement districts within the City boundaries need to make significant improvements in order to meet the Interior Health Authority drinking water standards. As such, they have lobbied the provincial government to be considered eligible for water infrastructure grants.
- The City and the IDs have completed a 2013 Implementation Plan (IP), supporting the Kelowna Integrated Water Supply Plan (KIWSP). The Province agreed to move forward and “pilot” the implementation of the KIWSP and IP under the following criteria:



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1. The City will be the entity that will apply for projects, should capital funding programs be available in the future, on behalf of the Kelowna Joint Water Committee, based on the KIWSP and IP;
  2. The Kelowna Joint Water Committee will keep the Ministry up to date with all activities/actions within the KIWSP and IP, and submit when applicable, documents and reports. This includes results from operational audits which should measure/analyze efficiencies;
  3. The pilot allows for projects identified under the KIWSP and IP to be applied for under capital funding programs administered by the Ministry, but capital funding programs often have additional eligibility criteria and requirements, which may not already be identified within the KIWSP and IP. As an example, Value Engineering, implemented by a Certified Value Specialist is often an eligibility requirement for larger projects.
  4. Within the timelines of the KIWSP and the implementation of the eight stages, a holistic review/analysis of the KIWSP and IP will need to be done, which will include an open, thorough and transparent review of governance. This should be done between stages four and five; and
  5. The continuation of the pilot will be based on a regular evaluation of the KIWSP and IP in ensuring that the four principles continue to be met.
- The Province's current policy of excluding improvement districts from accessing senior government funding is not altered by the exception for the pilot project for the four improvement districts in Kelowna. The circumstances within the City of Kelowna are unique in BC.

#### Decision required:

- **90 day issue**– Endorse the pilot as developed



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## ISSUE NOTE

### Lillooet Chief Administrative Officer's Defamation Suit

#### Issue:

- The BC Civil Liberties Association (BCCLA) has called for the provincial government to amend the *Local Government Act* to ban municipalities from paying for defamation suits initiated by one of its officials or agents.

#### Background:

- In April 2013, Grant Loyer, Chief Administrative Officer (CAO) for the District of Lillooet filed a Notice of Civil Claim in BC Supreme Court (BCSC) alleging defamation against the former Mayor of Lillooet Ted Anchor and 2 residents s22 s13  
s13
- In 2009 a BCSC ruling found that local governments cannot sue for defamation as freedom of expression includes the right of citizens to criticize their governments. However, individual officers or employees of a local government may sue for defamation to their personal reputations.
- Loyer's contract as CAO provides for the District of Lillooet to assist him with any legal costs should he commence defamation suits against citizens that arise in the course of his duties. The contract further provides that any legal costs awarded would go to the District of Lillooet. Any court awarded damages would be split equally between Loyer and the Lillooet Foundation (a trust fund controlled by the council that give grants to local organizations).
- The *Local Government Act* does not specifically deal with a municipality's indemnification of an officer of the local government where the officer is the one initiating the action; it does have specific provisions regarding indemnification for municipal officials defending actions
- Under the *Community Charter*, municipalities have natural person powers (which include the authority to enter into contracts with their officers and employees). The Act does not detail what may/may not be included in such agreements.
- It would ultimately be for the courts to determine the validity of any employment contract provisions or any conflict with the 2009 BCSC ruling.



Decision required:

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## ISSUE NOTE

### Metro Vancouver Regional Context Statements

#### Issue:

- Metro Vancouver Regional Context Statements and potential for dispute resolution.

#### Background:

- Under Part 25 of the *Local Government Act* (LGA), a regional district can develop a regional growth strategy (RGS) bylaw. An RGS is a strategic regional planning policy document to promote human settlement that is socially, economically and environmentally healthy and that makes efficient use of public facilities, land and other resources. An RGS is initiated, prepared and implemented by a regional district with full involvement, and acceptance, of its member municipalities and adjacent regional districts. The Province, First Nations and others are consulted.
- As part of RGS implementation municipalities are required to prepare a regional context statement (RCS). An RCS forms the portion of a municipality's official community plan (OCP) that identifies the relationship between the OCP and the content of an RGS. In relationship to regional matters, it specifies how the OCP and the RGS would be made consistent over time. The municipality prepares the RCS as an amendment to its OCP, and has substantial flexibility in determining what the RCS should look like.
- The legislation requires that, within a region that has adopted an RGS, each municipality is required to submit prepare and submit an RCS to the regional district board for acceptance within two years of when the RGS was adopted by the regional district.
- If a regional district does not accept a municipality's RCS, a statutory dispute resolution process is triggered. At this point, under section 859 of the LGA, the minister must either require a non-binding resolution process in an attempt to help the parties reach agreement or direct the parties to arbitration if satisfied that resolution through a non-binding resolution process is unlikely.
- Recently, in 2012, the Minister directed to arbitration a dispute between the Capital Regional District and Central Saanich regarding non-acceptance of the Central Saanich RCS.

#### Metro:

- The Metro Vancouver regional district (Metro) board unanimously adopted a new regional growth strategy (RGS), after it was accepted by all its member municipalities, adjacent regional districts, TransLink and Tsawwassen First Nation, on July 29, 2011.



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- In Metro Vancouver the two year deadline for the submission of municipal RCSs is July 29, 2013.
- There are 22 municipalities within the regional district that must submit an RCS to the Metro board within that timeframe.
- To smooth the path for Board acceptance of municipal RCSs, Metro has been working with member municipalities to ensure that, as much as possible, the RCSs submitted to the Metro board will clearly indicate how the municipalities' OCPs are consistent, or how over time they will work towards consistency, with the RGS goals and objectives for the region.
- Given the large number of diverse municipalities within the Metro Vancouver region, it is possible that one or more municipalities may submit RCSs that are not acceptable to the Metro board. This would trigger the statutory dispute resolution process, and require a decision by the minister regarding which dispute resolution process should be used.

#### Decision required:

- **90 day issue**
- **Possible decision:** If the Metro Board does not accept one or more member municipality's RCS, the Minister would be required to direct the disputants to either a non-binding or binding resolution process to bring closure to the issue. In such a circumstance, the Minister acts as a "traffic cop" directing the parties to resolve the dispute, and has no decision-making role regarding the substance of the dispute.



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## ISSUE NOTE

### Issue:

- **Ministerial approvals for Official Community Plans and other and land use bylaws**

### Background:

- The *Local Government Act* requires ministerial approval for regional districts' Official Community Plans (OCP) and OCP amendment bylaws, as well as for zoning bylaws that apply to locations for which there is no OCP and certain other bylaws related to land use. The Minister also approves Island's Trust OCPs and some other types of land use bylaws.
- Except for Whistler and Sun Peaks Resort Municipalities there is no requirement for ministerial approval of municipal OCP or zoning bylaws.
- Approval of submitted bylaws is a recurring type of ministerial decision. The submitted bylaws, together with a staff review and recommendations, are forwarded to the Minister's Office for approval consideration.
- Most of the submissions are OCP amendments that re-designate specific property in response to an application from the owner, to enable the site to be re-zoned for development.
- Unless these submissions are dealt with expeditiously by the Ministry and the Minister, awaiting approval can significantly delay bylaw adoption. Bylaws submitted at this time of the year are especially time-critical: In some cases, delay could mean that a locally-supported development project misses the summer construction season.
- The legislation requires that submissions for approvals be made after the bylaw has been given third reading (which takes place after the required public hearing has been held) but before the bylaw is adopted.
- The legislation provides that approval requirements can be waived or relaxed by ministerial order, but the requirement cannot be eliminated except through legislative change. Existing conditional ministerial orders are helping to reduce the volume of approvals that are required, but on average the ministry still receives about 3-4 submissions for approval each month.
- Ministry staff review every submission with potentially-affected provincial ministries and agencies to ensure that the bylaw does not conflict with significant provincial interests.
- Because the ministerial approval decision may entail an honour-of-the-Crown obligation with regard to First Nations staff also ensure that there has been sufficient First Nation engagement.



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- The legislation does not specify the bases upon which the Minister could withhold approval, but under the principle of respect for local government autonomy expressed in section 3 of the *Local Government Act* any withholding should be based on “the responsibility of the Province to consider the interests of the citizens of British Columbia generally.”

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**Decision required:**

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## ISSUE NOTE

### Port Metro Vancouver (PMV) Properties - Property Assessments

#### Issue:

- Municipalities that are home to Port Metro Vancouver (PMV) properties believe the assessments of Federally owned PMV lands are too low and, as a result, they are receiving less property taxes than they should.

#### Background:

- PMV properties that are not leased to private occupiers are exempt from taxation and the PMV makes payments in lieu of taxes (PILT) to the appropriate municipalities.
- BCA determines assessed values for all properties held by PMV – those leased to private operators are subject to property tax, the non-leased properties are subject to PILT payments.
- The process leading to calculation of payments under the federal *PILT Act* is confidential to PMV. The PMV does not consult with the provincial government or BCA. (Note: It is not clear how assessed values may be used by the PMV in determining PILT payments.).
- The municipalities complain that the PILT payments are less than the property tax that would otherwise be payable based on the assessed values.
- BCA reviewed the values of PMV properties and the sales of comparable properties during 2011 to establish the 2012 values.
- The new values are a significant reduction from the 2011 values. This is of concern to local governments who have appealed all PMV property assessments for 2012 to the Property Assessment Appeal Board, arguing the assessed values are too low. It is estimated that if these PILTS were based on BCA assessed values and the tax rates for the applicable municipality, the port municipalities would receive an additional \$10 million in annual revenue.
- BCA has been meeting with both PMV and the municipalities to try to resolve the valuation issues related to the PMV properties. The port municipalities have also appealed their 2013 assessments.

#### Decision required:

- **90 day issue**
- This is primarily an issue between the municipalities and the federal government and there is an active federal review process on the issue; however, there are indirect implications for BCA who establish assessed values for the properties, which are perceived as the base for PILT payments.



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## ISSUE NOTE

### Property Assessment Appeal Board (PAAB) Decisions - BC Ferries Services (BCFS), NavCanada (NavCan) and other Crown Leased Properties

#### Issue:

- PAAB has recently made several decisions on Crown lease properties occupied by private entities (BCFS and NavCan), which have reduced their assessed values to a nominal \$20. These decisions may have the potential to negatively impact tax revenue for the Province (school taxes) and local governments (property taxes).

#### Background:

##### BCFS:

- In October, 2012, PAAB ruled to reduce the assessment on the BCFS Horseshoe Bay terminal located in the District of West Vancouver to a nominal value of \$20. This resulted in a loss of about \$230,000 in annual property tax revenue for the municipality and about \$300,000 in school tax revenue to the Province.
- BC Assessment (BCA) and the District of West Vancouver filed a stated case appeal of the PAAB decision to the Supreme Court of BC. The District of North Saanich and the City of Nanaimo have intervener status in this appeal.
- If the PAAB decision was applied to all 47 BCFS terminal properties on a go forward basis, the impact would be a total annual revenue loss of \$6.1 million in taxes (\$2.9 million in school taxes and \$3.2 million municipal and other taxes).
- BCFS and BCA resumed negotiations in late 2012 and reached a five year agreement (2013 – 2017) valuing all BCFS properties. The agreement includes provision for Consumer Price Index (CPI) value adjustments. Under this agreement, the 2013 assessed values are on average about 20 percent lower than the original 2012 values.
- BCFS has agreed to withdraw all appeals for the four-year period 2010 - 2013. During the term of the agreement, neither BCFS nor BCA can appeal the values. The District of West Vancouver will not be required to refund any property taxes to BCFS.
- The District of West Vancouver and the intervener municipalities are supportive of the agreement and no significant criticism has been received by other municipalities where BCFS terminals are located. However, this does not preclude local governments from appealing future year assessments, as the agreement is only binding on BCA and BCFS.



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**NavCan Properties:**

- NavCan is a non-profit federal corporation under contract to the federal government to provide aircraft safety and guidance services to airports across the country. NavCan charges a fee for services to the airport users (primarily airlines), but it is limited by its corporate charter to its primary non-profit model.
- NavCan leases a small portion of the larger airport properties on which the control towers and facilities (mostly communication equipment) are located. The lease also restricts and limits the use of the properties to the provision of the contracted services.
- NavCan appealed the assessments in four municipalities (North Saanich, Penticton, Castlegar and Pitt Meadows). The PAAB decisions to reduce the assessments to nominal values of \$20 will result in an impact on municipal property taxes (about \$39,000 based on 2012 tax rates). School tax will also be reduced about \$25,000.
- BCA appealed the PAAB decision on the NavCan properties to the BC Supreme Court and unless varied by the Court, or government intervenes, the decision will apply to the other 138 NavCan properties in the Province.
- Applying the PAAB decision to all the NavCan properties would have annual tax impacts in an order of magnitude of about \$500,000 in municipal property taxes and \$250,000 in school taxes.

**Precedent**

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**Decision required:**

- 90 day issue
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## **PROGRAM NOTE**

### **Program:**

- **Capital Regional District (CRD) Wastewater Treatment Project**

### **Background:**

- The Province committed to contributing one-third of eligible costs to a maximum of \$248 million, dependent on the completion of all project components.
- This represents approximately one-third of the eligible capital costs as determined by the CRD in 2010.
- Provincial policy stipulates that major capital projects with provincial funding in excess of \$50 million be evaluated to consider the value of a public-private partnership arrangement (PPP).
- Provincial funding will support the two PPP components of the project – the wastewater treatment plant and the biosolids/energy centre.
- The PPP model allows the cost of inevitable scope changes to be part of the competitive bid process and to be negotiated up-front – this is of significant benefit to taxpayers with projects of this size.

### **Status:**

- The Contribution Agreement for provincial funding has been signed by both parties – the CRD and the Province.
- To ensure the project meets its goals and objectives, and to protect provincial interests, the provincial contribution will be made at substantial completion and after final commissioning of the entire wastewater system.
- The expectation is for these payments to occur in fiscal 2017/18 and fiscal 2018/19. This type of funding commitment is not uncommon for projects with high degrees of complexity.
- Payment in fiscal 2018/19 ensures full risk transfer for successful construction and performance of the facilities. It also aligns with the Province's fiscal plan.

### **Next Steps:**

- The Ministry will monitor the project as outlined in the agreement.

### **Contact:**

Program Area Contact:   Liam Edwards/Catriona Weidman       356-0218



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## ISSUE NOTE

### Statutory Authority - *Local Government Act/Community Charter* Additional Powers, Legislative Exceptions and Approvals

#### Issue:

- Requests for the Province to exercise its statutory authority in relation to approvals, additional powers and legislative exceptions for specific local governments.
- Various requests for statutory approval, additional authority and legislative exemption are received on an ad hoc basis throughout the year. There are currently at least 3 such requests.

#### Background:

- Regional districts do a number of things including: provide a political and administrative framework for those areas outside of municipal boundaries; provide region-wide services such as regional parks and emergency telephone services such as 9-1-1; and, provide inter-municipal or sub-regional services such as recreation facilities.
- Regional districts operate under the *Local Government Act* in concert with specific powers established in their Letters Patent. In some cases regional district do not have the same broad authority to govern within their jurisdiction as municipalities do under the *Community Charter*.
- The Province has the statutory authority to grant additional powers to regional districts under section 799 of the *Local Government Act* to enable Regional Districts (RDs) to take on or provide services they are not otherwise able to provide.
- RDs typically require elector assent in order to establish the services they provide; however, the Province has the statutory authority to make exceptions in certain cases.
- For some specific types of issues, Ministerial approval is required for a local government's bylaw to take effect (both municipal and regional districts). For example, under section 195(3) of the *Community Charter* if a bylaw regulating the removal or deposit of soil imposes rates or levels of fees for a permit under the bylaw, then the bylaw has no effect until it is approved by the Minister.

#### Decision required:

- 90 day issue
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Pages 249 through 250 redacted for the following reasons:

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s13, s16



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## ISSUE NOTE

### Strata Accommodation Property (SAP) Units - Property Tax Revenues

#### Issue:

- Impact of grandparented residential classification for some strata accommodation property (SAP) units, on property tax revenues for resort municipalities.

#### Background:

- SAPs are condominium-like complexes that are operated as hotels, largely in resort municipalities. The individual units are owned by one or multiple share owners who often have restricted access to the units for personal use. For the majority of the year, the units are rented out for short-term use to visitors to the resort. SAP complexes were classified as either fully residential (Class 1) or fully business and other (Class 6) prior to 2007.
- This anomaly/inequity of classifying some complexes as residential and other, basically identical, complexes as business created inequities between SAPs and with the non-strata traditional commercial hotel operations (note: property tax rates for Class 6 properties are on average three or four times higher than tax rates for residential properties).
- Government introduced changes to the *Assessment Act* and the Prescribed Classes of Property Regulation in 2007, which amended the classification treatment of SAPs for the 2008 assessment year.
- These changes had the effect of split classifying SAPs that would previously been classified as entirely Class 6. The changes permitted the SAPs to be classified in part as Class 6 and in part as Class 1 based on their actual rental use. However, those SAPs that had previously been classified as entirely Class 1 under the old Short Term Overnight Accommodation Property (STOCAP) rules were grandparented as long as they continued to meet the specified criteria. (They have to maintain the practice of operating two or more management companies and service desks for each complex).
- The Resort Municipality of Whistler (RMOW) is calling for the Province to eliminate grandparented SAPs. This has been an ongoing issue with RMOW since 2008.
- Before implementing these changes, the Province consulted extensively with RMOW, ministries (Finance and Tourism) and various industry advisory groups. RMOW was opposed to the changes because about 5,000 of the 13,000 grandparented SAP's were located in RMOW.
- Specifically, RMOW was opposed to the changes because of potential foregone tax revenue losses (i.e., if the grandparenting was not put in place, RMOW would have received a substantial revenue increase due to the implementation of split classification). In addition,



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RMOW was, and still is, concerned that the multiple service desks are impacting the tourism experience and resulting in reduced overall occupancy at the resort.

- RMOW's proposal to eliminate the grandparenting provisions does have merit in that it would result in all SAPs being classified and taxed the same and it would eliminate the incentive for complexes to operate multiple front desks. However, repealing the grandparenting provisions would likely generate strong opposition from the unit owners who would be losing their full residential status (Class 1).
- In recent years, government has clearly communicated to RMOW that it has no intention to revisit SAP legislation at this time.

**Decision required:**

- **90 day issue**
- No decision required unless government decides to repeal the grandparenting of SAP unit Residential classification.



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## ISSUE NOTE

### Treaty First Nation Access to Pooled Borrowing

**Issue:** Treaty First Nations are seeking access to pooled borrowing for capital projects.

#### Background:

- In 2007, during the treaty negotiation process, BC was supportive of Canada's commitment to establish the First Nations Financing Authority (FNFA) to provide treaty First Nations (TFN) with access to pooled borrowing.
- The federal legislation creating the FNFA provides that Canada can add "self-governing" First Nations as members by regulation. s13, s16  
s13, s16
- BC is working with TFN, the FNFA and Canada to try to resolve this issue, which may involve s13, s16  
s13, s16
- FNFA is modelled after the Municipal Finance Authority (MFA), which was created through provincial legislation and unites the borrowing power and requirements of BC municipalities by providing a collective body for accessing long term financing.
- The MFA was created by provincial legislation, but it is owned by local governments and operates like a co-operative. The foundation of the MFA is joint and several liability. All members are responsible for each other's borrowing and this works because they all operate under the same legislative framework and controls.
- TFN membership in the MFA is not possible as the financial and governance controls that the Province exerts over local government do not apply to a TFN, which has autonomous, independent financial authority and is not subject to supervision by senior governments.
- Because the MFA was created as a local government-owned corporation, the Province has no role in MFA's management and the provincial treasury is insulated from liabilities associated with local borrowing.
- MFA was consulted during treaty negotiations and supports TFN access to FNFA.

#### Decision required:

- FYI only



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## ISSUE NOTE

### Tsawwassen First Nation (TFN) - Greater Vancouver Sewerage and Drainage District (District)

#### Issue:

- The Tsawwassen First Nation (TFN) is concerned about gaining access to sewer service and membership in the Greater Vancouver Sewerage and Drainage District (District). Discussions between the TFN, District and the Corporation of Delta (Delta) continue.

#### Background:

- TFN is proceeding with significant commercial and residential development plans including discussions with their development partners on the required infrastructure, e.g. sewage disposal. The plans require upgrades to TFN's current waste management infrastructure, which can be achieved through membership in the District. Also, the TFN's sewage treatment plant is at capacity, and does not comply with the *Environmental Management Act*.
- In spring 2012 at the request of the TFN and District, the Ministry put forward legislation to enable TFN membership to secure waste management services comparable to those provided to other members. The *Greater Vancouver Sewage and Drainage District Act* (Bill 41) amendment provides broad provincial authority to settle the terms and conditions of TFN membership in the District. If the TFN cannot reach agreement with the District, the TFN can request the Province to arbitrate. This legislation is consistent with that of the TFN's membership in the Greater Vancouver Water District (GVWD), and how new municipal members are added to the District. (Treaty legislation enabled the TFN to become a regional district member and join the GVWD but did make provision for District membership.)
- For over two years, Ministry staff have met with the TFN and District to assist with facilitating an agreement whereby the TFN can connect to the District's Annacis Island sewage treatment plant through pipes currently owned by Delta. Various concerns of the parties have been discussed, including a possible interim service agreement.
- In December 2012, the District recognized that "further due diligence work" was required to determine capacity, asset values and upgrade costs. Following discussions between Ministry staff, District and TFN, a high-level technical assessment study of servicing options was undertaken by the District, with the TFN providing the \$40,000 funding.
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**Decision required:**

- **90 day issue**
- **Possible decision:**

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## ISSUE NOTE

### University Endowment Lands (UEL) Rezoning Applications

#### Issue:

- Two University Endowment Lands (UEL) change of land use (“rezoning”) applications.

#### Background:

- **UEL:** The Ministry is responsible for the University Endowment Lands in accordance with the *University Endowment Land Act*. The Minister is, in effect, the Mayor and Council and adopts bylaws and hears appeals of land use and other decisions of the UEL Manager in accordance with the Act.
- The UEL Administration provides the community (approximately 4,000 people) with community planning, water, sewer, garbage collection, local roads and other typical municipal services. The Minister appoints a Manager to administer the day-to-day operations of the UEL. Specific powers and functions are delegated from the Minister, as well as a general power to operate and administer the UEL.
- The community is represented through an elected Community Advisory Council (CAC), constituted under the *Society Act* and an Advisory Design Panel (ADP) (for technical comments).
- **Rezoning process:** As rezoning requires an amendment to the UEL *Land Use, Building and Community Administration Bylaw* (the Bylaw), rezoning decisions are taken by the Minister.
- The applicant leads a public engagement process and undertakes studies to develop a proposed development concept.
- The UEL then undertakes a full review of the proposal and provides feedback to the applicant. The application may be revised in light of this.
- The application and draft Bylaw amendments are referred to the CAC and ADP for comments and a public meeting is held at the discretion of the Minister. The Minister receives a full analysis of the proposals for decision.
- The UEL has an Official Community Plan (OCP), setting out the objectives and policies to guide local decisions on planning and land use management. Rezoning applications which are not fully consistent with these policies and amendments will be accompanied by proposed amendments to the plan, which are considered as part of the rezoning process.
- **Regent College Rezoning Application:** The UEL Administration is currently responding to its first rezoning application in over a decade, which is for an expansion of Regent



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College, a private theological institution. The proposed expansion includes student and faculty rental housing, commercial uses, additional classrooms and office space.

- The College sites current zoning does not allow for the proposed height of the building, nor for the proposed student rental housing use. The current OCP does not allow for commercial expansion in the precise location proposed.
- The UEL's review of the application is nearing completion and the UEL Manager has been given delegated authority to undertake the consultation steps (CAC / ADP referral and a public meeting). Once these steps are complete, a report will be brought forward to the Minister for decision on the application.
- **Musqueam Block F Application:** The 2008 Reconciliation Agreement between the Provincial Government and the Musqueam First Nation transferred Block F lands (in fee simple), along with some other land parcels and a cash payment, to the Musqueam for their economic benefit. Block F, which lies in the UEL's jurisdiction, was formerly part of Pacific Spirit Regional Park, is still forested, and occupies a very strategic 8.5 hectare site on a stretch of University Boulevard that is the gateway to the University of British Columbia.
- The Reconciliation Agreement provides multi-family residential zoning for Block F Lands, as well as the ability to apply for a zoning designation change, like any other landowner. The Musqueam's advisors are currently considering the best use of the land and have undertaken a public consultation process to inform their proposals. A rezoning application is anticipated in the Summer. Based on consultation to date, this application will include a wider range of uses, including a hotel, and a range of building forms, including some high rise development.
- Development of Block F will be unprecedented in the UEL in its nature and scale (potentially doubling the UEL's population) and will have significant implications for site servicing, community amenities, and the UEL OCP.
- The UEL Administration is working, with the help of retained professionals, to establish requirements for a major development of this kind, including proposed amendments to the UEL Bylaw. This work currently includes the development of an approach to negotiating community amenities with the applicant. Changes to UEL rezoning fees, which will apply to all rezoning applications, are addressed in a separate issue note.

#### Decision required:

- **Possible 90 day issues:**
- **Regent College:** The timing of a decision on the rezoning application depends on the progress of the final stages of the application review.



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- **Block F:** A decision of the rezoning application remains some months away, but early Ministerial direction on significant issues relating to the application, such as the approach to negotiating community amenities, may be required sooner.



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## ISSUE NOTE

### Affordable Market Housing

#### Issue:

- Affordable market housing: status of Ministry initiative and potential decisions.

#### Background:

- Since 2010, provincial staff has led an initiative and engaged with the Ministry responsible for Housing, the Ministry of Transportation and key external stakeholders to identify issues and work to implement solutions to help increase the supply of affordable *market* housing in BC communities, encourage higher density, and transit oriented development.
- External consultation has included local government elected officials and staff, UBCM, the Urban Development Institute (UDI), Canadian Home Builders Association of BC (CHBA-BC) and members of the legal community.
- At this time, MCSCD staff is working on land use planning and development finance approaches related to local government's ability to facilitate increasing the supply of affordable *market* housing for low to medium income young people, families and seniors.

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s13, s12

- Continued engagement with the Office of Housing and Construction Standards (Ministry responsible for Housing) and other ministries to develop new affordable market housing initiatives.
- Collaboration with the Real Estate Institute of BC to identify possible funding opportunities to:
  - develop best practices for local governments to help increase the supply of affordable market housing in rapidly growing rural resource-based communities and in high-growth urban centres
  - undertake a entry-level market housing consumer preference survey to inform both local governments and the development industry regarding what consumers are looking for and the trade-offs they are willing to make

**Decision required:**

- **90+day issue**

s12, s13, s14



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## ISSUE NOTE

### Coquitlam-New Westminster Inter-Municipal Bridge Dispute

#### Issue:

- The City of Coquitlam has passed a council resolution to request assistance from the Ministry of Community, Sport and Cultural Development in relation to an inter-jurisdictional dispute with the City of New Westminster regarding the Braid Street bridge.

#### Background:

- The Braid Street Bridge is a bridge that links the City of New Westminster with the City of Coquitlam, and is considered to be an inter-municipal bridge.
- The 18 year old, one-lane altering bridge system connects two industrial areas and is used by heavy load traffic. New Westminster contends it was not meant to be permanent or to convey large volumes of traffic when it was built.
- Expansion of United Boulevard in Coquitlam in 2002, resulted in increased traffic on the Braid Street bridge connecting Coquitlam to New Westminster.
- The two municipalities have been in dispute over the function and purpose of the bridge for a number of years and, stemming from this, associated upgrades, repairs and replacements.
- In October/November 2005, the City of Coquitlam and the City of New Westminster requested dispute resolution assistance under section 284 of the *Community Charter*.
- In January 2006, a statutory Dispute Resolution Officer (DRO), Lois-Leah Goodwin, directed the municipalities to mediation, as authorized under section 286(3) of the *Charter*, in the event they were unable to resolve the matter through discussions they were engaged in.
- Under the *Community Charter*, the DRO is required to direct parties in an inter-municipal road dispute to arbitration. However, the DRO has the discretion to first direct parties to mediation.
- In 2006, negotiations broke down, the matter remained unresolved and neither municipality wanted to pursue further dispute resolution at that time.
- In February 2013, a structural engineer instituted a weight restriction on the bridge due to a critical fatigue crack and indicated that the bridge needed to be replaced by the end of 2014.
- The Mayors of the two municipalities met on this issue recently and cannot agree on how to resolve the dispute.
- On May 27, 2013, the City of Coquitlam passed a council resolution to again request assistance from the DRO to resolve the dispute under the *Community Charter*.



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- A letter requesting dispute resolution assistance from the City of Coquitlam has not yet been received.
- The Minister has no role in directing the parties to dispute resolution, or intervening to resolve the dispute.

**Decision required:**

- **FYI**
- **No Minister's decision required.**



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## PROGRAM NOTE

### Program:

- **Climate Action Revenue Incentive Program (CARIP)**

### Background:

The Climate Action Revenue Incentive Program (CARIP) is a conditional grant program that provides funding to [BC Climate Action Charter](#) (Charter) signatories equivalent to 100 percent of the carbon taxes they pay directly. This funding supports local governments in their efforts to reduce greenhouse gas emissions and move forward on achieving their Charter goals.

### Status:

Since its inception in 2008, CARIP has returned almost \$19.5 million to Charter signatories representing 181 out of the 189 local governments in the Province. Grants are paid annually by March 31.

### Next Steps:

By March 8, Local Governments are required to submit a public report on their progress towards becoming carbon neutral. Reports submitted in March of 2013 are currently being evaluated.

### Contact:

Talitha Soldera, Director, Local Government Finance (250) 387-4063



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## ISSUE NOTE

### Local Governance Studies

#### Issue:

- Local governance study underway on Salt Spring Island.

#### Background:

- British Columbia has a strong tradition of self-determination and elector choice in local governance matters.
- Cabinet implements a decision to incorporate a rural area as a municipality, on the recommendation of the Minister responsible for local government, by the issuance of Letters Patent. With few exceptions, a recommendation for incorporation comes after an informed electorate has indicated a preference for municipal incorporation through a referendum.
- Municipal incorporation results in a consolidation of local service delivery, governance and representation within the municipal government. The transition of service responsibilities affects the regional district, improvement districts, and the Province of British Columbia. The fiscal impacts for the local tax payers may be moderate or substantial, and the transition is supported by financial assistance in the form of restructure assistance and implementation grants.
- The restructure program supports elector choice through locally-led examinations of the current and alternative governance and service delivery structures. This may be implemented as an all-in-one study, of municipal incorporation juxtaposed against the “status quo” option. Alternatively, it could be staged as two distinct study processes with a first phase focussed on facilitating a more fulsome understanding and discussion of current governance in the community.
- In the staged approach, a subsequent incorporation study can be designed to specifically consider the concerns and issues identified in the governance study.
- The governance study approach is preferred in most circumstances, as it provides an opportunity to gauge the community interest – without the emotion and pressure of a looming vote – and the capacity of the community to manage a controversial incorporation study process. The Minister is not obligated to proceed to an incorporation study.

#### Decision required:

- **FYI only**
- *Salt Spring Island* – a local study committee was struck in January and has developed a Terms of Reference for the governance study in consultation with Ministry staff. The request for



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proposals has been issued (closing at the end of May) to secure a consultant with local government expertise to complete the research and analysis tasks and facilitate the community education and engagement phase.

- There is no imminent decision for the Minister in this project.
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## ISSUE NOTE

### Rural Water and Sewer Servicing Issues

#### Issue: Challenges with Rural Water and Wastewater Servicing

- The delivery of drinking water and wastewater (on-site septic) in rural areas of British Columbia is challenging. Lack of adequate operation and maintenance, combined with new (higher) regulatory standards, lack of economies of scale, and the inability to effectively finance manage these systems have resulted in many small drinking water systems being out of compliance with the *Drinking Water Protection Act* – and being placed on Boil Water Notices by health authorities.
- Additionally, many older (and not so old) rural developments that were developed with on-site septic are now encountering multiple failures of these systems, causing concern for public and environmental health.
- This has resulted in pressures placed on both provincial and local governments to address the issue, and support solutions. This includes extremely high demand within the Ministry's capital grant programs.
- The Union of British Columbia Municipalities (UBCM) established a Sewerage System Working Group in 2008 and in 2010 established Small Water System Working Group to work through issues and develop practical and workable solutions.
- The Ministry was an active participant that included membership from UBCM, Ministry of Health, Health Authorities, Ministry of Transportation and Ministry of Forests, Lands and Natural Resource Operations.

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- The Ministry continues to move forward with a number of initiatives.

#### Background:

- While the Ministry does not have a regulatory role with respect to small water system or on-site septic (both under Ministry of Health/Health Authorities), there are several strong linkages that include;
  1. Local governments and particularly regional districts are often relied on to address these issues – either through provincial regulatory bodies or through the citizens being impacted.

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2. Improvement Districts, which is a Ministry responsibility, represent a large percentage of small water systems.
  3. The Ministry is responsible for the Subdivision Regulation, which is enforced by Provincial Approving Officers (Ministry of Transportation).
  4. Failing small water systems and failing on-site sewerage systems, through support by local governments, often become the subject of capital grant applications. This represents a large component of the overall 'ask' under most programs. Programs are generally oversubscribed by a margin of 10:1.
- As the result of the work done through the UBCM groups, as well as provincial inter-agency committees, there are a number of initiatives moving forward. Three significant projects that have been led by the Ministry include;
    1. **Best Practice (BPs) Guidelines for Subdivision that Utilize On-site Sewerage Systems:** BPs are being designed to be applicable province wide, with the addition of an implementation strategy (consultation) for the adoption of the Guideline by local government, Provincial Approving Officers and Health Authorities. The desired outcome is to ensure that on-site sewerage systems, when used in subdivision, are sustainable. Another outcome is to build awareness/knowledge for local governments to understand their role and authority in ensuring rural development is supported and sustainable.
    2. **Financial Best Management Practices (BMPs) for Small Water Systems:** BMPs will help community water suppliers implement effective long-term financial plans, and will reinforce the need for a business focused approach to operation. These BMPs may cover provision for infrastructure upgrading including appropriate water treatment, and for charging the full costs of water supply. This was identified as a critical component in making small water systems sustainable
    3. **Best Practice (BPs) Guidelines for Subdivision that Utilize Small Water Systems:** Similar to BPS for On-site Sewerage, BPs are being designed to be applicable province wide, with the addition of an implementation strategy (consultation) for the adoption of the Guideline by local government, Provincial Approving Officers and Health Authorities. The desired outcome is to ensure that small water systems, when used in subdivision, are sustainable. Another outcome is to build awareness/knowledge for local governments to understand their role and authority in ensuring rural development is supported and sustainable.

All three projects are ongoing and have an implementation component to them.



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**Decision required:**

- ***FYI – No Decision Required***



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## ISSUE NOTE

### The Safe Drinking Water for First Nations Act (Bill S-8)

**Issue:** Metro Vancouver (Metro) is concerned that the federal government's proposed *Safe Drinking Water for First Nations Act* (Bill S-8) may impose additional responsibilities and liabilities on local governments providing water and sewer services to First Nations lands.

#### Background:

- In July 2011, the federal government released the findings of a national assessment of First Nations water and wastewater systems. Of the 290 systems reviewed in BC, the Ministry of Aboriginal Affairs and Northern Development Canada (AANDC) risk assessment rated 154 as high, 52 as medium and 84 as low. The estimated cost to reduce the risk in these systems is \$324 million with an additional \$710 million required to meet projected growth on First Nations lands in the next ten years. BC has the largest number of First Nations in Canada.
- On November 30, 2012, Metro wrote to the Minister for AANDC (Minister) outlining nine concerns with the proposed legislation, including a lack of consultation and consideration of local government interests as service providers to First Nations, the possible transfer of liabilities for First Nations systems to local governments, challenges with enforcement of regulations, and infrastructure and capacity funding.
- On February 7, 2013, the Minister responded to Metro that Bill S-8 “will not force municipalities to provide drinking water services to First Nations” and “will not delegate powers or costs to provinces or municipalities.”
- On May 8, 2013, the Minister reiterated his position above and further stated that Bill S-8 would not affect municipal service agreements with First Nations.
- On May 28, 2013, Metro and the Union of BC Municipalities appeared before the House of Commons Standing Committee on Aboriginal Affairs and Northern Development to speak to Bill S-8, and requested four amendments: include local governments in the preamble; clarify the legislation applies to water and sewer systems on First Nations lands; establish First Nations as a legal entity for the purposes of entering into service agreements for water and sewer systems; and, clarify that the Government of Canada maintains its responsibility and liability for activities on First Nations lands.

#### Decision required:

- FYI only



May 22, 2013

## ISSUE NOTE

s12, s13, s16



**Decision required:**

- **FYI only**

May 22, 2013

s12, s13, s16



May 22, 2013

## ISSUE NOTE

### Whistler (RMOW) - Official Community Plan (OCP) Judicial Review

#### Issue:

- Judicial review of Minister's approval of Whistler Official Community Plan bylaw 1983.

#### Background on Petition to the Court:

- On May 8, 2013 the Squamish and Lil'wat First Nations (the Nations) filed a petition with the Supreme Court of British Columbia for a judicial review of the Minister's decision to approve a new official community plan (OCP), bylaw 1983, for the Resort Municipality of Whistler (RMOW).
- The Nations named the Province, represented by the Minister of Community Sport and Cultural Development, and the RMOW, as respondents.
- The petitioners are seeking an order from the Court to set aside the approval with costs along with several declarations:
  - The Province owes a duty to consult and if necessary accommodate the Nations.
  - The Province did not adequately consult and accommodate the Nations.
  - The Minister erred in law in assessing the duty to consult as low.
  - The Minister had a duty to consider amendments to the OCP that would protect the economic and aboriginal title interests of the Nations; and
  - The Minister had a duty to consider impacts of the decision on other negotiations and agreements between the Nations and the Province.
- Litigators from the Ministry of Attorney General be representing the Province and will work with Ministry staff to respond to the facts and the legal arguments presented by the Nations.

#### Background on Bylaw Decision:

- RMOW bylaw 1983 was received for statutory approval on December 3, 2012. Minister Bill Bennett approved it April 15, 2013 and it was adopted by RMOW Council on May 7, 2013.
- Under section 11 of the *Resort Municipality of Whistler Act*, Ministerial approval of draft OCP Bylaw 1983 was required before it could be adopted by Council. The new bylaw replaced the existing bylaw which has not been comprehensively reviewed since 1993.
- The basis for approval is to ensure consistency with provincial interests (including discharging the provincial duty to consult with First Nations). Making sure the bylaw meets legal requirements and proper planning practice is the responsibility of the RMOW.



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- Public consultation on the OCP occurred over several months and included community events, workshops, advisory committee meetings that engaged 1,500 participants in total.
- Ministry staff worked with the RMOW to help facilitate collaboration with provincial agencies in the drafting of OCP. Provincial interests addressed in the OCP include:
  - Consistency with resort master plans for Whistler and Blackcomb mountains;
  - Consistency with the SLRD regional growth strategy;
  - Protection of the provincial highway corridor;
  - Alignment with policies in the Sea-to-Sky Land and Resource Management Plan;
  - Alignment with the resort municipality initiative; and
  - Alignment with Garibaldi Park plans
- The RMOW engaged with the Squamish and Lil'wat First Nations (the Nations) and added several policies and objectives in the OCP to reflect their interests. Ministry staff believe the potential for adverse impact to First Nations interests is low for these reasons:
  - The OCP provides a guiding framework for local planning and land use decisions.
  - Although an OCP can speak to Crown land within the area covered by the plan, other Crown decisions are required prior to the actual use of Crown land.
  - The OCP does not bind the Crown when making future land use decisions.
  - The land designations for Crown land in the new OCP reflect existing zoning and are unchanged from the current OCP.
  - Engagement records provided by the RMOW show that changes were made to the bylaw to address Lil'wat and Squamish Nation interests.
- To discharge the provincial duty to consult, the Ministry provided notice to the Nations that the bylaw has been submitted for approval and held two conference calls to discuss the bylaw and First Nations interests.
- The Nations expect to secure Crown land from the province in the future and are concerned that the RMOW's growth management policies will restrict their economic development aspirations because the kind of zoning they may want is not assured.
- The RMOW invested several months of work to develop an OCP that reflects community values and provincial interests. It is not within the municipality's jurisdiction to draft policies for the OCP that would give the Nations preferential zoning over lands they may acquire.
- To try to address the Nations concerns, the Minister committed to having Ministry staff facilitate discussions with the RMOW to discuss respective interests, responsibilities and authorities.

#### Decision required:

- **FYI - no decision required at this time.**
- **This process may be ongoing for some time.**



June 10, 2013

**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. s22 and has a Bachelor's degree in History and a Masters of Public Administration.



May 22, 2013

## PROGRAM NOTE

### Program:

- **BC Athletic Commissioner**
  - Enhances the safety of participants in professional boxing and professional mixed martial arts (MMA) through the implementation of consistent rules, policies and procedures across the province.
  - Establishes a consistent standard of qualifications for all participants and officials through a uniform licensing and permitting framework; and
  - Ensures compliance with the *Athletic Commissioner Act* and its regulations.
- The BC Athletic Commissioner does not regulate amateur contests or events. A separate process is underway for the establishment of a provincial sport organization to regulate amateur combat sports.

### Background:

- The *Athletic Commissioner Act* was passed in May 2012 to provide for provincial regulation of professional boxing and MMA events.
- Previously, local athletic commissions regulated these events throughout the province. After May 30, 2013 local commissions will no longer have authority to operate, except for boxing and MMA events which they authorized before May 30, 2013.
- Extensive consultation was undertaken with local governments and they were generally supportive of provincial level regulation, provided events remained economically viable in their communities.
- If local governments do not want such contests to take place in their communities, they can prohibit them by passing a bylaw.

### Status:

- On May 30, 2013, the Office of the BC Athletic Commissioner was launched.
- The launch consisted of a website with information sheets and application forms for licenses and event permits that are required in order to hold a professional boxing or mixed martial arts event in BC. The launch also included a phone contact for questions.
- A Commissioner was hired through a competitive process internal to government and started in the role on May 21, 2013. The Commissioner reports to the ADM of Management Services.



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**Next Steps:**

- The Commissioner will be reviewing and making decisions regarding licence applications for promoters, matchmakers, contestants, seconds and officials, as well as decisions regarding applications for event permits.
- No events have been sanctioned by the Commissioner yet. The earliest possible time for the first sanctioned event is August 2013.
- Three mixed-martial arts (MMA) promotion companies have expressed interest in holding events in Vancouver during August 2013. The Ultimate Fighting Championship (UFC), the largest MMA has indicated that they would like to hold an event in Vancouver in 2014.

**Contact:**

Dave Maedel, BC Athletic Commissioner  
250-356-7066

## Ministry of Community, Sport and Cultural Development 2013/14 Operating Budget by Core Business

Core Business	2012/13 Restated (\$000s)	2013/14 Estimates (\$000s)	Year-Over-Year Increase/(Decrease)	
			(\$000s)	% Change
<b>Local Government</b>				
Voted Appropriation				
Local Government Services and Transfers	243,781	97,636	(146,145)	(59.9%)
Assessment Policy and Support	507	502	(5)	(1.0%)
Assessment Services	1	1	-	-
University Endowment Lands	5,576	5,576	-	-
	249,865	103,715	(146,150)	(58.5%)
<b>Integrated Policy, Legislation and Operations</b>	2,811	2,779	(32)	(1.1%)
<b>Arts, Culture and Sport</b>				
Arts and Culture	10,066	26,284	16,218	161.1%
Community Gaming Grants	1	1	-	-
Creative BC	2,222	2,208	(14)	(0.6%)
Sport	17,230	20,912	3,682	21.4%
	29,519	49,405	19,886	67.4%
<b>Crown Corporations - Royal BC Museum</b>	12,166	11,866	(300)	(2.5%)
<b>Executive and Support Services</b>				
Minister's Office	580	573	(7)	(1.2%)
Corporate Services	5,324	5,252	(72)	(1.4%)
<b>Ministry Operations (before Special Accounts)</b>	300,265	173,590	(126,675)	(42.2%)
<b>Special Account</b>				
University Endowment Lands Administration	6,442	6,442	-	-
BC Arts and Culture Endowment	2,500	2,500	-	-
Physical Fitness and Amateur Sport	1,700	1,700	-	-
<b>Total</b>	<b>310,907</b>	<b>184,232</b>	<b>(126,675)</b>	<b>(40.7%)</b>

### Explanation of Budget Changes

Accelerated Agreements	
Decrease to Small Community Grants	(30,000)
Decrease to Traffic Fine Revenue Grants	(30,000)
Decrease to Peace River Fair Share	(79,200)
Arts, Culture and Sport increase	13,100
Royal BC Museum decrease	(300)
Administrative Reduction	(275)
<b>Total Year-Over-Year Change</b>	<b>(126,675)</b>

In 2013/14, Community Gaming Grants are \$135m, which are offset by \$135m in Recoveries from BC Lotto Corp.

**Ministry of Community, Sport and Cultural Development**  
**Local Government Services & Transfers**  
**2013/14 Estimates by Expenditure Type**

Expenditure Type	2012/13 Restated (\$000s)	2013/14 Estimates (\$000s)	Year-Over-Year Increase/(Decrease)	
			(\$000s)	% Change
Salaries and Benefits	5,599	5,541	(58)	(1%)
Operating Costs	1,789	1,752	(37)	(2%)
Government Transfers	268,394	110,344	(158,050)	(59%)
Other Expenditures	-	-	-	-
<b>Total Gross</b>	<b>275,782</b>	<b>117,637</b>	<b>(158,145)</b>	<b>(57%)</b>
Internal Recoveries	(1)	(1)	-	-
External Recoveries	(32,000)	(20,000)	12,000	(38%)
<b>Total Net</b>	<b>243,781</b>	<b>97,636</b>	<b>(146,145)</b>	<b>(60%)</b>

**Explanation of Budget Changes**

Accelerated Agreements

Decrease to Small Community Grants  
Decrease to Traffic Fine Revenue Grants  
Decrease to Peace River Fair Share

(30,000)

(30,000)

(79,200)

Impact of Accelerated Agreements

(139,200)

Transfer from Local Government to Art, Culture & Sport

(6,800)

Maturity of Infrastructure Projects

(12,000)

Reduction of Federal Recoveries

12,000

Government-wide savings initiative

(145)

**Total Year-Over-Year Change**

(146,145)

**Ministry of Community, Sport and Cultural Development**  
**Arts, Culture, Gaming Grants and Sport**  
**2013/14 Estimates by Expenditure Type**

Expenditure Type	2012/13 Restated (\$000s)	2013/14 Estimates (\$000s)	Year-Over-Year Increase/(Decrease)	
			(\$000s)	% Change
Salaries and Benefits	3,314	3,480	166	5%
Operating Costs	1,061	1,031	(30)	(3%)
Government Transfers	160,580	180,372	19,792	12%
Other Expenditures	1	1	-	-
<b>Total Gross</b>	164,956	184,884	19,928	12%
Internal Recoveries	(1)	(1)	-	-
External Recoveries	(135,436)	(135,478)	(42)	0%
<b>Total Net</b>	<b>29,519</b>	<b>49,405</b>	<b>19,886</b>	<b>67%</b>

### Explanation of Budget Changes

The Government Transfers increase is primarily due to funding for Art & Sport Legacy. For the past 3 years, the \$20M per year for SAL was funded through access to the Contingencies Vote. In 2013/14 SAL is funded within the Ministry's Budget.

Transfer from Local Government to Art, Culture & Sport (SAL funding)	6,800
Arts, Culture and Sport increase (\$6.25 M for new programs and \$6.85 SAL funding)	13,100
Increased Sport Funding from Federal Proponent	42
Increased Federal Recoveries	(42)
Government-wide savings initiative	(14)
<b>Budget Change</b>	<b>19,886</b>

## Budget Questions and Answers

### Contents:

1. What are the key changes to the Ministry's budget for 2013/2014?
2. What will the Audit Council secretariat cost?
3. How much is the Provincial Athletic Commissioner going to cost?
4. The \$20M Contingency Vote funding for Arts, Culture, and Sport is discontinued after 2012/13. What does this mean for organizations that rely on this funding?
5. Why are transfers to Crown Corporations and Agencies reduced by \$300,000 in 2013/2014?
6. What happened to the BC Film Commission? What is Creative BC?
7. What is the new programming for arts?
8. What is the budget for community gaming grants going forward. Will the same groups receive the funding as in 2011/12?
9. How many FTEs are there in the ministry and what is the change from last year?

1.	<p><b>What are the key changes to the Ministry's budget for 2013/14?</b></p> <p>The Ministry's <b>2013/14 Operating Budget: \$184.2M</b> (net decrease of \$126.675M or 40.7% from the 2012/13 restated budget of \$310.9M):</p> <p>Budget changes for 2013/14 include the following:</p> <ul style="list-style-type: none"> <li>• <b>\$20M increase in funding to support Arts, Culture, Gaming Grants and Sport:</b> This funding will ensure programs that were previously funded under the Sport and Art Legacy (Contingencies Vote funding) are protected in the Ministry's base budget. The funding will maintain the level of funding that goes to non-profit (sport, art and cultural) organizations across the province and will assist in keeping BC competitive in the digital market place and recognize the convergence taking place within the film, video game and animation sectors.</li> <li>• <b>\$139.2M reduction in Local Government Grants</b> (Small Community Grants, Traffic Fine Revenue Sharing Grants and Peace River Fair Share Agreement). Under the Strategic Community Investment Fund these grants were paid in 2011/12 and 2012/13 and are now reductions from the 2013/14 budget.</li> <li>• <b>\$6.9M reduction in Local Government Grants</b> that relates the transfer of uncommitted infrastructure funding from the LG division to Arts, Culture, Gaming Grants and Sport. The \$6.9 M transfer plus new funding of \$13.1 M provided the funding for the \$20 M increase in Arts, Culture, Gaming Grants and Sport.</li> </ul> <p><b><u>Key Messages, about the current year budget:</u></b></p> <ul style="list-style-type: none"> <li>• The acceleration of Small Community Grants, Traffic Fine Revenue Sharing Grants and</li> </ul>
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Peace River Fair Share Agreement occurred in 2011/12 & 2012/13 is now being offset by reductions in 2013/14 and 2014/15. i.e., the communities were provided accelerated funding for the first two years and reduced funding in the following two years. Net change is zero.

- The accelerated grants provided communities more funding sooner, create greater certainty and improve financial flexibility, encourage growth, create jobs and promote accelerated economic recovery.

Grants were re-profiled in accordance with the following table.

Program	2011/12	2012/13	2013/14	2014/15
Small Community	\$30M	\$10M	(\$20M)	(\$20M)
Traffic Fine Sharing	\$30M	\$10M	(\$20M)	(\$20M)
Peace River	0	\$39.6M	(\$39.6M)	0
<b>Total</b>	<b>\$60M</b>	<b>\$59.6M</b>	<b>(\$79.6M)</b>	<b>(\$40M)</b>

- The province re-profiled \$119.6M of discretionary grants to local governments in 2011/12 and 2012/13, to provide bridge-financing support and increase financial certainty for these recipients.
- The accelerated funding was provided by adjustments to the Ministry's budget and fiscal plan. The overall impact is zero. The swing between 2012/13 and 2013/14 is \$139.2M (\$59.6M plus \$79.6M).
- In uncertain economic times, the fiscal challenges faced by governments require innovative solutions. For both the Province and small local governments dependent on provincial funding, the current world economic volatility causes significant revenue uncertainty and may well create a risk of reduced budget flexibility over the medium term, as the province moves back to legislatively required balanced budgets.
- Re-profiling grants has been an effective tool in the past
- The ministry has previously re-profiled its Small Community and Traffic Fine Grants in 2008/09 and again in 2010/11.

2.	<p><b>What will the Audit Council secretariat cost?</b></p> <ul style="list-style-type: none"> <li>• There will be no additional costs to the \$2.6 million that has been budgeted.</li> <li>• There is no separate staff unit in CSCD to support the Audit Council.</li> <li>• The staff resources which may be provided to the audit council will be primarily administrative or logistical e.g. scheduling, distributing meeting packages, to allow the Chair and council to carry on its responsibilities.</li> <li>• The cost of that administrative staff support for the Audit Council comes from the CSCD budget, and it is entirely absorbed within the ministry.</li> <li>• We are not adding additional costs to the CSCD budget in order to assist with the administrative duties of the appointed Audit Council.</li> <li>• Only the Audit Council meeting fees, travel costs and out-of pocket expenses will be part of the AGLG Vote.</li> </ul> <p><b>How many audits are expected within the first year?</b></p> <ul style="list-style-type: none"> <li>• There is no set number of performance audits envisioned each year.</li> <li>• The AGLG has complete discretion to determine the audit program, within the Office's budget.</li> <li>• It is expected that the AGLG will ramp-up capacity over the next few years, as staff are hired and the audit program takes shape.</li> <li>• In 2010/11 the OAG released about 19 Performance Audit Reports.</li> </ul> <p><b>Compared on a per FTE or operating costs ratio basis, why do the costs seem higher than many of the Officers of the Legislature?</b></p> <p>Some of the key differences are:</p> <ul style="list-style-type: none"> <li>• The Auditor General of Local Government (AGLG) is a new office just being established.</li> <li>• The AGLG will be located on the Mainland, as opposed to Victoria.</li> <li>• The mandate is province-wide (188 elected local governments in regions across the province). To deliver credible results the audit teams must at a minimum travel to regional communities to conduct audits and then likely return again to report the recommendations to the local elected councils in a timely manner.</li> </ul> <p>Audit professionals may be contracted to build capacity and ensure that a number of audits are completed in 2013/14.</p>
3.	<p><b>How much is the Provincial Athletic Commissioner going to cost?</b></p> <ul style="list-style-type: none"> <li>• The Athletic Commissioner Act establishes a provincial athletic commissioner (to be called the BC Combative Sports Commissioner) with authority to regulate and supervise professional combative sports, specifically boxing, Mixed Martial Arts (MMA) and kickboxing.</li> </ul>

	<ul style="list-style-type: none"> <li>• The Commissioner will be responsible for administering a consistent standard of qualifications and safety protocols for all participants and officials through licensing and permitting of events, as well as compliance with the Act and regulations.</li> <li>• Industry and some local governments (who regulate it now) have looked to the Province to establish a consistent and reliable regulatory environment.</li> <li>• The Commissioner's office is expected to cost \$250,000 annually, which will cover salaries (1.5 FTEs), travel, training and equipment.</li> <li>• Revenue generated through gate receipts, pay-per-view television, licence fees and fines is estimated to cover these costs.</li> </ul> <p><b>Why is government regulating combat sports like Mixed Martial Arts?</b></p> <ul style="list-style-type: none"> <li>• The Commissioner's mandate is to ensure the integrity of the BC professional combative sport sector through the effective and efficient delivery of a regulatory regime.</li> <li>• Establishing a consistent regulatory environment will help to create the market certainty necessary for industry growth.</li> <li>• The regulatory program is intended to protect the health and safety of fighter athletes, ensure the integrity of all professional contests, and screen and assess all participants and officials.</li> <li>• Amendments to the Criminal Code of Canada, to exempt MMA and other forms of combative sports from the section of the Criminal Code that makes "prize fights" a criminal offence, have passed second reading with the support of all federal political parties. The Bill has completed the first hour of the Third Reading with the support of all parties, and is anticipated to be passed by June, 2013.</li> </ul> <p><b>What is the economic impact of Mixed Martial Arts events?</b></p> <ul style="list-style-type: none"> <li>• To date the Ultimate Fighting Championship (UFC) has hosted approximately 12 events in Canada.</li> <li>• The last event in Vancouver was June 2011 with attendance at 14,687 and tickets sales at \$2.8M.</li> <li>• Average attendance at UFC MMA events in Canada is just over 19,000, generating an average of \$4.4M per event in gross ticket sales.</li> </ul> <p><b>When is the Commissioner's office going to start licensing and permitting events?</b></p> <ul style="list-style-type: none"> <li>• Legislation to establish a Provincial Athletic Commissioner was passed in May 2012.</li> <li>• The Ministry is currently developing a regulatory framework to support the provincial legislation.</li> <li>• Part of this process has involved seeking input from local commissions and the public. The responses received are being considered as part of the regulatory development process.</li> <li>• A recruitment process to hire a Commissioner is currently underway. It is anticipated that</li> </ul>
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	the Office should be operating with a new Commissioner by May2013.
4.	<p><b>The \$20M Contingency Vote funding for Arts, Culture, and Sport is discontinued after 2012/13. What does this mean for organizations that rely on this funding?</b></p> <ul style="list-style-type: none"> <li>• Budget 2013 provides a base budget lift of \$20 M for Arts, Culture and Sport. This funding will protect and maintain the level of funding that goes to non-profit (sport, art and cultural) organizations across the province.</li> <li>• This means no reductions to existing Arts, Culture and Sport funding programs.</li> </ul>
5.	<p><b>Why are transfers to Crown Corporations and Agencies reduced by \$300,000 in 2013/2014?</b></p> <ul style="list-style-type: none"> <li>• Transfers to crown corporations and agencies will be reduced from \$12,166M to \$11,866M due to a reduction in the operating grant to the Royal British Columbia Museum of \$300,000.</li> <li>• Government has retained critical operating funding to RBCM in order to minimize service level impacts.</li> <li>• The Province has provided RBCM with \$5.85M in capital funding over the past three years to support RBCM electrical and heating, ventilation and air conditioning upgrades and ensure that RBCM's Category A Designation for the BC Museum and Archives is maintained.</li> </ul>
6.	<p><b>What happened to the BC Film Commission? What is Creative BC?</b></p> <ul style="list-style-type: none"> <li>• Creative BC was announced late January 2013. It was previously known as BC Film+Media. It will be responsible for delivering government's programming on film, tv, digital media – in other words the creative industries in BC.</li> <li>• Therefore it will be responsible for delivering the programming previously delivered by BC Film Commission. The funding will remain the same as in past years – there will be no reduction in services.</li> </ul> <p style="text-align: right;">s13</p> <p style="text-align: center;">s13</p>

7.	<p><b>What is the new programming for arts?</b></p> <ul style="list-style-type: none"> <li>• The Arts Budget 2013 reflects a base increase of \$10M (of the total SAL funding of \$20M) to offset the loss of the Sport and Art Legacy and an additional \$6.25M for the BC Creative Futures Strategy.</li> <li>• BC Creative Futures Strategy will provide significant new funding to provide a continuum of programming for children, youth and students to position them to succeed in the knowledge economy.</li> <li>• Funding will provide for expansion of BC Arts Council programs of Artists in the Classroom (\$0.5M), Artists in Education (\$1.0M), Scholarship Program (\$0.75M), and Co-op Program (\$1.0M). In addition, the After School Sport and Arts Program will be expanded (\$1.0M) and a new Creative Youth Initiative (\$2.0M) will be launched.</li> <li>• The intention of the programming is to provide children, youth and students opportunities to experience, perform, learn and be employed in creative endeavours.</li> </ul>
8.	<p><b>What is the budget for community gaming grants going forward. Will the same groups receive the funding as in 2011/12?</b></p> <ul style="list-style-type: none"> <li>• In January 2012, in response to the independent Community Gaming Grant Review, the Premier increased the annual base budget of gaming grants to \$135M – \$15M more than originally budgeted in 2011/12.</li> <li>• Government continues to protect the Premier’s commitment to reinstate arts, culture and sport groups and has kept gaming grant funding at \$135M during difficult financial times.</li> <li>• In December 2012, the ministry initiated a new, simplified gaming grant application form for organizations not requesting an increase that will reduce the time and effort required to submit an application for thousands of non-profit organizations. This new form has been enthusiastically received by these organizations.</li> </ul>
9.	<p><b>How many FTEs are there in the ministry and what is the change from last year?</b></p> <ul style="list-style-type: none"> <li>• There are approximately 240 FTEs in the ministry.</li> <li>•</li> </ul> <p style="text-align: center;">s13, s17</p> <p style="text-align: center;">s13, s17</p>



May 22, 2013

## **MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT**

### **MANAGEMENT SERVICES DIVISION**

#### **(EXECUTIVE AND SUPPORT SERVICES)**

##### **ADM Responsible:**

George Farkas

##### **Core Business/Program Area Description/Critical Business Processes:**

Executive and Support Services consists of the 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. The Division also has responsibility for the Tourism Branch (effective April 1, 2013) and the Provincial Athletic Commissioner (May 2013).

The Division provides services to the ministries of Community, Sport and Cultural Development and Jobs, Tourism and Skills Training, and management services support to Destination BC.

##### **Budget: (in 000's)**

**2013/14**

Executive and Support Services	
Minister's Office	573
Deputy Minister's Office	470
Management Services Division	4,782
<b>Total</b>	<b>5,825</b>

s13, s17

##### **Related Legislation:**

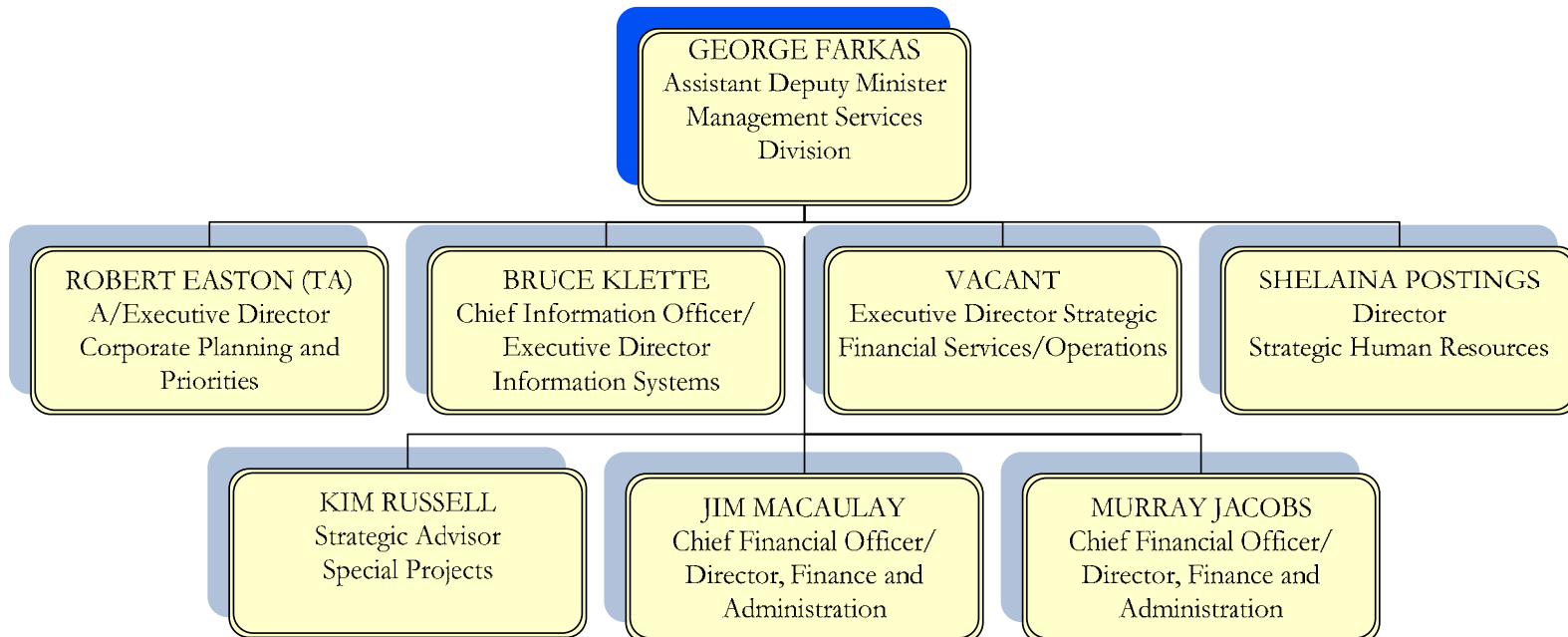
All Ministry legislation is the responsibility of the Integrated Policy, Legislation and Operations Division.



May 22, 2013

Organizational Chart:

Management Services Division





May 22, 2013

Management Services:	
Executive	Deputy Minister's Office, including administrative support staff.
ADM's Office	Oversees a range of corporate management services provided to Ministry programs.
Finance and Administration Branch	Provides budget planning, financial administration and support, including fulfilling FOI requests and accountability for performance initiatives.
Information Systems Branch	Provides information technology services to the Ministry.
Strategic Human Resources Branch	Provides professional strategic HR services to the Ministry's executives and senior management and operational support to all Ministry employees.
Corporate Planning and Priorities Branch	Provides advice and support on the Ministry's corporate performance planning and reporting, evaluation, risk management and internal communications.

**Ministry of  
Community, Sport and Cultural Development**

**2012/13 – 2014/15  
SERVICE PLAN**

**February 2012**



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## Message from the Minister and Accountability Statement



Attracting new investment, creating and protecting jobs for families, and ensuring that we have strong supporting infrastructure are crucial elements for provincial sustainability. Families, and the communities they live in, are at the heart of the economic and social health of our province. This Ministry's role is to support all British Columbians and their respective local governments in making their community the best possible place to live, work and raise a family.

We recognize the important role local governments play, and we work with local governments to meet the emerging needs of B.C. communities in an open and transparent fashion. During the past year, we have had direct conversations with communities on how B.C. can move *Canada Starts Here: The BC Jobs Plan* forward.

I look forward to working with our Parliamentary Secretary for Rural Communities, Donna Barnett, to ensure a strong connection with our rural communities. A priority of government is to reinvest in rural B.C., and to help those communities thrive and succeed. Their achievements will be key to the success of *Canada Starts Here: The BC Jobs Plan*.

We also continue to focus on community infrastructure. This past year, we announced \$30 million in funding to strengthen recreational infrastructure for communities in B.C. The improvements will support families in enjoying a more active and healthy lifestyle, and will provide shared spaces in which communities can come together.

We have heard the concerns about the community gaming grant program and, under the direction of the Premier, this ministry took action, supporting an independent review of this program. During August and September Skip Triplett, the former Kwantlen Polytechnic University president who has served on numerous corporate and non-profit boards, visited 14 communities across the province engaging with charities, community members, industry representatives, interest groups and local government.

In response to key recommendations from the community gaming grant review, government has committed to increase annual gaming grant funding to \$135 million, restore eligibility to a number of community sectors and pledged to further explore multi-year funding agreements.

As committed to in the Families First Agenda, our government is also creating and fully funding an Office of the Auditor General for Local Government. The office will support existing open and transparent processes, act as a resource for local government, promote best practices, and through targeted audits, encourage local governments to get value for money.

B.C. continues to adapt to the effects of a changing climate and our Ministry will continue to assist local governments in meeting their commitments under the BC Climate Action Charter, working together to maintain clean air and water, as well as infrastructure planning to keep our vibrant communities strong and sustainable.

In keeping with the Premier's commitment, this Ministry will be undertaking a review of municipal financing mechanisms that enable local governments to provide the services that are most important to citizens. The part that local government property taxes play in business competitiveness and investment will be addressed by a panel recently announced by the Minister of Finance.

In October, the Ministry brought forward legislation based on the Farm Assessment Review Panel recommendations. These amendments encourage more intensive agriculture operations in the province by increasing the tax exemption for farm improvements and providing property tax relief to support retired farming families in the Agricultural Land Reserve who wish to remain on their farm.

Government plans to make significant changes to local election rules – fulfilling the recommendations of the Local Government Elections Task Force. These changes will be put in place for 2014 local government elections, increasing accountability, transparency and effectiveness.

The Province continues to support both high-performance sport and participation in the wake of hosting the 2010 Olympic and Paralympic Winter Games. B.C. was host to a number of successful sporting events in 2011 including the Western Canada Summer Games in Kamloops and the BC Seniors Games in the West Kootenays. In addition, the Province is solidly behind Prince George as it prepares to host the Canada Winter Games in 2015. Such events promote active lifestyles and provide economic benefits to the host communities.

British Columbia is proud of its international reputation as a film-friendly production centre, and its proven track record for providing exceptional value for the producer's dollar. We are one of the leading production centres in North America. B.C.'s film production industry annually attracts hundreds of millions of dollars in investment to our economy, and directly and indirectly employs more than 25,000 people. We are partnering with other provincial ministries to build new opportunities for B.C.'s screen-based businesses and services in growing markets such as Asia.

Despite challenging economic times, arts and culture funding continues to be well supported by our government through this Ministry. The BC Arts Council core funding has been maintained, at the second highest level ever, helping arts and cultural groups tell B.C.'s story and showcase B.C.'s diverse heritage to the world.

In the years ahead, the Ministry will continue to strengthen partnerships and expand economic and social opportunities to support the families of B.C. I want to take this opportunity to thank our staff, partners and many stakeholders. Our work helps to enrich families and to support careers through the arts. We support healthier British Columbians and economic development through sport and sport event hosting; create safer, vibrant, sustainable communities; and help create affordable housing.

The *Ministry of Community, Sport and Cultural Development 2012/13 – 2014/15 Service Plan* was prepared under my direction in accordance with the *Budget Transparency and Accountability Act*. I am accountable for the basis on which the plan has been prepared and for achieving the specific objectives in that plan.



Honourable Ida Chong, FCGA

Minister of Community, Sport and Cultural Development February 21, 2012

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## Purpose of the Ministry

The Ministry of Community, Sport and Cultural Development brings together key government services and supports needed to make B.C. communities great places to live.

Our goal is to enable local governments and residents to build vibrant, healthy and sustainable communities that are well-governed, liveable, safe, economically resilient, socially responsible and full of opportunities for participation in sport and the arts.

To accomplish this mandate, and to support communities in reaching their full potential, the Ministry:

- Provides a legislative framework, policies and programs that enable local governments to govern effectively and be accountable to citizens.
- Assists local governments in planning for vibrant, sustainable and healthy communities, and regional growth.
- Ensures that the property assessment system is transparent, flexible and fair.
- Provides funding, advice and other supports to foster effective local government services, infrastructure and governance structures, and to facilitate community economic growth.
- Promotes excellent relations between local governments, First Nations, provincial and federal bodies, the private sector and community groups.
- Supports the provincial sport system through funding and initiatives that support sport participation, excellence and events – allowing individuals, families and communities across the province to benefit from the health, social and economic benefits of sport.
- Supports artists and cultural organizations in order to engage all British Columbians in a vibrant arts and culture community that is recognized for excellence.
- Supports growth in the creative industries, including film, television and interactive media.



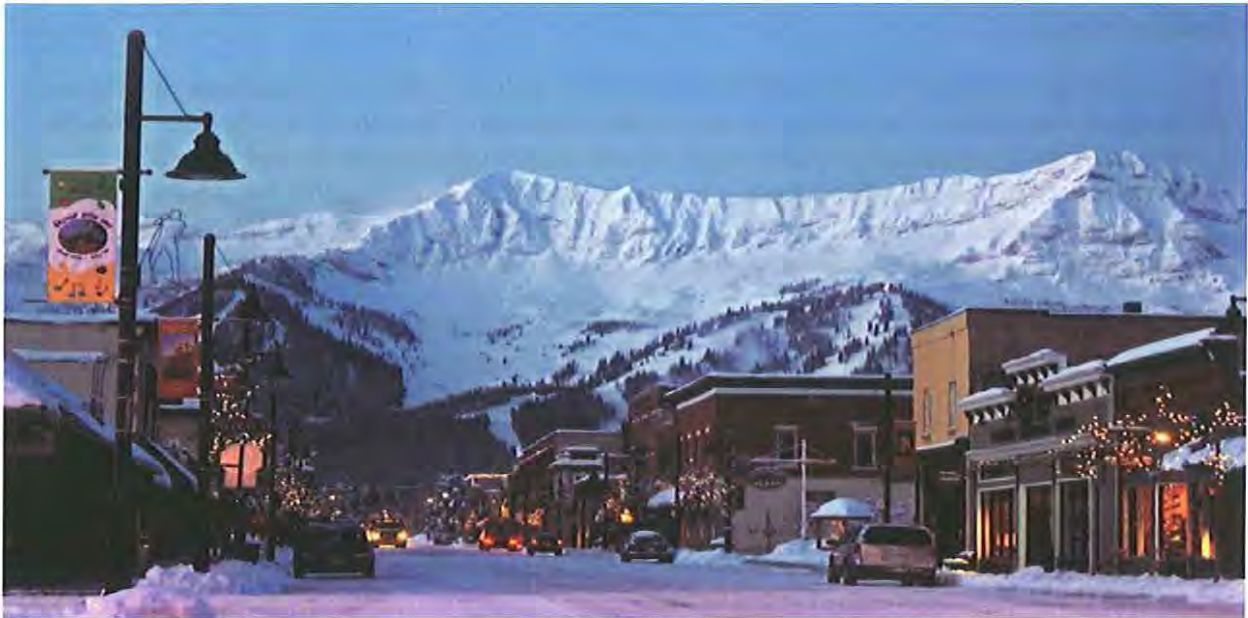
*The City of New Westminster is one of 188 local government clients in B.C.*

The Ministry recognizes the great diversity of circumstances and aspirations among B.C. communities and aims to tailor its work to the individual needs of the communities it serves. The Ministry gives special emphasis to addressing the needs of smaller and rural communities.

The following Crown corporations, agencies, boards and commissions overseen by the Ministry are critical partners in helping the Ministry achieve its mission: the Royal BC Museum, the Provincial Capital Commission, BC Assessment, the BC Arts Council, the BC Film Commission, the BC Games Society, the Board of Examiners, the Islands Trust Fund Board and the Property Assessment Appeal Board. The Ministry also oversees the University Endowment Lands, and administers the annual Property Assessment Review Panel process.

In addition, the Ministry works in close partnership with institutions from across the provincial, federal and municipal governments as well as the private and not-for-profit sectors. Some of these key partners include: a number of federal government organizations; the Union of British Columbia Municipalities (UBCM); the Municipal Finance Authority; the Local Government Management Association; the Government Finance Officers Association; the Municipal Insurance Association and many other provincial ministries and agencies.

The effective delivery of the Ministry's mandate relies on key legislation, including: the *Local Government Act*, the *Community Charter*, the *Arts Council Act*, the *Assessment Act* and the *Vancouver Charter*.



*Fernie B.C., downtown.*

# Strategic Context

## Primed for Development

B.C. is a growing, urbanized province with a population of 4.4 million<sup>1</sup>, a 7% increase since 2006. Over the next 25 years, the provincial population is expected to continue to grow, predominantly in urban areas. The challenge – and the opportunity – for communities will be to accommodate this growth in ways that advance both liveability and sustainability. This means planning for, and building vibrant, complete and compact communities that provide the basis for a great quality of life for British Columbians.

Supported by an empowering legislative framework and effective institutions, B.C. communities are well positioned to make this vision a reality. For example, [the Community Charter](#) provides municipalities with broad powers to be innovative, while enhancing public accountability and being responsive to public interests.

The Office of the Auditor General for Local Government will enhance local accountability and transparency. It will promote the efficient, economic and effective delivery of local services.

The regional district framework enables regional collaboration to address a growing number of issues that transcend jurisdictional boundaries. These issues include: water and wastewater treatment, waste disposal, air quality, transportation and public transit, sustainability and climate adaptation, and affordable housing.

From the economic perspective, B.C. communities enjoy a climate that is favourable to development. The Province's streamlined tax and regulatory systems encourage investment and business growth. An effective property assessment system helps provide stability to revenue streams that local governments use to fund everything from community services to transportation infrastructure, police and fire services, parks, and more. Local governments are also able, through the Municipal Finance Authority, to access the low-cost financing they need to encourage development.

Just as people turn a house into a home, it is the people that turn a place into a community. B.C.'s communities are filled with healthy, active, creative and engaged people. Sport, arts and culture contribute greatly to a broad spectrum of positive health, social and economic outcomes – helping to knit together the social fabric of communities, welcoming new families into B.C. communities and attracting new investment in B.C.

B.C.'s film production industry attracts more than a billion dollars of investment to our economy each year, directly and indirectly creating jobs for more than 25,000 people. British Columbia is one of the leading film production centres in North America.

B.C. has the largest and fastest growing percentage of artists in the workforce out of any province. The province has a growing screen-based entertainment sector, with competitive advantages in film and television, interactive digital media, gaming, animation, visual effects and post-production. The not-for-profit sector provides opportunities to participate in theatre, dance, music, visual arts and

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<sup>1</sup> Statistics Canada 2011 Census Population and Housing

crafts. It also operates museums, galleries and performance venues, and provides access to professional arts in communities across the province.

First Nations culture is central to B.C.'s identity and First Nations art and culture is recognized throughout the world for its many unique forms. B.C.'s cultural mosaic is ever-evolving as immigration from places such as India and China continues to fuel a growing provincial population.

Already, one out of every four British Columbians is an immigrant, and that ratio is expected to continue to rise. At a time when creativity is valued at an ever higher premium in the global economy, our creative and artistic talents give B.C. a competitive advantage over some other jurisdictions and represents a real opportunity for social and economic development.

B.C. is also home to the most physically active population in Canada, led by a network of community and provincial resources – organizations, governments, educational institutions, facilities, coaches, leaders, officials and volunteers – across the province. This network also supports British Columbia's strong tradition of sports excellence, not only in developing world-class athletes, but in positioning this province as a world-renowned destination for major sport events.

### **Putting Families First**

Through the 2010 Sports Legacy Fund and other Ministry resources, the Ministry continues to help make sport, art and cultural experiences affordable and accessible to families across B.C. through:

- community gaming grants in support of a diverse range of activities and events across the province;
- KidSport BC™ chapters which provide grants to families with limited financial means for their children to participate in organized sport;
- BC Arts Council programs which invest in 220 of B.C.'s communities;
- provincial support for sports and arts events; and
- regional training opportunities for provincial athletes to prepare and compete closer to home.

The Ministry works with local governments to ensure they have innovative tools. The Ministry also provides advice and support to local governments to make sustainable planning and land-use decisions to create vibrant sustainable communities and affordable housing for families. In addition, the Ministry works with local governments to enable them to provide the sustainable services and infrastructure needed to support job creation and make communities great places for families to flourish.

### **Building on Sport Event Hosting Successes**

The 2010 Olympic and Paralympic Winter Games brought unprecedented attention and resources to sport across B.C. – leaving legacies, such as new facilities and equipment, international exposure, trained volunteers and new standards of athletic excellence at every level. The 2010 Sports Legacy Fund and Ministry funding build on the momentum – supporting activities, such as after-school sport

programs, coach and sports official development, Team BC and national athlete training and sport event hosting in communities across B.C.

One of the upcoming major sport hosting events, the 2015 Canada Winter Games, will take place in Prince George. Similar to the 2010 Olympic and Paralympic Winter Games, the Ministry and the northern sport sector will take advantage of the momentum generated by hosting efforts to increase sport, community and economic development opportunities in northern B.C. The 2015 Winter Games is expected to generate more than \$100 million in economic activity – creating jobs not only for Games preparation and operation, but also in the region’s hospitality and tourism industries.

### **Climate Change Mitigation and Adaptation**

The Ministry continues to work with local government partners to help them create complete, compact, vibrant and energy efficient communities that provide a wide range of quality services and amenities, affordable housing and green space where families and businesses can flourish.

To support local governments in achieving these goals, the Ministry works to ensure they have the right tools and resources to sustainably plan for and develop their communities to meet social, economic and environmental needs. The Ministry also works with local governments to help them reduce greenhouse gas (GHG) emissions and move forward on the *British Columbia Climate Action Charter* commitments. Supporting local governments to understand the impacts of climate change on operations and service delivery, and how to take action to adapt is also key to creating sustainable communities. These communities will be more resilient in the face of severe, weather-related events, such as wildfires, droughts, flooding, high winds and sea-level rise.

## Goals, Objectives, Strategies and Performance Measures

This Service Plan outlines the Ministry's goals for the 2012/13 to 2014/15 fiscal years, and the strategies the Ministry intends to pursue to achieve them. The Ministry's goals are:

- Goal 1: Communities and regions are empowered to achieve their visions for the future and their economic potential.
- Goal 2: Communities are equipped with innovative tools to create vibrant, sustainable communities where families can flourish.
- Goal 3: Culturally-rich communities and a creative economy that, together, foster sustainable jobs, economic growth, and a vibrant social fabric.
- Goal 4: A robust provincial sport sector that supports increased participation and athletic achievement.

### **Goal 1: Communities and regions are empowered to achieve their visions for the future and their economic potential**

#### **Objective 1.1: Community governance is open, flexible, and effective**

##### **Strategies**

- Provide a modern and empowering policy, legislative and regulatory framework to meet local government and citizen needs – including taking steps to implement the recommendations of the Local Government Elections Task Force, and to establish the Office of the Auditor General for Local Government.
- Facilitate local government partnerships to open up local government data to enhance transparency and citizen engagement.
- Encourage local governments to build citizen capacity and engagement in local decision-making, providing advice and problem solving on governance matters. Some examples include: meeting rules and electors' approval, and participating in education sessions with partner organizations such as UBCM, Local Government Management Association and Local Government Leadership Academy.



*Vernon B.C., clock tower.*

- Support the growth and development of local communities and their economies by assisting them with timely and effective incorporations, amalgamations, boundary extensions and restructuring.
- Give communities the tools they need, and encourage use of the tools they have, such as permissive tax exemptions to build their communities sustainably.

**Objective 1.2: Local governments have the capacity to meet the service needs of their residents**



*Houston B.C., Spirit Square*

**Strategies**

- Provide the necessary tools and resources to enable local governments to maintain the human and fiscal capacity needed for self-government, including an efficient and well-functioning property assessment system.
- Administer [Small Community and Regional District Grants](#) to deliver funding to local governments in a timely way to enhance their capacity to provide services to residents.
- Provide locally appropriate infrastructure funding and planning support through a range of Ministry [programs](#) to provide services to residents and create the conditions needed for economic growth.
- Provide targeted funding for policing, crime prevention and community safety by returning net [traffic fine revenues](#) to local governments.
- Support local governments in making effective service provision choices, by encouraging region-wide and sub-regional services where they make sense, and advising on the variety of ways local services can be delivered.
- Continue to work with local governments to assist in building respectful relationships with First Nations through supporting the Community to Community Forum Program and encouraging the development of service agreements.

**Performance Measure 1: Number of municipalities collecting at least 90 per cent of their current year taxes**

Performance Measure	2011/12 Forecast	2012/13 Target	2013/14 Target	2014/15 Target
Number of municipalities collecting at least 90 per cent of their current year taxes	144	146	146	148

**Data Source:** Local governments provide the Ministry with their financial data at the end of their fiscal year. The Ministry's reporting requirements are comprehensive and the data received is highly accurate. In 2010/11, B.C. had 161 municipalities.

**Discussion**

Property taxes constitute the majority of municipalities' annual revenues and are therefore key in enabling municipalities to provide key services to their residents. By monitoring the number of municipalities that may be unable to collect at least 90 per cent of their current year taxes, the Ministry is able to identify those communities that may need support in assessing their financial capacity and addressing challenges.

**Objective 1.3 Communities and regions are playing their role in growing their economies**

**Strategies**

- Engage local governments in the *Canada Starts Here: The BC Jobs Plan* by working with communities and regions to identify opportunities and barriers to economic development, and build capacity for local governments to be 'investment ready'.
- Work with the UBCM, local governments and the business sector to ensure property tax on industrial and business properties promotes competitiveness and investment while maintaining local government capacity.
- Facilitate the initiation and adoption of [Regional Growth Strategies](#) including policies and implementation actions to support economic development, affordable housing and sustainable land-use through partnerships with local governments and other parties.
- Promote the harmonization of regulatory requirements across B.C. communities and regions to reduce the regulatory burden on citizens and businesses.
- Encourage strong fiscal and asset management practices to support the development of sustainable infrastructure and amenities and to accelerate economic development for communities.
- Collaborate with government ministries and agencies to support public investments in community public health and liveability through sound administration practices for key infrastructure programs.

## Goal 2: Communities are equipped with innovative tools to create vibrant, sustainable communities where families can flourish

### Objective 2.1: Local governments and communities meet their needs for water quality and quantity while supporting job creation

#### Strategies

- Provide targeted funding to local governments to help them achieve provincial [drinking water objectives](#).
- Provide tools and resources to local governments to assist them in conserving and protecting water resources.
- Facilitate implementation of local government efforts to use liquid and solid waste as a resource and maximize the recovery value from these resources.
- Work with the Ministry of Health to ensure the application of drinking water quality standards supports the use of best, lowest life-cycle cost approaches to the provision of safe drinking water.<sup>2</sup>

### Performance Measure 2: Percentage of British Columbians served by drinking water systems that receive provincial funding to meet emerging treatment standards for the protection of drinking water quality

Performance Measure	2011/12 Forecast	2012/13 Target	2013/14 Target	2014/15 Target
Percentage of British Columbians served by drinking water systems that receive provincial funding to meet emerging treatment standards for the protection of drinking water quality <sup>3</sup>	35.9%	36.4%	57.6%	59.3%

**Data Source:** Contractual requirements between the Province and grant recipients include quarterly progress reports, tied to claim payments.

<sup>3</sup> This measure estimates the percentage of the provincial population served by systems meeting emerging standards. The Ministry does not collect data relating to private systems, populations being served by groundwater, or those served by public systems not receiving Ministry funding.

<sup>2</sup> Life-cycle costing is an internationally accepted approach whereby assets such as drinking water, wastewater, and storm water infrastructure are assessed over their entire lifetime rather than just on their initial capital costs. This approach can significantly strengthen fiscal performance, as well as contribute to wide-ranging environmental and social benefits.

## Discussion

The majority of British Columbians are served by public drinking water systems that already meet or exceed regulatory requirements for drinking water quality. However, some regional health authorities are encouraging service providers to meet even higher water treatment standards in order to achieve increased certainty about our drinking water quality. These higher standards require the dual treatment of drinking water through disinfection and filtration (rather than disinfection alone), thus creating a second barrier of protection against the transmission of pathogens.



*A Ministry-funded water treatment plant in Salmon Arm, B.C.*

Meeting these higher standards sometimes requires that local governments upgrade their existing water treatment facilities or construct new ones. The Ministry provides funding for new and improved water and wastewater treatment facilities, as well as for other water quality and quantity projects, through a number of programs, such as the *Building Canada Fund – Communities Component*.

## **Objective 2.2: Local governments work together to be innovative and collaborative in how they deliver services to their residents**

### Strategies

- Ensure funding program criteria encourages regional innovation and integration in the development and implementation of sustainable local government infrastructure projects.
- Provide tools and resources to local governments to support the best management practices, such as asset management through [Asset Management BC](#), that promote sustainability, and address regional infrastructure challenges while providing services required in their community.
- Support local governments to accelerate sustainable land-use management practices through the establishment of innovative planning bylaws and the implementation of collaborative partnerships.
- Provide the latest climate action news, best practices and advice through the [BC Climate Action Toolkit](#), to support B.C. local governments' efforts to reduce greenhouse gas emissions.
- Work with local governments so they have the tools to make land-use decisions that consider broader implications and linkages between areas such as growth and water use, and energy conservation.
- Assist local governments in building capacity to maintain effective and resilient service partnerships to meet the changing needs of communities, and provide tools to assist local governments in resolving differences.

**Objective 2.3: Local governments take action to create vibrant, energy efficient communities with affordable housing for families**

**Strategies**

- Develop and provide guidance, advice and tools to assist local governments in moving forward on meeting their commitments under the *British Columbia Climate Action Charter* and to create compact, energy-efficient communities.
- Continue to work with partners to develop tools, best practices and advice to help local governments reduce emissions, adapt to climate change and enhance overall sustainability.



*Dawson Creek, B.C.*

- Collaborate with local governments to develop effective approaches and policies to increase the supply of affordable entry-level market housing, particularly around transit corridors, to support compact and complete development.
- Revise and update ministry infrastructure funding programs, as appropriate, to ensure they prioritize those local government projects that deliver environmental, economic and/or social benefits, such as reducing greenhouse gas emissions, improving water and air quality, conserving energy or using alternative energy sources.
- In partnership with the Federal Government and the UBCM, continue implementation of the [Federal Gas Tax Transfer Fund](#), which provides funding for local government infrastructure and planning supporting cleaner air, water and reduced greenhouse gas emissions.
- Ensure that the local government legislative and regulatory framework provides the right mix of tools and authority for local governments to build environmentally, socially and economically sustainable communities through ongoing review of the framework.

**Performance Measure 3: Percentage of local governments taking action to reduce corporate and community-wide GHG emissions**

Performance Measure	2011/12 Forecast	2012/13 Target	2013/14 Target	2014/15 Target
Percentage of local governments taking action to reduce corporate and community-wide GHG emissions	91%	92%	93%	95%

**Data Source:** Local governments' annual Climate Action Revenue Incentive Program reports

### Discussion

Actions taken by local governments to reduce their corporate and community-wide GHG emissions are key to creating vibrant, sustainable communities. Actions include: retrofitting civic buildings to be more energy efficient; increasing transit availability; providing more bike paths and green space; increasing residential density; and encouraging smaller-lot, energy-efficient affordable housing options. All of these actions combine to make communities more attractive to investors and make them vibrant places for people to live, work and raise a family.

## Goal 3: Culturally-rich communities and a creative economy that, together, foster sustainable jobs, economic growth, and a vibrant social fabric

### Objective 3.1: British Columbia has dynamic and sustainable creative industries

#### Strategies

- In partnership with other ministries, work to build new opportunities for B.C.'s screen-based content and services in growing markets such as Asia.
- Showcase B.C.'s locations, skilled labour, industry capabilities and infrastructure to international and domestic producers through the [BC Film Commission](#), and deliver high-quality, customer-centred production services and support to expand the level of motion picture production activity in the province.
- Provide a range of innovative programs, including effective tax credit certification, to support the development of B.C.'s production industry and the growth of B.C.'s domestic production sector.
- Work in conjunction with the film, television and interactive media sector to develop new approaches to promote and support B.C.'s screen-based content producers.

- Partner and work with all levels of government and the creative and innovation-based sectors to expand the opportunities for value-added economic activities in B.C.
- Through the [BC Arts Council](#), continue to fund not-for-profit cultural organizations that span the breadth of the creative sector - from music, visual arts, media arts and literature to theatre and dance.

#### **Performance Measure 4: Value of annual motion picture production expenditures in British Columbia**

Performance Measure	2011/12 Forecast	2012/13 Target	2013/14 Target	2014/15 Target
Value of annual motion picture production expenditures in British Columbia	\$1.0 billion	\$1.0 billion	\$1.1 billion	\$1.1 billion

**Data Source:** British Columbia Film Commission; data is based on calendar years (i.e., 2011/12 forecast is for 2011).

#### **Discussion**

This measure demonstrates the B.C. film production industry's contribution to the economy. British Columbia continues to maintain its position as a world-class centre for motion picture production. [BC Film Commission](#) estimates show that motion picture production expenditures contributed over \$1 billion to the provincial economy in 2010. The industry creates local jobs and brings substantial revenues to all communities in B.C.

#### **Objective 3.2: Local partnerships with public, private, and not-for-profit sector organizations to foster creative people, places, and experiences**

#### **Strategies**

- Raise awareness within B.C. of the importance of a creative environment to support innovation and economic growth.
- Foster artistic excellence through investments in individual artists and grants to cultural organizations.
- Strengthen community engagement in the arts by funding community-based arts and helping to build relationships between artists and their communities.

#### ***The BC Arts Council***

The BC Arts Council is an independent agency with a mandate to support arts and culture in the province. To do this, the Council funds professional artists, cultural organizations, and community initiatives; offers training and scholarships; and acts as an advocate for the arts in B.C. Read more about the Council on its [website](#).

- Support the unique role of Aboriginal artists and communities in B.C.'s artistic and cultural life by investing in Aboriginal artists and cultural organizations.
- Build capacity for creative economic activities through improved public awareness; training; support for artists, creators and creative organizations; and professional expertise.
- Implement changes to the allocation of community gaming grants including increased funding; expanded eligibility to environmental, animal welfare, and adult arts and sports groups; and exploration of a multi-year funding program supporting a more streamlined application process and greater certainty for charities and not-for-profit groups.



*North Vancouver Community Arts Council  
CityScape Community Art Space: Art Rental Show  
Photo by Jo Dunlop*

**Performance Measure 5: Percentage of B.C.'s major cultural organizations that maintain or improve their net financial position vs. the previous year**

Performance Measure	2011/12 Forecast	2012/13 Target	2013/14 Target	2014/15 Target
Percentage of B.C.'s major cultural organizations that maintain or improve their net financial position vs. the previous year	64%	64%	64%	64%

**Data Source:** BC Arts Council Annual Report.

### Discussion

This measure is an indicator of the health of the sector as a whole and reflects the financial stability of arts and cultural organizations in the province. Each year, 25 major cultural organizations are reviewed. The net financial position of each organization is compared to the previous year's net financial position, and the percentage that have maintained or improved their position is calculated on that basis. For example, if only five of the 25 cultural organizations maintained or improved their financial position, the performance measure would be 20 per cent. The target of 65 per cent reflects a desire to see stability and resilience in the sector.

**Performance Measure 6: Geographic Reach of BC Arts Council Funding**

Performance Measure	2011/12 Forecast	2012/13 Target	2013/14 Target	2014/15 Target
Number of communities and regional districts (RDs) where cultural and artistic activities are supported with BC Arts Council funding. <sup>1</sup>	more than 200 communities; 27 RDs	more than 200 communities; 27 RDs	more than 200 communities; 27 RDs	more than 200 communities; 27 RDs

Data Source: BC Arts Council.

<sup>1</sup> For the purpose of this measure, communities are defined as municipalities and unincorporated settlements.

**Discussion**

The BC Arts Council's mandate is to engage all British Columbians in a healthy arts and cultural community that is recognized for excellence. This measure indicates the degree of the Council's success in being inclusive of all British Columbians, regardless of where in our vast province they happen to live. The Council already funds activities in virtually every community in the province, as well as in all of its 27 regional districts, and aims to extend this excellent record into the future.



*A festival in Cranbrook, B.C.*

**Goal 4: A robust provincial sport sector that supports increased participation and athletic achievement**

**Objective 4.1: Create more opportunities for individuals to participate in sport in order to be more physically active, healthier and achieve their personal goals**

**Strategies**

- Reduce barriers to participation and sport excellence through support for initiatives that reduce costs to participants and their families, e.g. KidSport BC™, Sport on the Move, and Canadian Sport Centre Pacific Regional Centre programs, making sport more affordable and accessible.
- Improve health and education outcomes for children, bringing together various interests to further support the increased physical activity of children through school-based sport and community sport.

- Build on the strength of Aboriginal communities by investing in the Aboriginal Sport, Recreation and Physical Activity Partners Council's Regional Action Plans.
- Promote opportunities for British Columbians to participate and achieve personal goals in organized sport by supporting organizations, programs and services, such as provincial and multi-sport organizations (e.g., BC Amateur Hockey Association, Sport BC, and BC Wheelchair Sports Association).
- Increase coach and leadership development opportunities and support organizations and programs that ensure safe positive experiences and skill development in sport.

## Objective 4.2: Create more opportunities for athletes to achieve excellence in sport to inspire greater participation in their home communities

### Strategies

- Support B.C.'s elite athletes at all levels in their pursuit of excellence, such as through the BC Summer and Winter Games, Team BC, and Canadian Sport Centre Pacific.
- Help B.C. athletes excel by supporting organizations that provide additional support to athletes at various points in their development (e.g., provincial and regional coaches, sport science experts) as they progress to more advanced levels of competition.
- Support Team BC's participation at Canada Games and Western Canada Summer Games through funding to provincial sport organizations, training mission staff, and overseeing program logistics.



Kayak Races in Enderby, B.C.

## Performance Measure 7: Percentage of B.C. athletes on national teams

Performance Measure	2011/12 Actual	2012/13 Target	2013/14 Target	2014/15 Target
Percentage of B.C. athletes on national teams. <sup>1</sup>	32%	greater than 25%	greater than 25%	greater than 25%

Data Source: Canadian Sport Centre Pacific.

<sup>1</sup> National teams are defined as ones that represent Canada at Olympic, Paralympic and Commonwealth Games. B.C. athletes on national teams typically represent more than B.C.'s per capita (13%) share of Canada's population. Sports included in the measure are those that have been targeted for enhanced performance support funding (19 sports in 2011/12). Other indicators related to this measure that will be monitored are the number of BC Games and Team BC athletes on national teams; medals won at Games and world championships, Team BC performance at Canada, Western Summer Canada, and North American Indigenous Games, as well as the number of coaches and athletes benefitting from the Integrated Performance System.

## Discussion

Individual excellence often inspires the same in others. Canadians' and British Columbians' success in ski and snowboard cross at the 2010 Olympic and Paralympic Winter Games inspired new growth in ski clubs. As the world turns its attention to the 2012 Olympic and Paralympic Summer Games in London, British Columbians will be following athletes, such as Victoria's triathlete Simon Whitfield, and Nanaimo's wheelchair athlete, Michelle Stilwell – multi-medallists who have inspired physical activity, growth in their sport and set standards for excellence. How our athletes do on the international and national stage is also a strong indication of the overall health of the sport system – measuring the strength of B.C.'s community facilities, events, coaches, organizations, officials, technical expertise, volunteers and other key “ingredients” of success.

This measure demonstrates the Ministry's efforts to support sports excellence. The Ministry supports high-performance athletes through funding for coaching, sport medicine and science professionals events and training opportunities. The focus leading up to the 2015 Canada Winter Games in Prince George will be to put more northern athletes on Team BC and to strive for the best ever medal results at the 2015 Games.



*BC Games Society & Kevin Bogatto*

## **Objective 4.3: Support sport, economic and community development through major events**

### **Strategies**

- Promote B.C. as a sporting event destination through initiatives such as [www.hostingbc.ca](http://www.hostingbc.ca) – to showcase B.C.'s communities, facilities, amenities and expertise in hosting major events.
- Invest in major hosting and preparation opportunities, such as the BC Games, 2014 Special Olympics, Canada Summer Games and 2015 Canada Winter Games.
- Align hosting opportunities with B.C.'s sport, economic and community development objectives – particularly in respect to bringing tourism dollars to host communities, developing event-hosting supplier and hospitality industries and strengthening job opportunities and volunteer skills and expertise in communities across B.C.

# Resource Summary

Core Business Area	2011/12 Restated Estimates <sup>1</sup>	2012/13 Estimates	2013/14 Plan	2014/15 Plan
<b>Operating Expenses (\$000)</b>				
Local Government <sup>2</sup>	201,389	257,540	118,340	157,940
Integrated Policy, Legislation and Operations	1,849	2,811	2,811	2,811
BC Film Commission	862	947	947	947
Arts, Culture and Sport <sup>3</sup>	20,956	20,897	20,897	20,897
Transfers to Crown Corporations and Agencies	12,166	12,166	12,166	12,166
Minister's Office	564	580	580	580
Executive and Support Services	5,479	5,324	5,324	5,324
<b>Ministry Total</b>	<b>243,265</b>	<b>300,265</b>	<b>161,065</b>	<b>200,665</b>
<b>Special Accounts</b>				
BC Arts and Culture Endowment Special Account	2,500	2,500	2,500	2,500
Physical Fitness and Amateur Sport Fund Special Account	1,700	1,700	1,700	1,700
University Endowment Lands Administration Account Special Account	6,442	6,442	6,442	6,442
<b>Operating Expenses</b>	<b>253,907</b>	<b>310,907</b>	<b>171,707</b>	<b>211,307</b>
<b>Capital Expenditures (Consolidated Revenue Fund) (\$000)</b>				
Executive and Support Services	832	884	1,061	2
<b>Total Capital Expenditures</b>	<b>832</b>	<b>884</b>	<b>1,061</b>	<b>2</b>

<sup>1</sup> For comparative purposes, amounts shown for 2011/12 have been restated to be consistent with the presentation of the 2012/13 Estimates. All amounts exclude any approved access to Contingencies.

<sup>2</sup> Local Government includes University Endowment Lands (UEL), Assessment Services and Assessment Policy Support.

<sup>3</sup> Arts, Culture and Sports includes \$135m for community gaming grants and \$135m of offsetting recoveries.

# Appendix A

## Ministry Contact Information

### MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT

P.O. Box 9490, Stn. Prov. Govt.  
Victoria, BC V8W 9N7  
<http://www.gov.bc.ca/cscd/>

#### Minister's Office

Honourable Ida Chong  
P.O. Box 9056 Stn. Prov. Govt.  
Victoria, BC V8W 9E2  
Telephone: (250) 387-2283  
Fax: (250) 387-4312

#### Deputy Minister's Office

Don Fast  
Deputy Minister  
Telephone: (250) 387-4104  
Fax: (250) 387-7973

### INTEGRATED POLICY, LEGISLATION & OPERATIONS DIVISION

PO Box 9847, Stn. Prov. Govt.  
Victoria, BC V8W 9T2  
Telephone: (250) 387-4042  
Fax: (250) 387-7973

#### Integrated Policy Branch

PO Box 9847, Stn. Prov. Govt.  
Victoria, BC V8W 9T2  
Telephone: (250) 356-0954  
Fax: (250) 387-6212

#### Integrated Legislation Branch

PO Box 9847, Stn. Prov. Govt.  
Victoria, BC V8W 9T2  
Telephone: (250) 356-0954  
Fax: (250) 387-6212

**Integrated Operations Branch**

PO Box 9836 Stn. Prov. Govt.  
Victoria, BC V8W 9T1  
Telephone: (250) 356-9993  
Fax: (250) 356-5538

**Correspondence Services**

PO Box 9810, Stn. Prov. Govt.  
Victoria, BC V8W 9N7  
Telephone: (250) 387-9194  
Fax: (250) 953-3709

**LOCAL GOVERNMENT DIVISION**

<http://www.cscd.gov.bc.ca/lgd/>

**Governance and Structure Branch**

P.O. Box 9839, Stn. Prov. Govt.  
Victoria, BC V8W 9T1  
Telephone: (250) 387-4022  
Fax: (250) 387-7972

**Infrastructure and Finance Branch**

P.O. Box 9838, Stn. Prov. Govt.  
Victoria, BC V8W 9T1  
Telephone: (250) 387-4060  
Fax: (250) 356-1873

**Intergovernmental Relations and Planning Branch**

P.O. Box 9841 Stn. Prov. Govt.  
Victoria, BC V8W 9T2  
Telephone: (250) 387-4037  
Fax: (250) 387-8720

**University Endowment Lands**

5495 Chancellor Blvd.  
Vancouver, BC V6T 1E2  
Telephone: (604) 660-1808  
Fax: (604) 660-1874

**PROPERTY ASSESSMENT SERVICES**

P.O. Box 9361, Stn. Prov. Govt.  
Victoria, BC V8W 9M2  
Telephone: (250) 387-1195  
Fax: (250) 356-6924

**Property Assessment Review Panels (PARP)**

Property Assessment Complaint and Appeal Information Line  
Toll free telephone: 1-877-356-9313

**Property Assessment Review Panel**

**Office of the Administrator**

P.O. Box 9361, Stn. Prov. Govt.  
Victoria, BC V8W 9M2  
Telephone: (250) 356-7535 or (250) 356-5268  
Fax: (250) 356-6924  
Email: [parp@gov.bc.ca](mailto:parp@gov.bc.ca)

**ARTS, CULTURE AND SPORT DIVISION**

**Arts and Culture Branch**

PO Box 9819, Stn. Prov. Govt.  
Victoria, BC V8W 9W3  
Telephone: (250) 952-6510  
Fax: (250) 387-4099

**BC Arts Council**

P.O. Box 9819, Stn. Prov. Govt.  
Victoria, BC V8W 9W3  
Telephone: (250) 952-6510  
Fax: (250) 387-4099

**BC Film Commission**

201 - 865 Hornby Street  
Vancouver, BC V6Z 2G3  
Telephone: (604) 660-2732  
Fax: (604) 660-4709

**Sport Branch**

P.O. Box 9820, Stn. Prov. Govt.  
Victoria, BC V8W 9W3  
Telephone: (250) 356-9005  
Fax: (250) 387-8720