

Ministry of Justice
Premier's Office Transition Materials
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Tab 1

MINISTRY PROFILE

Ministry of Justice

Mandate

The Ministry of Justice and the Ministry of Public Safety and Solicitor General work together to administer justice, deliver public safety services and programs, and provide legal services to government.

The Attorney General is the law officer for the Crown in British Columbia and has a legal duty to see that public affairs are administered in accordance with the law.

The Ministry of Justice is responsible for legal services in two separate and distinct areas – the independent prosecution of criminal matters and the provision of legal services to government.

Prosecutions are conducted by Crown counsel who, following an investigation by police or other investigative agencies, independently considers whether there is substantial likelihood of a conviction based on the available evidence, and whether the public interest requires a prosecution.

The Ministry provides civil legal services to Cabinet, ministries and certain public agencies to assist them in fulfilling their business objectives in accordance with the rule of law.

The Ministry leads criminal, civil, family and administrative justice transformation to promote timely and better solutions to legal problems, making the justice system more effective.

The Ministry provides and funds justice services that enable disputes to be settled out of court. In consultation with the Legal Services Society, it manages the provincial funding of legal aid. The Family Maintenance Enforcement Program assists in the collection of child and spousal support that must be paid under maintenance orders and agreements that are filed with the program.

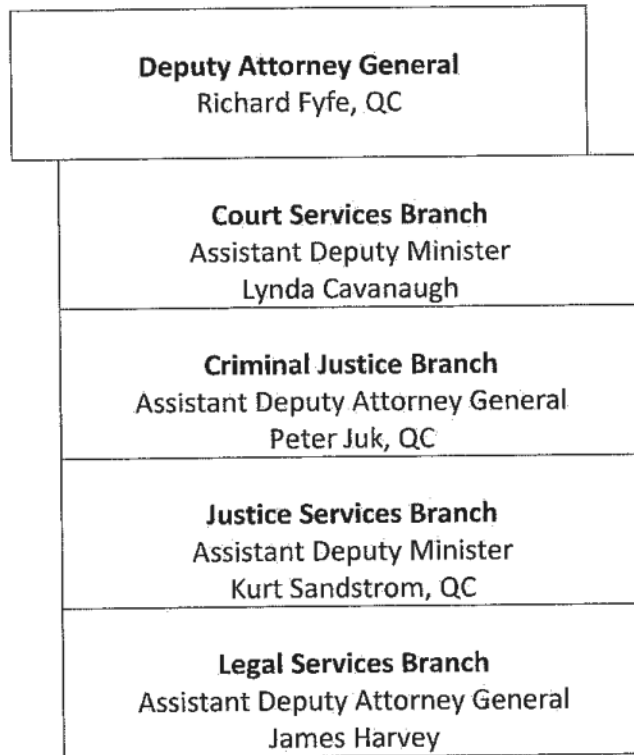
The Ministry provides court services, such as registry services and security, to British Columbia courts: The British Columbia Court of Appeal, the British Columbia Supreme Court and the Provincial Court of British Columbia.

The Ministry is also responsible for the province's human rights system, and a number of agencies, boards, commissions and other tribunals.

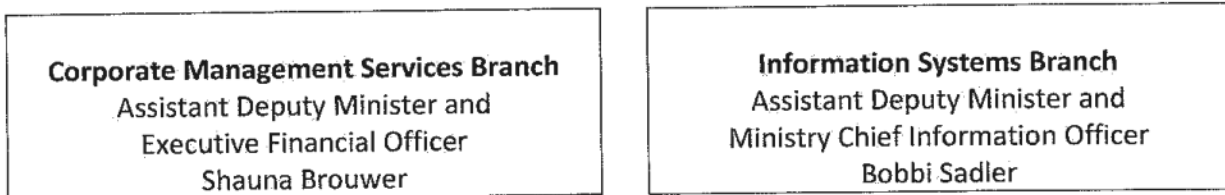
Budget 2017/18	(millions)
Operating Budget:	\$514.551
Capital Budget:	\$5.061

Full Time Equivalents
3,779

Executive Organizational Chart



Ministry Support Services



Tab 2

EXECUTIVE MEMBER BIOGRAPHY

RICHARD J. M. FYFE, Q.C.
Deputy Attorney General and
Deputy Minister

Ministry of Justice



Richard Fyfe is the Deputy Attorney General for the Ministry of Justice. He has been a practicing lawyer in British Columbia since 1986.

In addition to a law degree from the University of Alberta, Richard has received a Bachelor of Commerce degree from the University of British Columbia and a Master of Business Administration from the University of Victoria.

Before joining the Ministry of the Attorney General in 1990 he had a successful banking, commercial and real estate practice with a large Canadian law firm in Vancouver, acting for both local and international clients.

Within the Ministry of Justice, he has experience both as the head of the Aboriginal Litigation and Research practice group and the Finance, Commercial and Transportation practice group. Richard was the Assistant Deputy Attorney General of the Legal Services Branch from December, 2007 to June, 2012.

Richard has worked with the Ministry of Transportation on a number of successful initiatives, including the first transportation design/build projects in British Columbia, the successful restoration of the Lions Gate Bridge, the Sea-to-Sky Highway Improvement Project which has received awards from both the Canadian Council on Public Private Partnerships (Gold Medal Project) and the UK Public Private Finance Awards (Best Global Project to reach financial close), the Canada Line, and the Gateway Program (Pitt River Bridge, Port Mann Highway 1 and South Fraser Perimeter Road).

Appointed Queen's Counsel in 2009, Richard is a recipient of the Premier's Award for Leadership (2005/2006) and the University of Victoria, Gustavson School of Business Distinguished Alumnus Award (2016).

He has been involved in both the National and BC Access to Justice Committees, and has taught courses at both Royal Roads and the University of Victoria Law School.

EXECUTIVE MEMBER BIOGRAPHY

SHAUNA BROUWER
Assistant Deputy Minister and
Executive Financial Officer

Corporate Management Services Branch
Ministry of Justice



Shauna Brouwer was appointed as the Assistant Deputy Minister and Executive Financial Officer, Corporate Management Services Branch in August 2015. In this capacity she provides corporate services to the Ministry of Justice and the Ministry of Public Safety and Solicitor General and, via the Financial Administration Act, has delegated authority and accountability for the performance and effectiveness of both ministries' financial management systems. This position also serves as the strategic link between both ministries and the BC government's central and shared services agencies.

First appointed to the Assistant Deputy Minister role in 2005, Shauna has more than 25 years of public sector leadership experience working in complex financial environments. She began her career in the Office of the BC Auditor General in 1990, and since that time has held positions that have allowed her to gain an understanding of a wide variety of financial functions. These include Senior Financial Officer and Executive Director of Operations. In addition, she has had the opportunity to work with senior leaders not only across government, but also in organizations such as the BC Pavilion Corporation, Tourism BC, the Royal BC Museum and the Union of BC Municipalities.

As Assistant Deputy Minister, Shauna has been responsible for corporate management services for a number of ministries including Community, Sport and Cultural Development and Jobs, Tourism and Innovation. Before assuming her current position, she served the Natural Resource Sector as Assistant Deputy Minister Corporate Services and Executive Financial Officer for the Ministries of Aboriginal Relations and Reconciliation, Agriculture, Energy and Mines, Environment and Natural Gas Development.

Shauna has a Bachelor of Arts from the University of Victoria and a Master of Business Administration from Loma Linda University in Southern California. s.22

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EXECUTIVE MEMBER BIOGRAPHY

LYNDA CAVANAUGH
Assistant Deputy Minister

Court Services Branch
Ministry of Justice



Lynda Cavanaugh was appointed Assistant Deputy Minister of Court Services Branch with the Ministry of Justice on June 1, 2015 and fulfills the roles of Chief Court Administrator and Director of Sheriffs. With more than 1,300 staff, Lynda is responsible for the operation of 89 permanent court locations around the province.

Key aspects of the position include providing strategic and operational leadership regarding all matters of court administration, court security and the harmonization of court and judicial administration processes to support an effective justice system. Reporting to the Deputy Attorney General, the position has statutory authority through the Court Administration Act and the Sheriffs Act. The Assistant Deputy Minister of Court Services is also the Director of Sheriffs for the province.

Previously, Lynda worked with the Ministry of Justice as the Assistant Deputy Minister of Community Safety and Crime Prevention Branch. During her time there she led teams responsible for victim services, violence against women programs, responding to human trafficking, supporting restorative justice and crime prevention initiatives, and the Civil Forfeiture Office. She has also spent much of her career with the Ministry of Social Development and Social Innovation, where she held many positions that took her to communities all across the province. She has lived in Vancouver since 2005 and was an Executive Director in both the Fraser and Vancouver Coastal Regions. In these roles, she led a number of initiatives including working to improve coordination and integration of services to the chronically homeless population, many of whom are mentally ill and challenged with addictions.

Lynda is the recipient of three Premier's Awards for Innovation and Excellence, including the provincial Leadership award in 2009, for taking action to significantly improve service to income assistance recipients in the Downtown Eastside of Vancouver, which also resulted in dramatically improved staff engagement. She holds certificates from the Queen's University School of Business, Royal Roads University, and the Niagara Institute Executive Leadership Program. Lynda is appointed as a member of the Justice and Public Safety Council. She is also a member of the Justice Education Society and an associate member of the BC Association of Chiefs of Police.

EXECUTIVE MEMBER BIOGRAPHY

PETER JUK, Q.C.

Assistant Deputy Attorney General

Criminal Justice Branch

Ministry of Justice

Peter Juk, QC, was appointed Assistant Deputy Attorney General of the Criminal Justice Branch on March 15, 2017.

Peter brings a wealth of practical experience to the position. He first joined the Branch in 1992. Since then he has done extensive trial and appellate work, including major crime files. For most of the period from 1994 to 2003, he was in private practice, doing criminal, civil, and commercial litigation and arbitrations. He returned to the BC Public Service in 2003, first as legal counsel with the Legal Services Branch, then rejoining the BC Prosecution Service in 2005.

He was designated Queen's Counsel in 2010.

In April 2011, Peter became the Regional Crown Counsel for Vancouver Island - Powell River. In February 2013, Peter was made Director of Special Prosecutions and Appeals of the Crown Law Division.

Peter is well-respected as a barrister, an active contributor to legal education, and a person with sound leadership skills. Peter has a profound appreciation for the role of Crown Counsel, the values that guide Crown decision-making and the complexities of the work.

Peter has instructed for the University of British Columbia Law School, University of Victoria Law School, the Continuing Legal Education Society, the Professional Legal Training Course, and the Canadian Bar Association.

EXECUTIVE MEMBER BIOGRAPHY

BOBBI SADLER

**Assistant Deputy Minister and
Ministry Chief Information Officer**

**Information Systems Branch
Ministry of Justice**



As Assistant Deputy Minister and Chief Information Officer for the Information Systems Branch, Bobbi is responsible for the Justice and Public Safety Sector's vision and mandate for business transformation and technology. The Branch provides proficient and effective client support for information management and technology; maintains a stable, standardized and highly available application system environment; delivers implementation planning, design, and coordination services; ensures adherence to current information technology industry standards; and develops and provides quality assurance, change and risk management procedures, including Sector direction for information security and privacy. Recently, the Branch also assumed responsibility for the Sector's internal communications.

A key role for Bobbi is leading and co-chairing the Justice and Public Safety Sector's IM/IT Governance Committee. This committee sets the direction for the Sector's IM/IT strategy through planning, performance and service delivery. As well, this committee provides oversight on all IM/IT capital initiatives.

Bobbi leads a team of technology professionals that includes security and privacy specialists, enterprise architects, system engineers, database analysts and administrators, client portfolio specialists, strategic planners, and application support technicians.

During her 31 year career with the BC public service, Bobbi has successfully managed several large corporate initiatives, including the design and procurement of a case management business solution for the social sector ministries. She has a proven track record in delivering business transformation initiatives and is committed to outstanding customer service.

Bobbi's expertise and leadership skills are well respected across government, and is reflected in the many cross-government committees that she participates in on a regular basis.

In addition to extensive information systems educational programs, Bobbi has earned certificates from the University of Victoria and Camosun College.

EXECUTIVE MEMBER BIOGRAPHY

KURT SANDSTROM, Q.C.
Assistant Deputy Minister

Justice Services Branch
Ministry of Justice



Kurt Sandstrom was appointed Assistant Deputy Minister, Justice Services Branch (JSB) in June 2016. Four guiding principles influence Kurt's work and life: respect and compassion ("really, really important"); innovation ("not change for the sake of changing, but moving towards the next, better state"); collaboration; and improvement (of himself and the workplace). These principles are particularly applicable to the work of JSB where, as Assistant Deputy Minister, Kurt drives a number of innovation activities which support the Branch's transformational agenda, including the Civil Resolution Tribunal and Tribunal Transformation. His years of experience collaborating and leading justice system stakeholders toward transformation are a vital asset in moving forward the work of the Branch, the ministry and the Justice and Public Safety Council.

Kurt began his career with the BC Public Service in February 2014, as Assistant Deputy Attorney General of the Legal Services Branch. Kurt worked collaboratively with colleagues in government and earned the trust in the Legal Services Branch to provide excellent legal and legislative services. Through the Legal Operations Optimization Project, he laid the groundwork for empowered change in the Branch, with staff being heavily involved in that change.

Prior to coming to BC, Kurt worked with the Alberta Government as the Assistant Deputy Minister of Legal Services, and before that, Assistant Deputy Minister of Safe Communities – a Premier-led initiative designed to make Alberta communities more safe and secure for citizens. Kurt led this cross-ministry initiative with nine partnering ministries designed to innovate and transform the justice system.

Before Kurt began his career in Alberta, he articulated to the Saskatchewan Court of Appeal and was with a private law firm practising criminal, family and civil litigation in Saskatoon. Kurt also taught Constitutional Law and History, and Constitutional Litigation at the University of Alberta, Faculty of Law. He was appointed Queen's Counsel on January 31, 2010.

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EXECUTIVE MEMBER BIOGRAPHY

JAMES HARVEY

Assistant Deputy Attorney General

Legal Services Branch

Ministry of Justice



James was appointed as the Assistant Deputy Attorney General, Legal Services Branch in August 2016.

He began his career in private practice in the United Kingdom in 1996, and moved into industry in London in 2001 as in-house counsel with BAA Plc, the world's largest airport operator, with a practice focused upon major infrastructure development. After relocating to British Columbia, James practiced for two and a half years with Pushor Mitchell LLP in Kelowna.

James joined the BC Public Service in 2007 and developed a busy commercial transactional practice engaged in delivering the Province's public private partnership (P3) program, including the Port Mann Highway 1 Project, the South Fraser Perimeter Road Project, the Evergreen Line Project and the George Massey Tunnel Replacement Project. In addition, James has been involved in many other P3 projects in an advisory capacity, including the Sierra Yoyo Desan Road Project, as well as a number of the Province's non-transportation, vertical infrastructure projects, including the Surrey Pre-Trial Services Centre Expansion Project, the Okanagan Correctional Centre and the Children's and Women's Hospital Redevelopment Project.

Proud to be part of Legal Services Branch and working with so many talented colleagues, James is committed to supporting the Branch as it grows and develops to meet new challenges and deliver and build upon the Branch's vision, mission, and values.

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Tab 3

CORPORATE MANAGEMENT SERVICES BRANCH

Assistant Deputy Minister and Executive Financial Officer Responsible: Shauna Brouwer

Core Program Area Description

Our Vision is to provide excellence in corporate services and partnering in the outcomes of the Justice and Public Safety Sector (the Ministry of Justice and the Ministry of Public Safety and Solicitor General).

Our Mission is to be a high performing consolidated corporate services organization supporting all the program areas of the Sector. We aim to be an embedded partner of each branch, supporting them in their programs. We assist the Sector with justice reform by providing integrated finance, strategic human resources, facilities and corporate security, safety and risk management support.

In its role, the Branch:

- Leads the preparation of budget submissions and financial reporting, and provides oversight, expert advice and progress reports to its clients on finances, strategic human resources, facilities (including Shared Services), and corporate risk, safety and security;
- Provides support through operations in our headquarters in Victoria as well as through regional teams located in Prince George, Kelowna, Kamloops, Nanaimo, Burnaby, Surrey, New Westminster, Port Coquitlam, Maple Ridge and Vancouver; and
- Is the lead strategic link between our partners and government's central agencies (Treasury Board Staff and Office of the Comptroller General, and Office of the Chief Information Officer) and shared services agencies.

Budget 2017/18 (millions)

Operating Budget: \$13.980

Capital Budget: \$14.808

[Note: Capital Budget is centralized to fund capital requirements for ongoing Sector operations.]

Full Time Equivalents

174

Related Legislation

None.

Organizational Chart

Assistant Deputy Minister / Executive Financial Officer Shauna Brouwer
Executive Director / Chief Financial Officer, Financial Planning and Accounting David Hoadley
Executive Director, Facilities Services Division Betty Chen-Mack
Executive Director, Organization Development Team Cheryl Hall
Executive Director, Client Services, Finance and Procurement Teri Lavine

COURT SERVICES BRANCH

Assistant Deputy Minister Responsible: Lynda Cavanaugh

Core Program Area Description

The Court Services Branch is responsible for the delivery of all court administration services in BC. The ultimate authority for provision of the courts is provided in the Constitution Act (1867), which sets out the jurisdictional powers for provinces and the federal government. Section 92.14 of the Act outlines provincial powers, granting sole authority to the provinces in several areas: "property and civil rights in the province, the administration of justice in the province, including the constitution, maintenance, and organization of provincial courts, both of civil and of criminal jurisdiction, and including procedure in civil matters in those courts."

In matters of court administration, facilities and registries, the Chief Administrator of Court Services, the Assistant Deputy Minister, receives direction from the Attorney General and, in matters of judicial administration, the Chief Judge of the Provincial Court, Chief Justice of the Supreme Court and the Chief Justice of the BC Court of Appeal provide direction as defined in statute.

The Branch is divided into two divisions with Headquarters providing corporate oversight and operational support. The Court Administration Division is responsible for case documentation and adjudication support for all matters going before the court, including case initiation and processing, fee collection, file and exhibit management, court clerking, court records and transcripts, interpreter services and the preparation and dissemination of court orders. The Sheriff Services Division is responsible for courtroom and courthouse security, prisoner custody and escort, document service, and jury administration.

Budget 2017/18	(millions)
Operating Budget	\$105.321
Capital Budget	\$ 0.000

Full Time Equivalents

1,289

Related Legislation

The British Columbia authorities for these functions are found in several pieces of legislation:

- Constitution Act
- Provincial Court Act
- Supreme Court Act
- Court of Appeal Act
- Small Claims Act
- Sheriff Act
- Jury Act

The Sheriffs' status as peace officers and their use of firearms are governed by the following Federal legislation:

- Firearms Act
- Criminal Code of Canada

Organizational Chart

Assistant Deputy Minister Linda Cavanaugh
Executive Director, Vancouver Island Region Stephanie Melvin
Executive Director, Fraser and Vancouver Coastal Region Angela Villella
Executive Director, Interior Region Curtis Clark
Acting Executive Director, North Region Marlo Waldie
Executive Director, Corporate Support Jenny Manton
Executive Director and Chief Sheriff, Sheriff Services Paul Corrado
Executive Director, Service Reform Bernard Achampong
Superintendent, Office of Professional Standards Al Rosa

CRIMINAL JUSTICE BRANCH

Assistant Deputy Attorney General Responsible: Peter Juk, QC

Core Program Area Description

The Criminal Justice Branch's mandate is defined by statute, the Crown Counsel Act. The mandate includes:

- Approving and conducting regulatory and criminal prosecutions and appeals;
- Providing criminal law advice to government;
- Developing policies and procedures on the administration of criminal justice in BC;
- Liaising with the media on prosecutions and appeals; and
- Any other functions or responsibilities assigned by the Attorney General.

The Branch is responsible for independently prosecuting all criminal and regulatory offences that fall within the jurisdiction of the provincial Prosecution Service. This includes all homicide, gang-related and organized crime files that involve violence. The Branch does not generally prosecute violation tickets, which are prosecuted by the issuing enforcement officers. At any given time, the Branch will typically have conduct of between 20,000 to 30,000 active prosecution files before the three levels of court in BC. Another 10,000 to 15,000 prosecutions may be in abeyance because of an outstanding bench warrant and subject to re-entering the system at any time. Conducting a prosecution involves managing the prosecution from charge assessment to verdict, sentencing and any ensuing appeals, with all of the steps in between. This includes bail; disclosure to the defence; victim notification; preparation for preliminary inquiries and trials; legal research; marshalling evidence (including witnesses); all pre-trial motions; crafting submissions; and presenting the case in court. The Branch has 40 staffed offices serving over 80 court locations across BC. The Office of the Assistant Deputy Attorney General is located in Victoria.

Since 2012, the Branch has been engaged in a robust strategic plan that champions justice reform. The plan is focused on building and maintaining system improvements in case management practices, including file ownership and disclosure; a new external communications strategy for public education and transparency purposes; data gathering and business intelligence; and active participation in cross-sector, collaborative reform initiatives.

Budget 2017/18	(millions)
Operating Budget	\$127.889
Capital Budget	\$ 0.000

Full Time Equivalents

829

Related Legislation

Crown Counsel Act

Criminal Code

Youth Criminal Justice Act

Provincial Offence Act

Provincial regulatory statutes, such as the Motor Vehicle Act and the Wildlife Act.

Organizational Chart

<p style="text-align: center;">Assistant Deputy Attorney General Peter Juk, QC</p>
<p style="text-align: center;">Acting Director, Business Operations Brian Anderson</p>
<p style="text-align: center;">Director, Policy and Justice Issues Richard de Boer</p>
<p style="text-align: center;">Acting Director, Strategic Planning Kirk Eaton</p>
<p style="text-align: center;">Communications Counsel, Dan McLaughlin</p>
<p style="text-align: center;">Executive Director, Crown Law Division Robert Wright, QC</p>
<p style="text-align: center;">Acting Director, Appeals and Special Prosecutions Trevor Shaw</p>
<p style="text-align: center;">Director, Prosecution Support Trevor Shaw</p>
<p style="text-align: center;">Regional Crown Counsel, Region 1 – Vancouver Island – Powell River John Labossiere</p>
<p style="text-align: center;">Regional Crown Counsel, Region 2 - Vancouver Shannon Halyk</p>
<p style="text-align: center;">Regional Crown Counsel, Region 3 – Fraser Andrew MacDonald</p>
<p style="text-align: center;">Regional Crown Counsel, Region 4 - Interior Wendy Kavanaugh</p>
<p style="text-align: center;">Regional Crown Counsel, Region 5 - North Sandy MacDonell</p>

INFORMATION SYSTEMS BRANCH

Assistant Deputy Minister and Ministry Chief Information Officer Responsible: Bobbi Sadler

Core Program Area Description

Information Systems Branch's vision is to provide effective, efficient, collaborative and quality information management and information technology (IM/IT) services to the Justice and Public Safety Sector and government enterprises.

The Branch provides efficient and effective client support for IM/IT by:

- Maintaining a stable, standardized and highly available application system environment;
- Delivering implementation planning and coordination services;
- Ensuring adherence to current information technology industry standards;
- Developing and providing quality assurance, change and risk management procedures;
- Maturing policies and procedures regarding sector information security and information privacy; and
- Acting as the liaison with government's central agencies and the Office of the Chief Information Officer to facilitate certain services and provide strategic advice to the Justice and Public Safety Sector.

The Branch's services include:

- Strategic IM/IT planning, including service design, and support for portfolio management;
- Lead role in Sector IM/IT governance and investment planning;
- Enterprise architecture, including business, information, application and technical architecture;
- IM/IT solutions;
- Comprehensive services and support for the entire business solution life cycle;
- Critical security related policies, advice and access to data security related information;
- Oversight of Sector information management policies and procedures;
- Leading internal communications across the Sector;
- Ordering workstations, software, printing devices, voice, account access, network, hosting and web services; and
- Expert advice to help business areas improve their performance.

Budget 2017/18	(millions)
Operating Budget	\$12.176
Capital Budget	\$ 0.000

Full Time Equivalents

80

Related Legislation

None.

Organizational Chart

Assistant Deputy Minister / Ministry Chief Information Officer Bobbi Sadler
Chief Technology Officer, Information Technology Security, Privacy and Operations Lois Fraser
Executive Director, Strategic Initiatives Chris Mah
Executive Director, Client Services Robert O'Neill
Director, Internal Communications Karla Limion
Manager, Business Operations Vacant

JUSTICE SERVICES BRANCH

Assistant Deputy Minister Responsible: Kurt Sandstrom, QC

Core Program Area Description

Justice Services Branch provides expert analysis, advice and leadership on administrative, civil, criminal, and family law reform, legislation and policy. The Branch promotes meaningful and equitable access to justice through the provision of policies, programs and services as well as tools, resources, funding and oversight of legal aid programs and state-funded counsel, and management of the Province's commitment to justice transformation.

The Branch maintains a comprehensive approach to access to justice and advances efforts intended to:

- Make the law less complex and more intelligible;
- Address barriers to both quantity and quality of justice services;
- Enhance physical access (rural and remote, virtual) to justice services;
- Expand the notion of "legal aid" to include the provision of legal information, advice, referrals and representation using a variety of methods and delivered through a range of organizations;
- Promote legal awareness so individuals have some basic understanding of their rights;
- Strengthen civil society as the foundation for promoting access to justice; and
- Increase public confidence in the justice system.

The Branch is diverse, consisting of five divisions, and has offices throughout the province. Its responsibilities include:

- Contributing to family and civil justice system reform by creating laws that are fair, understandable, modern and improve public access to justice;
- Negotiating and coordinating the Province's position on judicial compensation and electoral reform, and government liaison with public inquiries;
- Leading general government policy under the mandate of the Attorney General (including elections and human rights);
- Funding and oversight of legal aid programs;
- Serving as the primary liaison for government with the Independent Investigations Office;
- Championing access to justice through innovative dispute resolution alternatives, procedural efficiencies and case management in courts, agencies, boards, commissions, and tribunals;
- Facilitating timely and just resolution of family disputes, particularly relating to separation or divorce;
- Ensuring families receive the financial support they are entitled to under a court order or agreement;
- Overseeing the province's federal/provincial/territorial relationships on justice policy and reform; and
- Leading corporate accountabilities such as strategic planning, monitoring and reporting on progress regarding Ministry commitments and priorities, legislative liaison, submissions management, and professional support to branches and ministries on the miscellaneous bills.

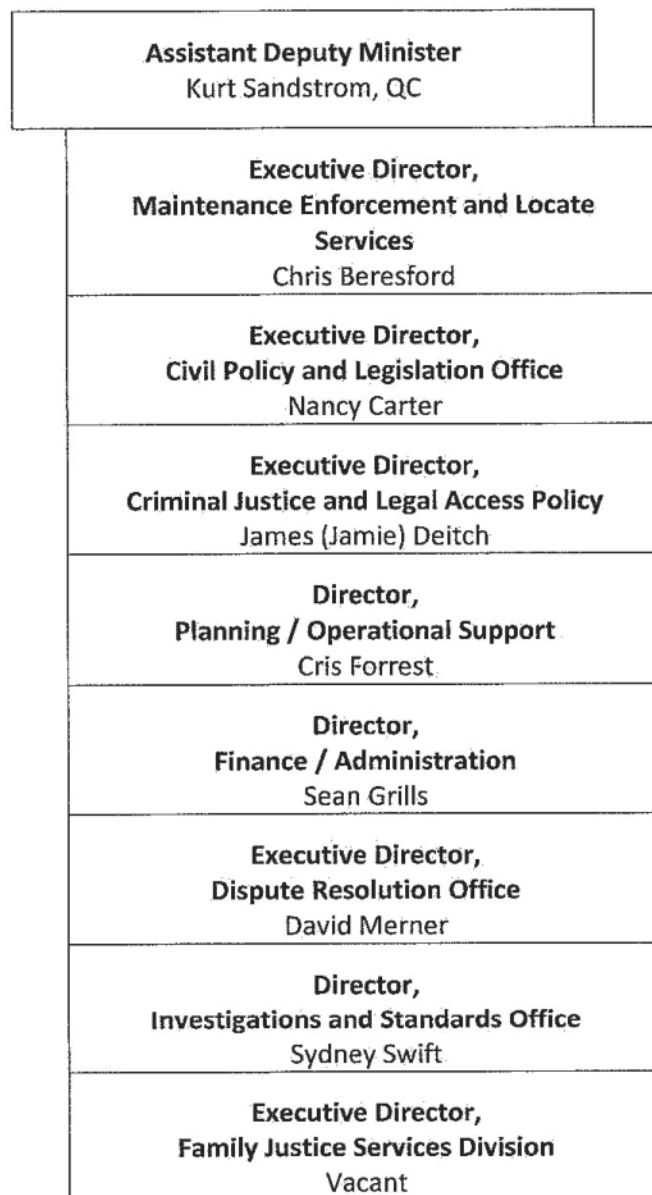
Budget 2017/18	(millions)
Operating Budget	
Net of Recoveries	\$113.154
Capital Budget	\$ 0.000

Full Time Equivalents
211

Related Legislation

Responsible for 115 statutes under the Minister of Justice's mandate

Organizational Chart



LEGAL SERVICES BRANCH

Assistant Deputy Attorney General Responsible: James Harvey

Core Program Area Description

The Legal Services Branch's mandate is to deliver legal services to the Government of British Columbia in accordance with the Attorney General Act. The Branch provides comprehensive legal advice and legal services to government including alternate dispute resolution services; acting for government in civil suits and tribunal proceedings; drafting all government bills and regulations; and preparing the Revised Statutes of British Columbia.

The Branch is a centralized government service, consisting of lawyers, paralegals and administrative staff. Lawyers in the Branch work in one of three divisions: the Solicitors Division, the Barristers Division or the Office of Legislative Counsel. More information is available at L@w Matters at <http://www.legalservices.gov.bc.ca/>.

Budget

The Branch operates as a cost-recovered entity, and its costs are charged out to clients based on use of legal services. The Branch retains a budget to cover activities deemed to be "core" to the role of the Attorney General, including drafting of legislation, constitutional and administrative law matters, and aboriginal litigation.

Budget 2017/18 (millions)

Operating Budget Net	
of Recoveries	\$22.491 (\$74.141 Expenses recovered)
Capital Budget	\$ 0.000

Full Time Equivalents

451

Related Legislation

Attorney General Act
Crown Proceeding Act

Organizational Chart

Assistant Deputy Attorney General James Harvey
Barristers Division Aboriginal Law and Litigation Supervising Counsel, Paul Yearwood Civil Litigation Supervising Counsel, Gordon Houston Deputy Supervising Counsel (Vancouver – Temporary), Rob Payne Constitutional and Administrative Law Supervising Counsel, Leah Greathead
Solicitors Division Resource, Environment and Land Law Supervising Counsel, Sandra Benson Finance, Commercial and Transportation Law Supervising Counsel, Lauren Knoblauch Health and Social Services Law Acting Supervising Counsel, Ivan Elieff Labour, Employment and Human Rights Law Supervising Counsel, Catherine Hunt Justice and Education Law Acting Supervising Counsel, Katherine Dann Revenue and Taxation Law Acting Supervising Counsel, David Hatter
Office of Legislative Counsel Chief Legislative Counsel, Corrine Swystun
Business Operations Director, Aaron Plater
Articled Student Program Chair, Barbara Carmichael
Strategic Knowledge Management Office Legal Counsel, Law, Policy and Strategic Advice, Nancy Brown

Tab 4

**Ministry of Justice
KEY STAKEHOLDERS**

Branch	Organization	Contact(s)	Description of Organization	Key Issues Consulted On	Mailing Address
JSB	Access Pro Bono Society of BC	Jamie Maclaren Executive Director 604-482-3195 jmaclaren@accessprobono.ca	Promotes access to justice in BC by providing and fostering quality pro bono legal services for people and non-profit organizations of limited means. The Society partners with Family Justice Services Division to provide free legal advice for civil matters in Justice Access Centres.	1. Pro bono legal services for people and non-profit organizations of limited means.	300 – 845 Cambie Street Vancouver BC V6B 4Z9
IB	BC Association of Chiefs of Police	Superintendent David Fleugel President 604-463-6251 Email not available.	Independent Chiefs of Police and RCMP Detachment Commanders from across the province. Meet to discuss policy and legislation issues impacting their organizations.	1. Disclosure issues investigations.	c/o Ridge Meadows RCMP 11990 Haney Place Maple Ridge BC V2X 9B8
CSB	BC Association of Chiefs of Police	Chief Constable Len Goerke President 604-925-7300	Independent Chiefs of Police and RCMP Detachment Commanders from across the province. Meet to discuss policy and legislation issues impacting their organizations.	1. Legislative reform. 2. Court staff resource allocation. 3. Policy improvements.	c/o West Vancouver Police Department 1130 Marine Drive BC V7T 1B5

**Ministry of Justice
KEY STAKEHOLDERS**

CSB	BC Association of Municipal Chiefs of Police	Deputy Chief Constable Neil Dubord President and Chair 604-940-5009 ndubord@deltapolice.ca	Independent Chiefs of Police and RCMP Detachment Commanders from across the province. Meet to discuss policy and legislation issues impacting their organizations.	1. Legislative reform. 2. Court staff resource allocation. 3. Policy improvements.	c/o Victoria Police Department 850 Caledonia Avenue Victoria BC V8T 5J8
JSB	BC Civil Liberties Association	Josh Paterson Executive Director 604-687-2919 josh@bccla.org	Mandate is to preserve, defend, maintain and extend civil liberties and human rights in Canada through their advocacy, public policy, community education, and justice programs.	1. Law and policy reform to protect civil liberties and fundamental rights and freedoms.	2nd Floor 900 Helmcken Street Vancouver BC V6Z 1B3
JSB	BC Council of Administrative Tribunals	Alison Narod President No phone number available. registrar@bccat.net	Individuals working in the field of administrative law in BC.	1. Issues concerning the administration, development and improvement of the administrative justice system.	PO Box 97196 Richmond Main Post Office Richmond BC V6X 8H3

**Ministry of Justice
KEY STAKEHOLDERS**

CJB	BC Court of Appeal Office of the Chief Justice	Robert J. Bauman Chief Justice 604-660-2710 for Teresa Smith, Executive Assistant Teresa.Smith@courts.gov.bc.ca Robert.Bauman@courts.gov.bc.ca	Appeals from Provincial Court decisions go to either the Supreme Court of BC or the BC Court of Appeal, depending upon the nature of the case.	1. Appeals process scheduling.	The Law Courts 400 - 800 Hornby Street Vancouver BC V6Z 2C5
CSB	BC Court of Appeal Office of the Chief Justice	Robert J. Bauman Chief Justice 604-660-2760 for Teresa Smith, Executive Assistant Teresa.Smith@courts.gov.bc.ca Robert.Bauman@courts.gov.bc.ca	Appeals from Provincial Court decisions go to either the Supreme Court of BC or the BC Court of Appeal, depending upon the nature of the case.	1. Legislative reform. 2. Court staff resource allocation. 3. Policy improvements.	The Law Courts 800 Hornby Street Vancouver BC V6Z 2E1
IB	BC Crown Counsel Association	Kevin Marks President Phone: NA president@bccrowncouncil association.bc.ca	Represents Crown counsel in matters regarding remuneration, benefits, employment conditions, and other terms and conditions of employment/services, to create, promote and encourage better understanding, unity, and cooperation among the members of the Association, and to represent without restriction Crown counsel in all matters of professional interest.	1. Labour relations. 2. Human resources. 3. Career development.	600 - 865 Hornby Street Vancouver BC V6Z 2G3

**Ministry of Justice
KEY STAKEHOLDERS**

JSB	BC Human Rights Clinic	No Contact Name 604-622-1100 infobchrc@clasbc.net	Operated by the Community Legal Assistance Society and funded by the BC Ministry of Justice, the Clinic provides free representation to complainants who have cases before the BC Human Rights Tribunal on a province-wide basis.	1. Information, advocacy and education.	300-1140 West Pender Street Vancouver BC V6E 4G1
JSB	BC Law Institute	Jim Emmerton Executive Director 604-822-0142 jemmerton@bcli.org	Works to promote law reform, improvement of justice, and scholarly legal research.	1. Research and analysis in law reform.	1822 East Mall University of British Columbia Vancouver BC V6T 1Z1
CJB	BC Review Board	Bernd Walter Chair 604-660-8789 bernd.walter@gov.bc.ca	Makes and reviews dispositions regarding individuals charged with offenses where verdicts of not criminally responsible on account of mental disorder or unfit to stand trial on account of mental disorder, have been rendered.	1. NCRMD matters. 2. Fitness assessments.	1020-510 Burrard Street Vancouver BC V6C 3A8

**Ministry of Justice
KEY STAKEHOLDERS**

JSB	BC Review Board	Bernd Walter Chair 604-660-8789 Bernd.Walter@gov.bc.ca	Makes and reviews dispositions regarding individuals charged with offenses where verdicts of not criminally responsible on account of mental disorder or unfit to stand trial on account of mental disorder, have been rendered.	1. Review criminal court dispositions regarding verdicts of not criminally responsible on account of mental disorder or unfit to stand trial on account of mental disorder.	1020 - 510 Burrard Street Vancouver BC V6C 3A8
CJB	BC Supreme Court Office of the Chief Justice	Christopher E. Hinkson Chief Justice 604-660-2760 for Elise Du Mont, Executive Assistant Elise.DuMont@courts.gov.bc.ca Frank Kraemer Executive Director and Senior Counsel Superior Courts Judiciary 604-660-3271 Frank.Kraemer@courts.gov.bc.ca	Hears both civil and criminal cases as well as appeals from Provincial Court. The Court also reviews decisions of administrative tribunals.	1. Scheduling court processes.	800 Smithe Street Vancouver BC V6Z 2E1

**Ministry of Justice
KEY STAKEHOLDERS**

CSB	BC Supreme Court Office of the Chief Justice	Christopher E. Hinkson Chief Justice 604-660-2760 for Elise Du Mont, Executive Assistant Elise.DuMont@courts.gov.bc.ca Christopher.Hinkson@courts.gov.bc.ca Frank Kraemer Executive Director and Senior Counsel Superior Courts Judiciary 604-660-2800 Frank.Kraemer@courts.gov.bc.ca	Hears both civil and criminal cases as well as appeals from Provincial Court. The Court also reviews decisions of administrative tribunals.	1. Legislative reform. 2. Court staff resource allocation. 3. Policy improvements.	The Law Courts 800 Smithe Street Vancouver BC V6Z 2E1
CSB	British Columbia Courthouse Library Society	Until May 29, 2017: Johanne Blenkin Chief Executive Officer 604-660-2409 jblenkin@courthouselibrary.ca After May 29, 2017: Kenzie Gouden Chief Executive Officer 604-660-2709 K.Gouden@courthouselibrary.ca	A non-profit organization providing legal information services to the legal community and the public in BC.	1. Legal assistance publications, brochures and information.	800 Smithe Street Vancouver BC V6Z 2E

**Ministry of Justice
KEY STAKEHOLDERS**

LSB	Camosun College School of Business	Patricia Gaudreault, Program Coordinator 250-370-4179	LSB participates in practicum programs for paralegal and legal support staff, and supports some employees through Pacific Leaders in professional development and training.	1. Recruitment.	Interurban Campus 4461 Interurban Road Victoria BC V9E 2C1
CJB	Canadian Bar Association BC Branch	Until August 2017: Michael Fitzwilliam Welsh Branch President 250-492-2425 michael@mottwelsh.ca (Incumbent not yet identified) Caroline Nevin Executive Director 604-687-3404 cnevine@bccba.org	The essential ally and advocate of all members of the legal profession and is committed to enhancing the professional and commercial interests of a diverse membership and to protect the independence of the judiciary and the Bar.	1. Professional development 2. Public education 3. Justice reform.	10th Floor 845 Cambie Street Vancouver BC V6B 5T3

**Ministry of Justice
KEY STAKEHOLDERS**

CSB	Canadian Bar Association BC Branch	<p>Until August 2017: Michael Fitzwilliam Welsh Branch President 250-492-2425 michael@mottwelsh.ca (incumbent not yet identified)</p> <p>Caroline Nevin Executive Director 604-687-3404 cnevine@bccba.org</p>	The essential ally and advocate of all members of the legal profession and is committed to enhancing the professional and commercial interests of a diverse membership and to protect the independence of the judiciary and the Bar.	<ol style="list-style-type: none"> 1. Legislative reform. 2. Court staff resource allocation. 3. Policy improvements. 	10th Floor 845 Cambie Street Vancouver BC V6B 5T3
JSB	Canadian Bar Association BC Branch	<p>Until August 2017: Michael Fitzwilliam Welsh Branch President 250-492-2425 michael@mottwelsh.ca (incumbent not yet identified)</p> <p>Caroline Nevin Executive Director 604-687-3404 cnevine@bccba.org</p>	The essential ally and advocate of all members of the legal profession and is committed to enhancing the professional and commercial interests of a diverse membership and to protect the independence of the judiciary and the Bar.	<ol style="list-style-type: none"> 1. Advocacy for the legal profession in Canada. 2. Share knowledge about global and national trends affecting the legal profession. 3. Improving the administration of justice in Canada. 	10th Floor 845 Cambie Street Vancouver BC V6B 5T3

**Ministry of Justice
KEY STAKEHOLDERS**

JSB	Canadian Forum on Civil Justice	Trevor Farrow Chair 416-736-2100 (ext. 70474) tfarrow@osgoode.yorku.ca Nicole Aylwin Executive Director 416-736-2100 ext. 55027 naylwin@cfcj-fcjc.org	A non-profit, independent organization dedicated to bringing together the public, the courts, the legal profession and government in order to promote a civil justice system that is accessible, effective, fair and efficient.	1. Law reform concerning civil justice. 2. Research and advocacy.	3015 Osgoode Hall Law School York University 4700 Keele Street Toronto ON M3J 1P3
LSB	Capilano University School of Legal Studies	Debbie Jamison, Program Coordinator 604-986-1911	LSB participates in practicum programs for paralegal and legal support staff, and supports some employees through Pacific Leaders in professional development and training.	1. Recruitment.	2055 Purcell Way North Vancouver BC V7J 3H5
LSB	CDI College	Bridget Hughes, Program Coordinator 250-978-1800	LSB participates in practicum programs for paralegal and legal support staff, and supports some employees through Pacific Leaders in professional development and training.	1. Recruitment.	950 Kings Road Victoria BC V8T 1W6

**Ministry of Justice
KEY STAKEHOLDERS**

JSB	Civil Resolution Tribunal	Shannon Salter Chair No phone number. info@crtbc.ca	An alternative to court for people seeking to resolve small claims and most strata property disputes.	1. Tribunal for handling strata and small claims disputes.	
JSB	Community Legal Assistance Society of BC	Aleem Bharmal (Mr.) Executive Director 604-685-3425 abharmal@clasbc.net	Provides legal assistance to disadvantaged people throughout BC.	1. Non-profit legal assistance to disadvantaged citizens.	300 - 1140 West Pender Street Vancouver BC V6B 2W5
JSB	Continuing Legal Education Society of BC	John M. Hogg, QC Chair No phone number. No email address available. Ronald G. Friesen Chief Executive Officer 604-893-2114 rfriesen@cle.bc.ca	Mandate is to meet the present and future educational needs of the legal profession in BC.	1. Accessing continuing education for lawyers and staff in BC.	500 - 1155 West Pender Street Vancouver BC V6E 2P4
CJB	Independent Investigations Office	Bert Phipps Interim Chief Civilian Director 604-586-5681 Bert.Phipps@iiobc.ca	Conducts criminal investigations regarding police-related incidents involving death or serious harm.	1. Police-involved matters. 2. Public education.	12th Floor 13450 -102 Avenue Surrey BC V3T 5X3
JSB	Independent Investigations Office	Bert Phipps Interim Chief Civilian Director 604-586-5681 Bert.Phipps@iiobc.ca	Conducts criminal investigations regarding police-related incidents involving death or serious harm.	1. Oversight of policing.	12th Floor 13450 -102 Avenue Surrey BC V3T 5X3

**Ministry of Justice
KEY STAKEHOLDERS**

JSB	International Centre for Criminal Law Reform and Criminal Justice Policy	Brian Tkachuk Executive Director 604-822-9875 icclr@law.ubc.ca	Improving quality of justice through criminal justice reform, policy and practise, and promotes democratic principles, the rule of law and respect for human rights in criminal law and the administration of criminal justice. Also provides advice, information, research and proposals for policy development and legislation.	1. Criminal justice reform, policy and practice.	1822 East Mall Vancouver BC V6T 1Z1
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**Ministry of Justice
KEY STAKEHOLDERS**

JSB	Judicial Council of the Provincial Court of BC	Thomas Crabtree Chief Judge Chair and Presiding Member 604-660-0462 (office direct) tcrabtree@provinciacourt.bc.ca Angel Pedersen, Executive Assistant apedersen@provinciacourt.bc.ca	Objective is to improve the quality of judicial services. Its mandate includes: screening candidates applying for appointments as Judges and Judicial Justices, conducting inquiries into the conduct of Judges and Judicial Justices, considering proposals for improvements to judicial services, continuing the education of Judges and organizing conferences, preparing and revising a Code of Ethics for the judiciary, and reporting to the Attorney General when required.	1. Advise government on appointments of Provincial Court judges and judicial justices.	602 - 700 West Georgia Street Vancouver BC V7Y 1E8
CSB	Justice Education Society BC	Rick Craig Executive Director 604-660-9870 Rick.Craig@JusticeEducation.ca	Creates innovative programs and resources that improve access to BC's justice system including legal publications, websites and instructional videos. The programs and resources serve the general public, teachers, persons with disabilities, Aboriginals and immigrant in BC.	1. Legal assistance publications, brochures and information.	260-800 Hornby Street Vancouver BC V6Z 2C5

**Ministry of Justice
KEY STAKEHOLDERS**

JSB	Justice Education Society BC	Rick Craig Executive Director 604-660-9870 Rick.Craig@JusticeEducation.ca	Mission is to build stronger communities by promoting understanding of, access to, and confidence in our justice system, at home and abroad.	1. Access to justice. 2. Public legal education and information.	260 - 800 Hornby Street Vancouver BC V6Z 2C5
JSB	Justice Institute of BC Centre for Conflict Resolution	Barb Kidd Dean, School of Health Community and Social Justice 604-528-5608 conres@jibc.ca	Offers courses designed to improve ability to respond to conflict and contribute to building stronger organizations and communities.	1. Public legal education and information.	715 McBride Boulevard New Westminster BC V3L 5T4
JSB	Justice Institute of BC Corrections and Community Justice Division	Rob Chong Director 604-528-5556 rchong@jibc.ca	Partners with Family Justice Services Division to train all new Family Justice Counsellor recruits and to secure national accreditation as family mediators. Provides ongoing training to ensure staff meet legislative standards for family dispute resolution practitioners.	1. Education relating to public safety and conflict resolution.	715 McBride Boulevard New Westminster BC V3L 5T4

**Ministry of Justice
KEY STAKEHOLDERS**

FEDERAL	Justice, Department of	The Honourable Jody Wilson-Raybould Minister of Justice and Attorney General of Canada 613-992-4621 (office) MCU@justice.gc.ca	The federal Minister of Justice and Attorney General are combined into one cabinet position. The Attorney General is the chief law officer of the Crown and the Minister of Justice is concerned with questions of policy in relation to the justice system.	1. Federal counterpart for justice.	284 Wellington Street Ottawa, ON K1A 0H8
JSB	Law Foundation of British Columbia (The)	Wayne Robertson, QC Executive Director 604-688-2337 WRobertson@lawfoundationbc.org	Their legislative mandate is to fund legal education, legal research, legal aid, law reform and law libraries for the benefit of British Columbians.	1. Legal education. 2. Legal research. 3. Legal aid, law reform and law libraries.	1340 - 605 Robson Street Vancouver BC V6B 5J3

**Ministry of Justice
KEY STAKEHOLDERS**

CJB	Law Society of British Columbia (The)	Herman Van Ommen, QC President 604-605-5394 president@lsbc.org Tim E. McGee Chief Executive Officer 604-669-2533 tmcgee@lsbc.org Michael Lucas Manager, Policy & Legal Services 604-669-2533 policy@lsbc.org	Regulates the legal profession in BC, protecting the public interest in the administration of justice by setting and enforcing standards of professional conduct for lawyers. Ensures the public is well served by legal professionals who are honourable and competent. Also brings a voice to issues affecting the justice system and the delivery of legal services.	1. Labour relations. 2. Public education. 3. Justice reform.	845 Cambie Street Vancouver BC V6B 4Z9
SB	Law Society of British Columbia (The)	Herman Van Ommen, QC President 604-605-5394 president@lsbc.org Tim E. McGee Chief Executive Officer 604-669-2533 tmcgee@lsbc.org Michael Lucas Manager, Policy & Legal Services 604-669-2533 policy@lsbc.org	Regulates the legal profession in BC, protecting the public interest in the administration of justice by setting and enforcing standards of professional conduct for lawyers. Ensures the public is well served by legal professionals who are honourable and competent. Also brings a voice to issues affecting the justice system and the delivery of legal services.	1. Legislative reform. 2. Court staff resource allocation. 3. Policy improvements.	845 Cambie Street Vancouver BC V6B 4Z9

**Ministry of Justice
KEY STAKEHOLDERS**

JSB	Law Society of British Columbia (The)	<p>Herman Van Ommen, QC President 604-605-5394 president@lsbc.org</p> <p>Tim E. McGee Chief Executive Officer 604-669-2533 tmcgee@lsbc.org</p> <p>Michael Lucas Manager, Policy & Legal Services 604-669-2533 policy@lsbc.org</p>	Regulates the legal profession in BC, protecting the public interest in the administration of justice by setting and enforcing standards of professional conduct for lawyers. Ensures the public is well served by legal professionals who are honourable and competent. Also brings a voice to issues affecting the justice system and the delivery of legal services.	<p>1. Regulation of legal professions in BC.</p> <p>2. Advocate for legal issues and delivery of legal services.</p>	845 Cambie Street Vancouver BC V6B 4Z9
JSB	Legal Services Society	<p>Mark Benton, QC Executive Director 604-601-6000 mark.benton@lss.bc.ca</p> <p>Tom Christensen Chair, Board of Directors and Chair Executive Committee tpc@bht.com</p>	Mandate is to help solve legal problems and facilitate access to justice, establish and administer a system for providing legal aid in BC, and provide advice to the Attorney General about legal aid and access to justice in BC.	<p>1. The provision of legal aid to low-income persons.</p>	400 - 510 Burrard Street Vancouver BC V6C 3A8

**Ministry of Justice
KEY STAKEHOLDERS**

JSB	Mediate BC	Monique Steensma Chief Executive Director 604-684-1300 ext. 200 monique.steensma@mediatebc.com	Mission is to lead, promote and facilitate mediation and other collaborative dispute resolution processes throughout BC.	1. Mediation.	177 - 800 Hornby Street Vancouver BC V6Z 2C5
JSB	Native Courtworkers and Counselling Association of BC	Darlene Shackelly Executive Director 604-985-5355d shackelly@nccabc.net Ken Watts President no phone number no email	Provides culturally appropriate services to aboriginal people and communities consistent with their needs.	1. Community support for First Nations people.	207 - 1999 Marine Drive North Vancouver BC V7P 3J3
JSB	People's Law School (The)	Patricia Bryne Executive Director 604-331-5400 pbryne@publiclegaled.bc.ca	A non-profit charitable society that provides public legal education and information to people in BC.	1. Public legal education and information.	150 - 900 Howe Street Vancouver BC V6Z 2M4

**Ministry of Justice
KEY STAKEHOLDERS**

CJB	Provincial Court of BC Office of the Chief Judge	Thomas Crabtree Chief Judge 604-660-0462 (office direct) tcrabtree@provinciacourt.bc.ca Julie Critchton, Executive Assistant jcritchton@provinciacourt.bc.ca	Jurisdiction includes criminal, family, child protection, small claims, traffic and bylaw cases.	1. Provincial court matters. 2. Scheduling.	602-700 West Georgia Street Vancouver BC V7Y 1E8
CSB	Provincial Court of BC Office of the Chief Judge	Thomas Crabtree Chief Judge 604-660-0462 (office direct) tcrabtree@provinciacourt.bc.ca Julie Critchton, Executive Assistant 604-660-0462 jcritchton@provinciacourt.bc.ca	Jurisdiction includes criminal, family, child protection, small claims, traffic and bylaw cases.	1. Legislative reform. 2. Court staff resource allocation. 3. Policy improvements.	337 - 800 Hornby Street Vancouver BC V6Z 2E1

**Ministry of Justice
KEY STAKEHOLDERS**

JSB	Public Guardian and Trustee of BC	Catherine Romanko Public Guardian and Trustee 604-660-4444 mail@trustee.bc.ca	Operates under provincial law to protect the legal rights and financial interests of children, to provide assistance to adults who need support for financial and personal decision making, and to administer the estates of deceased and missing persons where there is no one else able to do so.	1. Advocacy and protection of legal rights.	700 – 808 West Hastings Street Vancouver BC V6C 3L3
JSB	Public Prosecution Services of Canada BC Regional Office	Robert Prior Chief Federal Prosecutor 604-666-5250 robert.prior@ppsc.gc.ca	Federal Crown prosecution service.	1. Criminal prosecutions under federal jurisdiction.	Robson Court 900 – 840 Howe Street Vancouver BC V6Z 2S9
CJB	RCMP "E" Division Commanding Officer	Assistant Commissioner Brenda Butterworth-Carr Commanding Officer phone number unknown brenda.butterworth-carr@rcmp-grc.gc.ca	Head of the Royal Canadian Mounted Police (RCMP) in the province. "E" Division is the BC division of the RCMP; the largest police body operation in the province, providing federal, provincial, and municipal policing services.	1. Disclosure issues investigations.	Commanding Officer's Office RCMP "E" Division Headquarters Mailstop 308 14200 Green Timbers Way Surrey BC V3T 6P3

**Ministry of Justice
KEY STAKEHOLDERS**

JSB	RCMP "E" Division Commanding Officer	Assistant Commissioner Brenda Butterworth-Carr Commanding Officer phone number unknown brenda.butterworth-carr@rcmp-grc.gc.ca	Head of the Royal Canadian Mounted Police (RCMP) in the province. "E" Division is the BC division of the RCMP; the largest police body operation in the province, providing federal, provincial, and municipal policing services.	1. Policing services.	Commanding Officer's Office RCMP "E" Division Headquarters Mailstop 308 14200 Green Timbers Way Surrey BC V3T 6P3
JSB	Society of Notaries Public of BC	G.W. Wayne BraidChief Executive Director 604-681-4516 gwb@society.notaries.bc.ca	Mission is to ensure that its members provide the highest standard of notary service to the public. The Notary Foundation of BC governs and administers all assets and affairs of the Notary Foundation and its associated fund. The Board of Examiners is to conduct the examinations of applicants for enrolment as a member of the Society of Notaries Public of BC.	1. Regulation of Notaries in BC.	Box 44 1220 – 625 Howe Street Vancouver BC V6C 2T6

**Ministry of Justice
KEY STAKEHOLDERS**

CSB	Society of Translators and Interpreters of BC	Joann McKinlay Executive Director 604-684-2940 jmckinlay@stibc.org	A non-profit professional association and an affiliate of the Canadian Translators, Terminologists and Interpreter Council. Their goals are to promote the interests of Translators and Interpreters in BC and to serve the public by providing both a Code of Ethics and a system of certification. Consists of 12 founding members and approximately 300 certified translators and interpreters, certified in over 80 language combinations.	1. Legislative reform. 2. Court staff resource allocation. 3. Policy improvements.	Box 33 511 - 850 West Hastings Street Vancouver BC V6C 1E1
CSB	Supreme Court Rules Revision Committee	The Honourable Justice Smith Chair 604-660-2847	Assists the Attorney General in making recommendations for rule changes to the Lieutenant Governor in Council.	1. Legislative reform. 2. Court staff resource allocation. 3. Policy improvements.	800 Smith Street Vancouver BC V6Z 2E1

**Ministry of Justice
KEY STAKEHOLDERS**

LSB	Thompson Rivers University Faculty of Law	Bradford Morse Dean of Law 250-852-7267 lawdean@tru.ca	LSB's Articled Student Program participates in recruitment programs at British Columbia law schools. Additionally, LSB has partnered with educational institutions for professional development activities. A number of legal counsel teach at various law schools,	1. Recruitment. 2. Teaching.	900 McGill Road Kamloops BC V2C 0C8
JSB	Trial Lawyers Association of BC	Carla Terzariol Executive Director and Chief Executive Officer 604-682-5343 carla@tlabc.org Krista Simon Chair, Board of Directors No phone number. ksimon@collettparson.com	Mission is to support and promote diligence and excellence in advocacy and jurisprudence on behalf of consumers in BC.	1. Advocacy and reform in civil and criminal justice.	1111 – 1100 Melville Street Vancouver BC V6E 4A6

**Ministry of Justice
KEY STAKEHOLDERS**

CSB	Trial Lawyers Association of BC	A.C. Richard Parsons President 604-682-5343 tla-info@tlabc.org	Mission is to support and promote diligence and excellence in advocacy and jurisprudence on behalf of consumers in BC. They strive to protect the rights of individuals, preserve the jury system, enhance trial practice, ensure access to the courts, advance the interests of innocent parties, and maintain judicial integrity and independence.	1. Legislative reform. 2. Court staff resource allocation. 3. Policy improvements.	1111-1100 Melville Street Vancouver BC V6E 4A6
SB	Union of BC Municipalities	Gary MacIsaac Executive Director 250-356-2956 (Victoria) 604-270-8226 (Vancouver) gmacisaac@ubcm.ca	Aims to represent, serve, and advocate for local government in BC.	1. Advocacy for local government.	Richmond Office 60 – 10551 Shellbridge Way Richmond BC V6X 2W9 Victoria Office Local Government House 525 Government Street Victoria BC V8V 0A8

**Ministry of Justice
KEY STAKEHOLDERS**

LSB	University of British Columbia Faculty of Law	Catherine Dauvergne Dean of Law 604-822-2818 dauvergnei@allard.ubc.ca	LSB's Articled Student Program participates in recruitment programs at British Columbia law schools. Additionally, LSB has partnered with educational institutions for professional development activities. A number of legal counsel teach at various law schools.	1. Recruitment. 2. Teaching.	1822 East Mall University of British Columbia Vancouver BC V8T 1Z1
LSB	University of Victoria Faculty of Law	Jeremy Webber Dean of Law 250-721-8147 lawdean@uvic.ca	LSB's Articled Student Program participates in recruitment programs at British Columbia law schools. Additionally, LSB has partnered with educational institutions for professional development activities. A number of legal counsel teach at various law schools.	1. Recruitment. 2. Teaching.	PO Box 2400 Station CSC Victoria BC V8W 3H7

**Ministry of Justice
KEY STAKEHOLDERS**

LSB	University of Victoria The Law Centre	Professor Glenn Gallins, QC Clinical Director 250-385-1221 reception@thelawcentre.ca	LSB's Articled Student Program participates in recruitment programs at British Columbia law schools. Additionally, LSB has partnered with educational institutions for professional development activities. A number of legal counsel teach at various law schools.	1. Recruitment. 2. Teaching.	1221 Broad Street Victoria BC V8W 2A4
JSB	West Coast Legal Education and Action Fund (LEAF)	Kasari Govender Executive Director 604-684-8772 info@westcoastleaf.org Francesca Marzari Chair	Aims to end discrimination against women using equality rights litigation, law reform, and public legal education.	1. Law reform. 2. Public legal education.	555 - 409 Granville Street Vancouver BC V6C 1T2

Tab 5

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s.14;s.13

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s.12;s.14;s.13

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ISSUE NOTE

Issue:

- Independent Panel on Election Financing

Background:

- On March 13, 2017, the Premier announced that she had directed the Deputy Attorney General to develop a framework for an independent panel to regularly review B.C.'s election financing system and make recommendations for reform to the Legislature.
- The news release proposed several features for the panel, including:
 - It is to be modelled on existing independent review bodies such as the Electoral Boundaries Commission;
 - Membership of the panel must be unanimously approved by the Legislature;
 - The panel is to make recommendations every eight years following submissions from political parties, MLAs and the public; and
 - The panel is also to review reforms in other jurisdictions.
- s.12,s.13

- The direction includes instruction to complete the work in summer 2017 so that legislative amendments could be introduced "immediately" afterwards.

Decision required:

- **30 day issue:** The proposal developed by the Deputy Attorney General will require cabinet approval s.13
s.13

ISSUE NOTE

Issue:

- Judicial Compensation: Tabling and Responding to 2013 and 2016 Commission Reports

Background:

- Every three years, an independent five-member commission is appointed under the Judicial Compensation Act to review and make recommendations on salaries and benefits for Provincial Court Judges and Judicial Justices. Government and the judiciary are constitutionally prohibited from negotiating these matters directly.
- Until 2016, there were separate commissions for PCJs and JJs. Under amendments passed in 2015, there is now a single unified commission that makes recommendations for both groups of judicial officers.

2013 Judges Compensation Commission

- The 2013 Judges Compensation Commission (JCC) issued its report to the Attorney General in September 2013 covering the fiscal years 2014/15 through 2016/17. As required under the Act, government proposed a response to the Legislative Assembly, which the Assembly approved unanimously by resolution on March 24, 2014.

s.12,s.17

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Tab 6

BRIEFING NOTE

CROWN AGENCIES

Name: Attorney General's British Columbia Supreme Court Rules Committee

Legislative Authority:
Court Rules Act

Mandate:

The Committee assists the Attorney General in making recommendations to the Lieutenant Governor in Council respecting changes to the written rules governing the conduct of litigation in the Supreme Court of British Columbia. The Committee actively pursues opportunities to simplify the language and procedures in the rules to make them more accessible to the public while seeking opportunity to enhance access to justice through the rules.

Current Appointees:

Richard Fyfe, QC, Chair
Daniel Bennett, QC
John Bilawich
Jasmine Dadachanji
Bill Dick

Jess Gunnarson
Lisa Hamilton
John Hogg, QC
Lindsay LeBlanc
Maureen Lundell, QC

Appointments required:

- **30 Days:** s.13

Issue(s):

- **30 and 60 Days:** s.13
s.13
- **60 and 90 Days:** s.13
s.13

Key Contact:

- Jess Gunnarson
- Acting Director (JAG)
- 250-356-9757

BRIEFING NOTE

CROWN AGENCIES

Name: British Columbia Ferry Commission

Legislative Authority:
Coastal Ferry Act

Mandate:

The Commission regulates British Columbia Ferry Services Inc. (BC Ferries), the independent company that provides ferry services on 25 routes through the Coastal Ferry Services Contract with the Province. The Commission ensures that the average level of ferry fares charged by the company does not rise above a ceiling or "price cap" set by the Commission and monitors the adherence of BC Ferries to the terms of its service contract with the Province of BC.

Current Appointees:

Gordon A. Macatee, Commissioner
Sheldon T. Stoilen, Deputy Commissioner

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Kirk Handrahan
- Executive Director (MOTI)
- 250-952-0678
- Cris Forrest
- Director (JAG)
- 250-356-6112

BRIEFING NOTE

CROWN AGENCIES

Name: BC Human Rights Tribunal

Legislative Authority:
Human Rights Code

Mandate:

The BC Human Rights Tribunal is an independent administrative tribunal that is responsible for accepting, screening, mediating, and adjudicating human rights complaints.

Current Appointees:

Diana Juricevic (Chair)

Jacqueline Beltgens

Catherine McCreary

Emily Ohler

Walter Rilkoff

Barbara Korenkiewicz

Appointments required:

- **30 Days:** One member's term expires on May 31, 2017.

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: British Columbia Review Board

Legislative Authority:
Criminal Code

Mandate:

The British Columbia Review Board is an independent administrative tribunal that makes and reviews dispositions with respect to individuals charged with offenses, in respect of whom verdicts of not criminally responsible on account of mental disorder or unfit to stand trial on account of mental disorder, have been rendered.

Current Appointees:

Bernd Walter (Chair)	Frederick Hansford	Lynda Murdoch
Steven Boorne	Sam Iskander	Werner Pankratz
Paula Cayley	Barry Long	Kim Polowek
Peter Constance	Allison MacPhail	David Renwick
Ingrid Friesen	Maryam Majedi	Jeanette Smith
Linda Grasswick	Alan Markwart	Ronald Stevenson
Todd Tomita		

Appointments required:

- **90 Days:** Two members' terms expire on July 31, 2017.

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: British Columbia Utilities Commission

Legislative Authority:

Utilities Commission Act and Insurance Corporation Act

Mandate:

The British Columbia Utilities Commission's (BCUC) primary responsibility is the regulation of the public electric and gas utilities under its jurisdiction and rate setting for basic mandatory automobile insurance. Decisions and Orders of the BCUC are legally binding, and may be appealed to the Court of Appeal on questions of law or jurisdiction. The BCUC also reviews energy-related and basic insurance matters referred to it by Cabinet. These reviews usually involve public inquiries, followed by a report and recommendations to Cabinet.

Current Appointees:

Dave Morton (Chair and CEO)	Howard Harowitz	Bernard Magnan
Dennis Cote	Karen Keilty	Richard Mason
Douglas Enns	Miriam Kresivo	Richard Revel
William Everett		

Appointments required:

- The Chair of the BC Utilities Commission, working with the Board Resourcing and Development Office through a merit based process intend to make a further appointment to a Commissioner position early in the next mandate period.

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: Building Code Appeal Board

Legislative Authority:
Building Act

Mandate:

The Building Code Appeal Board is an independent administrative tribunal that provides rulings on the application and the interpretation of the BC Building Code in the event of a dispute between the inspector (authority having jurisdiction) and the builder.

Current Appointees:

Lyle Kuhnert (Chair)

Keith Calder

Maura Gatensby

Douglas Vance

Frankie Victor

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: Civil Resolution Tribunal

Legislative Authority:

Civil Resolution Tribunal Act

Mandate:

The Civil Resolution Tribunal is an independent administrative tribunal that provides dispute resolution services in relation to matters that are within its authority (Strata and Small Claims up to \$5000), in a manner that:

- a) Is accessible, speedy, economical, informal and flexible;
- b) Applies principles of law and fairness, and recognizes any relationships between parties to a dispute that will likely continue after the tribunal proceeding is concluded;
- c) Uses electronic communication tools to facilitate resolution of disputes brought to the tribunal;
- d) Accommodates, so far as the tribunal considers reasonably practicable, the diversity of circumstances of the persons using the services of the tribunal.

Current Appointees:

Shannon Salter (Chair)	Colleen Cattell	Kamaljit Lehal
Maureen Abraham	Bonnie Elster	Michael Litchfield
Maureen Baird	Andrew Gay	Barry Long
Wendy Baker	Julie Gibson	Shelley Lopez (Vice Chair)
Kathryn Berge	Angus Gunn	Andrew Pendray
Jamie Bleay	Richard Harrison	Patrick Williams
Garth Cambrey (Vice Chair)		

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: Community Care and Assisted Living Appeal Board

Legislative Authority:

Community Care and Assisted Living Act

Mandate:

The Community Care and Assisted Living Appeal Board is an independent administrative tribunal that provides a specialized, impartial, accessible and cost-effective forum for the hearing of appeals from licensing, regulation and certification decisions regarding community care and assisted living facilities and early childhood educators.

Current Appointees:

Helen del Val (Chair)

Harry Gray

Lynn McBride

Tung Chan

Patrick Lewis

Alison Narod

Shelene Christie

Richard Margetts

Donald Storch

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: Employment Standards Tribunal

Legislative Authority:
Employment Standards Act

Mandate:
The Employment Standards Tribunal is an independent tribunal that conducts appeals of Determinations issued by the Director of Employment Standards and reconsiders decisions made by the Tribunal.

Current Appointees:

Brent Mullin (Chair)

Shafik Bhalloo

Rajiv Gandhi

Robert Groves

Richard Harrison

Marnee Pearce

Carol Roberts

David Stevenson

Kenneth Thornicroft

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: Environmental Appeal Board

Legislative Authority:
Environmental Management Act

Mandate:

The Environmental Appeal Board is an independent agency that hears appeals from administrative decisions made under a variety of statutes. Some of the statutes allowing appeals to the Board have been repealed, or repealed and replaced, over the years.

Current Appointees:

Alan Andison (Chair)	Jeffery Hand	David Searle
Maureen Baird	Robert Holtby	Daphne Stancil
Lorne Borgal	Kent Jingfors	Michael Tourigny
Monica Danon-Schaffer	Gabriella Lang	Gregory Tucker
Cindy Derkaz	James Mattison	Finlay VanDine
Brenda Edwards	Linda Michaluk	Reid White
Les Gyug	John Orr	Robert Wickett
James Hackett	Howard Saunders	Norman Yates

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: Financial Services Tribunal

Legislative Authority:
Financial Institutions Act

Mandate:

The Financial Services Tribunal is an independent administrative tribunal that hears appeals from institutions and individuals who want to contest enforcement decisions made by the: Insurance Council of British Columbia; Real Estate Council of British Columbia; Superintendent of Real Estate; Superintendent of Pensions; Registrar of Mortgage Brokers; and Superintendent of Financial Institutions.

Current Appointees:

Theodore Strocel (Chair)

Patrick Lewis

Wendy Baker

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: Forest Appeals Commission

Legislative Authority:

Forest Practices Code of British Columbia Act and the Forest and Range Practices Act

Mandate:

The Forest Appeals Commission is an independent agency that hears appeals from administrative decisions made with respect to a variety of matters regulated by the Forest Practices Code of British Columbia Act, the Forest and Range Practices Act, the Forest Act, the Range Act, the Private Managed Forest Land Act and the Wildfire Act. The Commission is also required to make recommendations to the Lieutenant Governor in Council about review and appeal procedures under these statutes.

Current Appointees:

Alan Andison	Jeffrey Hand	David Searle
Maureen Baird	Bob Holtby	Daphne Stancil
Lorne Borgal	Kent Jingfors	Richard Tourigny
Monica Danon-Schaffer	Gabriella Lang	Gregory Tucker
Cindy Derkaz	James Mattison	Douglas VanDine
Brenda Edwards	Linda Michaluk	Reid White
Les Gyug	John Orr	Bob Wickett
James Hackett	Howard Saunders	Norman Yates

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: Health Professions Review Board

Legislative Authority:
Health Professions Act

Mandate:

The Health Professions Review Board is an independent administrative tribunal that provides a fair, impartial, accountable and transparent mechanism to review certain complaint dispositions made by the inquiry committee of a college.

Current Appointees:

Tom English (Chair)	William Cottick	Robert McDowell
Michael Alexandor	Brenda Edwards	John O'Fee
Kent Ashby	Leigh Harrison	John Orr
Karima Bawa	David Hobbs	Herbert Silber
Lorianna Bennett	Roy Kahle	Donald Silversides
Shannon Bentley	Robert Kucheran	Lorraine Unruh
Fazal Bhimji	Victoria Kuhl	Kent Woodruff
Lorne Borgal	Sandra McCallum	Deborah Zutter
Marilyn Clark	Douglas Cochran	

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: Hospital Appeal Board

Legislative Authority:
Hospital Act

Mandate:

The Hospital Appeal Board is an independent administrative tribunal that hears appeals filed by medical or dental practitioners regarding:

- a decision of a hospital's board of management that modifies, refuses, suspends, revokes or fails to renew a permit to practise medicine or dentistry in a hospital; or
- the failure or refusal of a hospital's board of management to consider and decide on an application for a permit.

Current Appointees:

David Perry (Chair)
Douglas Blackman
Paul Champion
Kevin Doyle

Joanna Nemrava
Maureen Piercey
Rick Riley

Stacy Robertson
Lorraine Unruh
Cheryl Vickers

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: Industry Training Appeal Board

Legislative Authority:

Industry Training Authority Act

Mandate:

The Industry Training Appeal Board is an independent administrative tribunal that provides a specialized independent, accessible and cost-effective forum for the hearing of appeals from decisions of the Industry Training Authority regarding trainees and industry training credentials.

Current Appointees:

Gordon Armour (Chair)

Martha Dow

Robert Kueng

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: Independent Investigations Office of BC

Legislative Authority:
Police Act

Mandate:

The Independent Investigations Office of BC (IIO) is mandated to investigate incidents of death or serious harm involving police officers, including members of the RCMP and municipal police who are either on or off-duty, and special constables. The Police Act requires police to notify the IIO of an incident that may fall within the jurisdiction of the IIO. Under the Police Act, police services are required to cooperate with IIO investigations.

Current Appointee:

Mr. Bert Phipps, Acting Chief Civilian Director.

Appointments required:

- **90 Days:** Appointment of a Chief Civilian Director.

Issue(s):

- **30 Days:** s.13
s.13
- **90 Days:** s.13
s.13

Key Contact:

- James Deitch
- Executive Director (JAG)
- 250-387-2109

BRIEFING NOTE

CROWN AGENCIES

Name: Judicial Council of the Provincial Court of BC

Legislative Authority:
Provincial Court Act

Mandate:

The mandate of the Council is to improve the quality of judicial services in British Columbia by conducting the following statutory functions: screening candidates applying for appointment as Judges and Justices of the Peace; conducting inquiries regarding the conduct of Judges and Justices of the Peace; considering proposals for improving the judicial services of the Court; continuing the education of Judges and organizing conferences of Judges; preparing and revising, in consultation with the Judges, a Code of Ethics for the judiciary; reporting to the Attorney General on matters which the Attorney General considers necessary.

Current Appointees:

Chief Judges Thomas James Crabtree
Judge David St. Pierre
Patricia Schwartz
Patrick Kelly

Gordon McRae
Karin E. Kirkpatrick
M. Welsh
H. Van Ommen, QC

Appointments required:

- None

Issues:

- None

Key Contact:

- Neil Reimer
- Senior Policy and Legislation Analyst (JAG)
- 250-356-8303

- Cris Forrest
- Director (JAG)
- 250-356-6112

BRIEFING NOTE

CROWN AGENCIES

Name: Labour Relations Board

Legislative Authority:
Labour Relations Code

Mandate:
The Labour Relations Board is an independent administrative tribunal that mediates and adjudicates employment and labour relations matters related to unionized workplaces.

Current Appointees:

Brent Mullin (Chair)

Jacqueline de Aguayo

Leah Terai

Peter Archibald

Jennifer Glougie

Bruce Wilkins

James Carwana

Koml Kandola

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: Mental Health Review Board

Legislative Authority:
Mental Health Act

Mandate:

The Mental Health Review Board is an independent administrative tribunal that conducts hearings to review and decide whether persons committed/detained at any mental health facility in British Columbia should continue to be committed/detained based on criteria in the Act.

Current Appointees:

Arlene Doll (Acting Chair)	Karen Grant	Joseph Martin	Gus Richardson
Maureen Baird	Elizabeth Gray	William Maurice	Tanya Rogers-Rainey
Craig Beattie	Robert Griffiths	Carolyn McCool	Leandre Rupert-Bailey
Joan Bubbs	Harvey Grigg	Renee McFadyen	Kathryn Sainty
L. Ralph Buckley	Natalie Hebert	Marjorie Munkley	Daria Shewchuk
Roger Cardinal	Roger Higgins	Alistair Murray	Linda Smerychynski
Marilyn Carey	Gillian Hodge	Saverio Naccarato	Allen Soroka
Pinder Cheema	Stann Hyatt	Kurt Neuenfeldt	Vance Symonds
Kenmau Chow	Marie Ingram	Elton Ngan	Oleg Tomchenko
Douglas Cochran	Lal John	Hugh Parfitt	Amrik Tung
Danielle Daroux	Guy Joly	Peter Parnell	Ralph Uhlmann
Alexandra Deliyannides	Lynn Kobierski	Alex Perehudoff	Sandra Waddington
Michael Dionne	Ingrid Kolsteren	Irene Peters	Sharel Wallace
Helen Duffy	Diane Lamb	Jennifer Pfliger	Peter Warner
Stanley Eaman	Loraine Lee	Wayne Plenert	John Watt
Derek Eaves	Judith Leong	Dale Pope	Laurie Williams
Tanya Fairweather	Elena Lisiak	June Preston	Kum Wong
Helen Gowans	Irene Lyttle	Linda Rainaldi	Lisa Wong

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: Notaries Public Board of Examiners

Legislative Authority:
Notaries Act

Mandate:
BC Notaries provide non-contentious legal services to the public. The purpose of the Board is to conduct and mark the statutory examinations of all applicants for enrolment as members of the Society of Notaries Public of British Columbia.

Current Appointees:
George E.H. Cadman, QC (Practicing Lawyer)
Marny J. Morin (Notary)
David Peter Ramsay, QC (Educator)

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Cris Forrest
- Director (JAG)
- 250-356-6112

BRIEFING NOTE

CROWN AGENCIES

Name: Oil and Gas Appeal Tribunal

Legislative Authority:
Oil and Gas Activities Act

Mandate:
The Oil and Gas Appeal Tribunal is an independent administrative tribunal that hears appeals from certain determinations issued by the Oil and Gas Commission (or its designate) under the Oil and Gas Activities Act, as well as certain review decisions issued by a review official.

Current Appointees:

Alan Andison (Chair)	Jeffrey Hand	David Searle
Maureen Baird	Bob Holtby	Daphne Stancil
Lorne Borgal	Kent Jingfors	Mike Tourigny
Monica Danon-Schaffer	Gabriella Lang	Gregory Tucker
Cindy Derkaz	James Mattison	Douglas VanDine
Brenda Edwards	Linda Michaluk	Reid White
Les Gyug	John Orr	Robert Wickett
James Hackett	Howard Saunders	Norman Yates

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: Property Assessment Appeal Board

Legislative Authority:
Assessment Act

Mandate:

The Property Assessment Appeal Board is an independent administrative tribunal that: determines property assessment appeals from across the province on valuation, classification and exemption issues; and completes appeals as quickly as possible at minimum cost to all parties. Appeal decisions are made in a timely manner and in accordance with the Assessment Act, previous Court and Board decisions, applicable appraisal principles and the principles of natural justice and procedural fairness.

Current Appointees:

Simmi Sandhu (Chair)
John Bridal
Winton Derby
Larry Dybvig
Bill Everett
Dianne Flood
Robert Fraser
Erin Frew
Bruce Turner

Jeffrey Hand
Mandy Hansen
Christopher Hope
James Howell
Howard Kushner
David Lee
Michael Litchfield
Blair Lockhart
Candace Watson

Bruce Maitland
Robert Metcalf
Liisa O'Hara
Dale Pope
Donald Risk
Jeremy Sibley
Audrey Suttorp
Kenneth Thornicroft

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: Public Guardian and Trustee

Legislative Authority:

Public Guardian and Trustee Act

Mandate:

The Public Guardian and Trustee (PGT) is a corporation sole established under the Public Guardian and Trustee Act. In carrying out its client related decision making responsibilities, the PGT is independent of government. The PGT reports to the Legislative Assembly through the Minister of Justice and Attorney General.

The PGT has a unique statutory role to protect the interests of British Columbians who lack legal capacity to protect their own interests. The mandate of the PGT is to:

- Protect the legal and financial interests of children and youth under the age of 19 years;
- Protect the legal, financial, personal and health care interests of adults who require assistance in decision making; and
- Administer the estates of deceased and missing persons, and act as trustee of personal trusts.

The PGT exercises quasi-judicial authority in specific situations as a result of obligations created by statutory law. The PGT provides the court with reliable independent submissions when the property or financial interests of minors, vulnerable adults or estates are at risk. The PGT has a fiduciary duty to advance the private interest of its clients even if they are not aligned with the interests of government.

Current Appointees:

Catherine Romanko, Public Guardian and Trustee.

Appointments Required:

- None

Issue(s):

- None

Key Contact:

- Catherine Romanko
- Public Guardian and Trustee
- 604-660-4489

BRIEFING NOTE

CROWN AGENCIES

Name: Safety Standards Appeal Board

Legislative Authority:
Safety Standards Act

Mandate:

The Safety Standards Appeal Board is an independent administrative tribunal that resolves appeals from decisions made under the Safety Standards Act and the Homeowner Protection Act to determine if the decisions were fairly made in accordance with the provisions of the legislation and the principles of natural justice.

Current Appointees:

Emily Drown (Chair)

Marc Dixon

Jeffrey Hand

Terrance Bergen

Tim Haaf

Ted Simmons

Appointments required:

- **30 Days:** One member's term expires on May 31, 2017.

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

BRIEFING NOTE

CROWN AGENCIES

Name: Surface Rights Board

Legislative Authority:

Petroleum and Natural Gas Act

Mandate:

The Surface Rights Board is an independent tribunal that serves as mediator in any dispute which may arise between owners of surface and mineral or petroleum rights. If a mutually acceptable settlement cannot be reached through mediation, the Board has the authority to arbitrate a decision, specifying whether or not a right of entry order is granted and determining the conditions of entry and compensation to be paid.

Current Appointees:

Cheryl Vickers (Chair)
Howard Kushner

Winton Derby
Simmi Sandhu

Robert Fraser

Appointments required:

- None

Issue(s):

- None

Key Contact:

- Jason Pallan
- Director (JAG)
- 250-217-6134

Tab 7

BRIEFING NOTE CROWN CORPORATIONS

Name: Legal Services Society

Mandate:

The Legal Services Society (LSS) is an operationally independent agency with a statutory mandate under the Legal Services Society Act to:

- Establish and administer an effective and efficient system for providing legal aid to individuals in British Columbia;
- Assist individuals to resolve their legal problems and facilitate access to justice; and
- Provide advice to the Attorney General respecting legal aid and access to justice.

Financial Information (high level):

The Province provides the majority of the funding for LSS. The provincial transfer portion of the LSS budget for 2017/18 is \$77.6M, or 95% of its total budgeted revenue of \$81.8M. This includes a three year funding commitment of \$8.4 M (\$2.8M per annum) to address expansion of the Parents Legal Centre pilot to one or more locations; Surrey is the first priority for 2017/18.

In addition to standard legal aid services, this provincial transfer to LSS includes funding for other initiatives such as major cases, community and drug courts, certain federally-prosecuted cases, and the development of innovative ways to deliver legal aid services.

The non-government portion of the LSS budget is \$4.2M for 2017/18, which is received from the Law Foundation, Notary Foundation and income from LSS investments.

Issue(s):

- **30 Days:** Successor 3-year Memorandum of Understanding between LSS and the province.
- **30 Days:** s.16,s.17
s.16,s.17

Appointment Status:

- **90 Days:** One current vacancy.
- **90 Days:** An expected upcoming vacancy.
- **90 Days:** The Chair's term is up for replacement in April.