

Ministry of Municipal Affairs  
Transition Binder – October 2024

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**PLACEHOLDER**



**PLACEHOLDER**





**MINISTRY PROFILE**

**Ministry:** Municipal Affairs

**Ministry Mandate:**

The Ministry of Municipal Affairs helps make B.C. communities great places to live by taking leadership in supporting local governments, not-for-profit organizations and residents to build vibrant and healthy communities that are well governed, liveable, safe and diverse as well as economically, socially and environmentally resilient.

In addition to supporting local governments, the Ministry supports newcomers to settle and integrate into the province, facilitates economic immigration to address B.C.’s labour market needs and attracts international entrepreneurs.

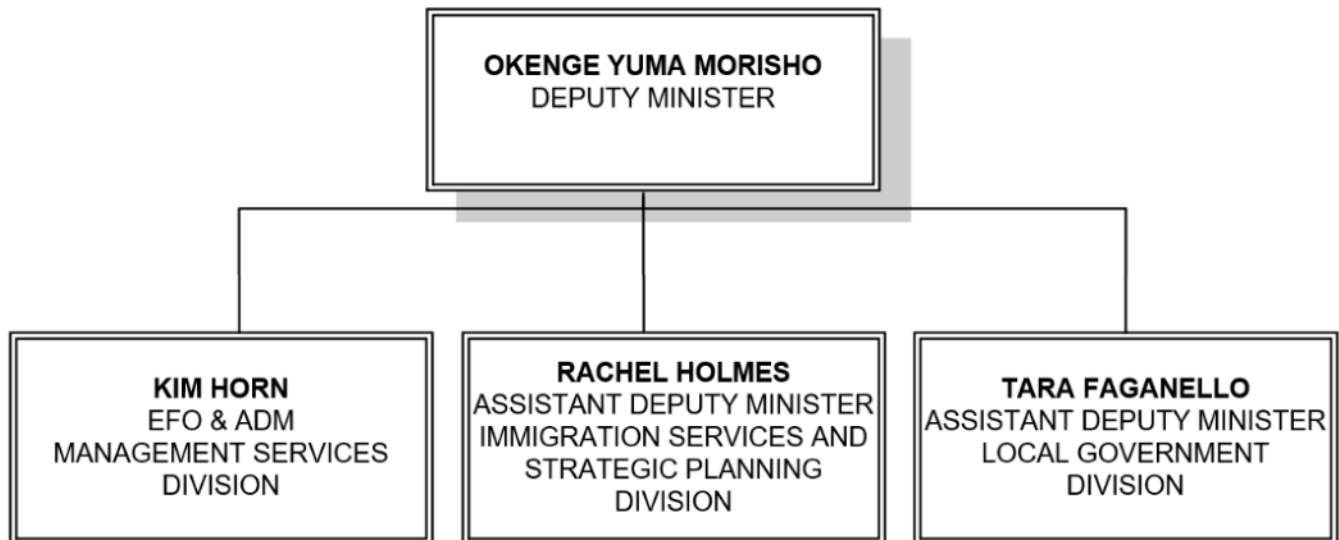
The Ministry also administers the Community Gaming Grants program, oversees the University Endowment Lands and works with public library partners to sustain the public library system.

The effective delivery of the Ministry’s mandate relies on key legislation, including: the *Community Charter*, the *Vancouver Charter*, the *Local Government Act*, the *Municipal Aid Act*, the *Municipal Finance Authority Act*, the *University Endowment Land Act*, part six of the *Gaming Control Act*, the *Islands Trust Act*, the *Provincial Immigration Programs Act*, the *Ministry of International Business and Immigration Act*, and the *Library Act*.

**Full Time Equivalents (FTEs):**

370.09 (including 79.35 under Management Services Division that also supports Ministry of Tourism, Arts, Culture and Sports, Ministry of Labour and Ministry of Jobs, Economic Development and Innovation) as of 30 June 2024.

**Executive Organizational Chart:**



## Budget:

(\$000s)	2023/24 Restated Estimates <sup>1</sup>	2024/25 Estimates	2025/26 Plan	2026/27 Plan
<b>Operating Expenses</b>				
Local Government	221,845	222,432	222,471	222,471
Immigration Services and Strategic Planning	24,912	40,956	42,315	42,315
Executive and Support Services	9,140	10,035	10,035	10,035
University Endowment Lands Administration Account	13,565	14,882	15,133	15,320
<b>Total</b>	<b>269,462</b>	<b>288,305</b>	<b>289,954</b>	<b>290,141</b>
<b>Capital Expenditures</b>				
Executive and Support Services	2	2	2	2
University Endowment Lands Administration Account	833	4,833	1,700	1,300
<b>Total</b>	<b>835</b>	<b>4,835</b>	<b>1,702</b>	<b>1,302</b>

<sup>1</sup> For comparative purposes, amounts shown for 2023/24 have been restated to be consistent with the presentation of the 2024/25 Estimates.



# Ministry of Municipal Affairs

## 2024/25 – 2026/27 Service Plan

February 2024



For more information on the Ministry of Municipal Affairs contact:

PO Box 9056 Stn Prov Govt

Victoria, B.C. V8W 9E2

Vancouver 604-660-2421 Victoria 250-387-6121

Or visit our website at

<https://www.gov.bc.ca/muni>

Published by the Ministry of Municipal Affairs

## Minister's Accountability Statement



The Ministry of Municipal Affairs 2024/25 – 2026/27 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.

A handwritten signature in black ink, appearing to read "Anne Kang".

Honourable Anne Kang  
Minister of Municipal Affairs  
February 9, 2024



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## Strategic Direction

In 2024/25, the Government of British Columbia will remain focused on providing the services and infrastructure that people depend on to build a good life. Government will continue delivering results that matter to British Columbians including helping people with costs, attainable and affordable housing, strengthened health care, safer communities, and a secure, clean and fair economy. Government will continue working collaboratively with Indigenous Peoples as it implements the Action Plan for the Declaration on the Rights of Indigenous Peoples Act and delivers initiatives that advance reconciliation in ways that make a difference in communities throughout the province.

This 2024/25 service plan outlines how the Ministry of Municipal Affairs will support the government's priorities including the foundational principles listed above and selected action items identified in the January 2024 [Minister's Mandate Letter](#).

## Purpose of the Ministry

The Ministry of Municipal Affairs helps make B.C. communities great places to live by taking leadership in supporting local governments, public libraries, not-for-profit organizations and residents to build vibrant and healthy communities that are well governed, liveable, safe and diverse as well as economically, socially and environmentally resilient.

The Ministry supports newcomers to settle and integrate into the province, facilitates economic immigration to address B.C.'s labour market needs and attracts international entrepreneurs.

The Ministry also oversees the University Endowment Lands and works with public library partners to sustain the public library system.

The effective delivery of the Ministry's mandate relies on key legislation, including the [Community Charter](#), [Vancouver Charter](#), [Local Government Act](#), [Municipal Aid Act](#), [Municipal Finance Authority Act](#), part six of the [Gaming Control Act](#), [Islands Trust Act](#), [University Endowment Land Act](#), [Provincial Immigration Programs Act](#), immigration provisions of the [Ministry of International Business and Immigration Act](#), and [Library Act](#).

## Operating Environment

Employers across British Columbia and the rest of Canada continue to report that they are having challenges finding the workers they need. In response, the federal government has set ambitious national immigration targets in the coming years to help meet the labour needs of employers, including a target of 500,000 new permanent residents coming to Canada in 2025. In this context, British Columbia will welcome an increasing number of immigrants, and has requested the federal government to allow the B.C. Government to bring forward more BC Provincial Nominee Program nominations to increase immigrants with the skills that are needed by B.C. employers.



Local governments and service providers continue to be challenged by inflation, labour markets, material shortages and supply chain restrictions, impacting affordability through escalating costs. These pressures are expected to continue driving up capital project costs. Climate-driven events like wildfires, atmospheric rivers and drought conditions will continue to prioritize the rebuilding of local and provincial infrastructure with greater resilience.

Housing supply and affordability continue to be a priority in every community around the province. Recent legislative changes to support development of greater and more diversified housing supply will align housing needs, official community plans, site-specific zoning and development finance. These changes will require local governments to focus on rapidly removing barriers to housing development and preparing services, infrastructure, and amenities to support growth at the local level.

Updated emergency and disaster management legislation reflects the realities of today's world, taking into account global pandemics, security threats and climate change. Current legislation shifts from a focus on emergency response, to the four pillars of emergency management, with an emphasis on disaster risk reduction as outlined in the [Sendai Framework](#). The role of local governments in preparing for and responding to emergencies has been changing, so that local governments will now need to rethink, revisit, and revise aspects of their emergency management programs to account for Indigenous partnerships and a broader range of hazards.

The Ministry will continue to approach these challenges by strengthening relationships with local governments individually and collectively through the [Union of British Columbia Municipalities](#), by deepening understanding of the needs and realities of Indigenous communities, by renewing partnerships with provincial agencies involved in the development of urban and rural communities, and by seeking opportunities for increased partnerships with the federal government.

## Economic Statement

B.C.'s economy posted modest growth last year as interest rate increases weighed on the economy, and employment continued to expand, supported by immigration. Inflation in the province continued to ease and the Bank of Canada has not raised its policy interest rate since July 2023. The impact of higher rates on borrowing costs and elevated household debt led to lower consumer spending and reduced home sales. Lumber, natural gas and coal prices declined in 2023, reducing the value of the province's goods exports. Meanwhile, there was a record number of housing starts in the province in 2023. There is uncertainty over the transmission of high interest rates to the residential construction sector and the duration of slower growth for the rest of the economy in B.C. and among our trading partners. The Economic Forecast Council (EFC) estimates that B.C. real GDP expanded by 0.9 per cent in 2023 and expects growth of 0.5 per cent in 2024 and 2.1 per cent in 2025. Meanwhile for Canada, the EFC estimates growth of 1.1 per cent in 2023 and projects national real GDP growth of 0.5 per cent in 2024 and 1.9 per cent in 2025. As such, B.C.'s economic growth is expected to be broadly in line with the national average in the coming years. The risks to B.C.'s economic outlook continue to center around interest rates and inflation, including the risk of price





increases stemming from geopolitical conflicts, the potential for interest rates remaining higher for longer, and uncertainty around the depth and timing of the impact on housing markets. Further risks include ongoing uncertainty regarding global trade policies, lower commodity prices, climate change impacts and the volatility of immigration levels.



## Performance Planning

### Goal 1: Strong, sustainable, and well-governed communities

#### Objective 1.1: Further a governance system that considers local government and provincial interests and builds strong relationships for the benefit of all people.

Provincial and local governments have responsibilities that often overlap, intersect and interact. Governments at both levels are therefore most effective when policies and services are coordinated to meet the needs of communities, regions, and the province.

#### Key Strategies

- Work with the Union of British Columbia Municipalities (UBCM) and other local government partners, to ensure the annual UBCM Convention provides a comprehensive exchange of ideas and optimizes cooperation and collaboration among the province, UBCM, individual local governments, and UBCM First Nations members.
- Support local governments in building respectful relationships and fostering meaningful and lasting Reconciliation with First Nations, consistent with the *Declaration on the Rights of Indigenous Peoples Act* (Declaration Act), as the province's framework for Reconciliation. Collaborate with UBCM on providing advice to local governments. Under the *Declaration Act*, continue to meet, engage, and collaborate with First Nation communities and Indigenous partners and organizations.
- Review and enhance the policy, legislative and education framework for local governments where needed, including working with key stakeholders and partners to move forward on provincial priorities, and make progress on established initiatives.
- Provide advice, resolve problems, and give targeted support and oversight on a range of local and regional governance matters of local government and provincial interest, both directly, and in partnership with others.
- Work with public libraries, local governments and library partner associations to sustain a public library system that is effectively governed and accountable, where provincial funding helps extend local services and improve access throughout B.C.

#### Discussion

Establishing relationships and developing capacity and skills are critical in the initial years of local elected officials' terms. The ministry achieves this through inter-agency and regional gatherings, establishing opportunities for dialogue and support for structured educational initiatives like the Local Government Leadership Academy.

Evolving provincial initiatives under the Declaration Act impact the context of land use management, services, governance strategies and representation for local governments. As independent governments, municipalities and regional districts in British Columbia are engaged in implementing the [Truth and Reconciliation Commission Calls to Action](#), and look to



the province for guidance on implementation of the *Declaration on the Rights of Indigenous Peoples Act*, to understand emerging obligations and support changes throughout communities.

## **Objective 1.2: Maintain local governments' financial sustainability so they can meet the service needs of their communities.**

The Ministry of Municipal Affairs supports local governments with their legislated financial responsibilities to promote the long-term sustainability of the local government system. This includes support for a system of joint borrowing that results in significant savings on interest costs, benefiting local governments of all sizes. The Ministry also recognizes the need to examine economic issues that currently impact local governments and to consider the financial system in light of these issues.

### **Key Strategies**

- Support ministries and other partners in reviewing the local government financial system, including pressures related to costs, revenues, and property tax impacts.
- Provide advice on local government finance and statutory approvals to support sound financial management practices and stewardship, ensuring fiscal viability.
- Deliver stable, predictable, and timely grant funding for professional administration to smaller and rural local governments throughout B.C. through the Small Community Grants and Regional District Grants.
- Provide targeted funding to municipalities with over 5,000 people for community safety initiatives, through the Traffic Fine Revenue Sharing Program.
- Support the Municipal Finance Authority (MFA) in obtaining a high credit rating, and low rates for borrowing, through oversight of the *Municipal Finance Authority Act*. Support includes setting local government borrowing limits; reviewing and approving loan authorization bylaws and setting financial reporting requirements, and ensuring local government financial data is available to the MFA and the broader public.
- Work with UBCM and Ministry of Finance, through the established Memorandum of Understanding, further to the [Ensuring Local Government Financial Resiliency: Today's Recovery and Tomorrow's New Economy](#) report and recommendations.

### **Discussion**

The emerging economic context of climate change impacts, housing affordability and increases in demand and costs for services have put some communities and their local governments under tremendous pressure for additional revenues. Local governments are primarily reliant on property tax and fees to recover the costs of critical services. As costs of these services and related infrastructure have significantly increased, it has become apparent that communities throughout B.C. have varying levels of capacity to address these costs without impacting service levels.



Community growth and increased housing supply mean local governments will need to fund expanded services and infrastructure. This envisioned future will rely on cost recovery from developers that benefit from growing communities, in addition to property taxes, fees, and grants. Recognizing this, the Ministry is working with the Ministries of Finance and Housing, and with the Union of BC Municipalities to expand the tools that are available to local governments to finance service and infrastructure costs.

In 2023, the regulation that governs grants from the Ministry to local governments was amended to enable non-application conditional grants under the Growing Communities Fund which is helping communities prepare for growth and build the amenities and services needed to support new home construction.

### **Objective 1.3: Support improvement of community and regional infrastructure and local government planning to further the environmental, economic and social health of communities.**

Local government responsibilities for community planning, building, maintaining community infrastructure and approving developments influence the shape of communities for decades, and shape the environmental, social, and economic context for future growth and health.

#### **Key Strategies**

- Encourage resilient, efficient and effective community planning and fiscal and asset management practices to support the development of sustainable communities.
- Support local governments to make effective, integrated and collaborative choices through problem solving, guidance and program support for delivery of local and regional services such as water, recreation and economic development, and integrated sustainable land use, resiliency and infrastructure planning.
- Support the Ministries of Housing, and Transportation and Infrastructure, in advancing the Homes for People plan by supporting local government implementation of measures to accelerate development approvals.
- Support the implementation of the [CleanBC Roadmap to 2030](#) and Climate Preparedness and Adaptation Strategy by enabling local government land use planning and infrastructure projects through initiatives such as the CleanBC Communities Fund and development of the Complete Communities Program.
- Partner with the federal government and other ministries to develop and implement community capital funding programs for local governments and First Nations that build and upgrade local infrastructure including drinking water, wastewater, stormwater, clean energy, recreation facilities and community centres.
- Support ministries and other partners to develop initiatives related to integrated planning, transit-oriented development, clean transportation, regional growth strategies, energy and the environment, and housing supply and affordability.



**Discussion**

Local governments face pressure to manage immediate concerns while also considering decisions about development and infrastructure that have long-term impacts. The choices local governments make in the form, quantity and location of development approvals and scale, placement and technology of infrastructure to support development have impacts that last for decades, while also meeting urgent needs for affordable homes, a healthy and clean environment, community safety and an economy that supports local jobs.

Provincial and federal resources have traditionally been accessible for major capital projects that support the current population to make infrastructure renewal more affordable. Development and growth have been expected to cover the cost of expanding infrastructure to meet the additional demand placed on services.

In response to the urgency of the housing crisis, government has made several inter-related changes to the legislative framework to unlock housing development and create more predictability in the funding of growth-related infrastructure and amenities. The ministry will work with Ministry of Housing to assess implementation of the broader categories of development cost charges and the introduction of amenity cost charges approaches, and consider measures to fine-tune development finance and monitor the impacts as needed.

**Performance Measures**

Performance Measure	2023/24 Forecast	2024/25 Target	2025/26 Target	2026/27 Target
1.1 Ministry of Municipal Affairs meetings with UBCM Executive, and UBCM member local governments and First Nations, and regional meetings with local government leaders.	275+	275+	275	275

Data source: Meeting schedules (calendar meeting invites) and agendas for senior staff and Minister’s meeting at UBCM Convention and throughout the year. Meetings with Ministry staff that occur at UBCM Convention are included, but other meetings are not counted.

**Discussion**

The ministry meets with local governments on a wide variety of topics throughout the year to hear their experiences and perspectives and look for opportunities to align interests and priorities and to resolve pressing concerns. The relationship between the Minister of Municipal Affairs and the UBCM Executive highlights the role of the Minister as a conduit of communication and advocacy between local governments collectively and the provincial Cabinet. The Minister typically joins the UBCM Executive for a portion of their meetings quarterly and collaborates with them on bringing together local and provincial government leaders for the annual UBCM Convention.



The UBCM represents 196 municipalities, regional districts, First Nations, and the Islands Trust, and is a key partner in the province’s relationship building with local governments providing a common voice for local elected officials. As the host Minister for the annual UBCM Convention, the Minister of Municipal Affairs typically meets directly with over a quarter of the UBCM members to discuss local matters. The ministry also manages over 400 meeting requests and schedules for other ministries and agencies at UBCM Convention, bringing them together with UBCM members to discuss topics of interest.

Meetings with individual local governments and regional local leaders also occur throughout the year as interest and issues arise, with both the Minister and senior executives and program staff. For example, in 2023 meetings were held with the Municipal Affairs Minister and staff, Ministry of Emergency Management and Climate Readiness senior staff and local governments to provide updates on the wildfire and drought situation, including the provincial response, and to answer local governments’ questions.

Meetings with both the Minister and senior staff have increased over the past three years with the ability to meet either online or in person depending on the issue or circumstances and the increase noted above reflects this trend.

Performance Measure	2023/24 Forecast	2024/25 Target	2025/26 Target	2026/27 Target
1.2 Municipal Finance Authority’s Credit Rating	AAA	AAA	AAA	AAA

Data source: [Municipal Finance Authority](#) Ratings provided by the Moody’s, Standard & Poor’s, and Fitch rating agencies

**Discussion**

A strong credit rating of the MFA results in more affordable borrowing for major projects and reflects the sustainability of the local government financial system, which gives local governments the freedom to engage in capital projects that touch the lives of people in B.C. every day.

The value of the strong MFA credit rating increases as interest rates rise, allowing infrastructure that is financed over a 30-year term to be significantly more affordable for local governments. This results in sustainable local government services at reduced property tax cost for community members. This measure reflects both the effectiveness of provincial financial oversight and the design of the financing model that ensures regional and provincial-scale support to make payments in the unlikely event that an individual local government is unable to raise sufficient revenues to service its debt.

**Goal 2: Communities and regions are resilient, with economies that work for British Columbians**

Communities and regions in British Columbia are in the midst of cultural, social, environmental and economic shifts. Changing contexts for community and regional governance require both near-term adaptation and long-term thinking about a desirable future state.



## **Objective 2.1: Local governments are implementing strategies to improve community sustainability and affordability**

### **Key Strategies**

- Continue to leverage ministry infrastructure funding programs to encourage local governments to innovate, and to prioritize projects that deliver environmental, economic and/or social benefits.
- Partner with other ministries and other levels of government to support opportunities for local governments that improve their social and economic development. This could include urban/rural economic development, First Nations' relationships, emergency preparedness, viable transit options and reducing homelessness, as well as addressing mental health and addictions, childcare and poverty reduction.
- In collaboration with the Union of British Columbia Municipalities and the Climate Action Secretariat, renew the work of the joint Provincial-UBCM Green Communities Committee to support local governments in achieving local and provincial climate objectives.
- Support ministries and work with local governments to advance integrated and sustainable land use, infrastructure and transportation planning.
- Support partner ministries in advancing initiatives and legislative supports to enable increased pace and volume of affordable housing projects in communities and the infrastructure and finance tools to enable that development.
- In partnership with the federal government and the Union of British Columbia Municipalities, continue to implement the Canada Community Building Fund that came into effect on April 1, 2014. Engage in effective negotiations to establish the next agreement to ensure continuity of the Fund from 2024 onward.
- Promote the effective development, adoption, and implementation of Regional Growth Strategies.

### **Discussion**

Local governments have significant impacts on community sustainability and affordability through sustainable land use decisions to create complete, compact and energy efficient communities and regions. These decisions can lead to more diverse housing, greenspace and renewable energy and transportation, and are an opportunity to integrate social and economic objectives that improve equity, protect against disaster risk, and cultivate new businesses and economies. Investing in efficient and innovative infrastructure reduces borrowing and operating costs into the future, leaving more resources and flexibility to respond to emerging community needs. The ministry will continue to work strategically with public libraries and service partners to make use of the \$45 million investment from March 2023, sustaining and enhancing public library services throughout the province.



## **Objective 2.2: Communities have the water and waste management infrastructure to thrive**

Local and regional economies rely on homes and businesses having access to clean, safe drinking water and adequate waste management. This critical infrastructure provides a basis for affordable communities, public health and environmental protection, and is a priority for creating effective recovery conditions in the wake of natural disasters.

### **Key Strategies**

- Administer funding for local governments to help them achieve provincial water and waste management objectives (for example, the joint federal/provincial Environmental Quality Program helps communities to fund essential infrastructure).
- Monitor approved projects and advise on strategies to ensure project completion.
- Provide tools and resources to local governments to assist them in conserving and protecting water resources.
- Encourage local governments to use liquid and solid waste as a resource and maximize the recovery value.
- Through the grant programs and in partnership with Asset Management BC support the implementation of sound asset management practices for public infrastructure.
- Promote the use of effective life-cycle cost approaches to support local government land use and infrastructure planning resulting in sustainable service delivery.

### **Discussion**

Funding water and waste management projects supports communities with achieving federal or provincial government-related provincial and federal -health or environmental standards. They assist in driving best practice in infrastructure management in line with provincial objectives, including efficient use of resources, environmental protection, and responsible infrastructure management practices for sustainable service delivery. These policies influence local government practice beyond those projects that are directly funded. Water and waste management are core community services that support all other services, businesses, and the public health of residents.

## **Objective 2.3: Communities impacted by extraordinary emergencies are resilient and their governance, financial, planning and infrastructure are supported to recover**

Given the broad impacts of the pandemic and natural disasters such as extreme heat, wildfires, and floods on communities, this area of focus is on monitoring and supporting as communities work to re-establish services, adjust financial plans, and ensure good governance.





**Key Strategies**

- Work with local governments, UBCM and other partners to share information, monitor local government system impacts and respond to issues that arise.
- Provide guidance, advice and problem solving for communities, including initiating actions when required (e.g., Minister’s orders, policy and legislative change), and collaborate with the Ministry of Emergency Management and Climate Readiness in the development of modernized emergency management legislation.
- Ensure infrastructure projects approved through economic recovery funding and disaster recovery support meet reporting requirements and achieve completion.
- Monitor and support specific communities impacted by emergencies, to coordinate governance, infrastructure, operations, finances, and planning activities to bridge from response into recovery and beyond from events with severe environmental and economic impacts.

**Discussion**

The layering of widespread and regional or local emergencies leads to differing degrees of disruption and challenges for communities and their civic institutions. Developing resiliency and collaborating on recovery requires partnership among multiple orders of government and across sectors to bring communities back from extraordinary emergencies.

The Ministry is continuing to consolidate the learning and experience of supporting local governments through the COVID-19 pandemic and subsequent extraordinary emergencies into its ongoing program and policy work and is proactively monitoring communities experiencing emergencies to determine any necessary governance and operations supports.

**Performance Measures**

<b>Performance Measure</b>	<b>2023/24 Forecast</b>	<b>2024/25 Target</b>	<b>2025/26 Target</b>	<b>2026/27 Target</b>
2.1a Funded water and wastewater projects reaching completion. <sup>1</sup>	14	32	26	12
2.1b Funded community, culture, or recreation projects reaching completion. <sup>2</sup>	28	49	15	1
2.1c Funded energy efficiency projects reaching completion. <sup>3</sup>	9	22	14	11
2.1d Funded community recovery infrastructure projects reaching completion. <sup>4</sup>	60	9	1	2

Data source: Program applications and approvals, Ministry of Municipal Affairs.

<sup>1</sup>Water and wastewater infrastructure may be funded under the ICIP Green Infrastructure (Environmental Quality program) or Rural and Northern Communities streams.



<sup>2</sup>Community, culture and recreation infrastructure may be funded under the ICIP Community, Culture and Recreation, or Rural and Northern Communities streams.

<sup>3</sup>Community infrastructure that reduces greenhouse gas emissions using clean or renewable energy or that improve energy efficiency may be funded under the ICIP Green Infrastructure (CleanBC Communities Fund) stream.

<sup>4</sup>Includes Disaster Recovery Support (such as for local government infrastructure following November 2021 floods) and ICIP COVID-19 Resilience Infrastructure stream (ICIP-CVRIS) projects. Project scope may include retrofits/repairs/upgrades to local government and Indigenous buildings, health or educational infrastructure, COVID-19 resilience infrastructure, active transportation, and disaster mitigation and adaptation infrastructure projects.

**Discussion**

The Investing in Canada Infrastructure Program (ICIP) cost-shares infrastructure investments between the governments of Canada and British Columbia, local governments and other partners over 10 years. Ministry of Municipal Affairs administers four of the five infrastructure funding streams: COVID-19 Resilience; Community, Culture and Recreation; Rural and Northern Communities; and Green Infrastructure (CleanBC Communities, Environmental Quality, and Adaptation, Resilience and Disaster Mitigation). Although application intakes have closed, construction of funded projects is expected to continue through 2027.

Projects typically take multiple years for planning, design and construction to be completed, with outcomes occurring after work has been completed. In the interim, the Ministry monitors funding and ensures accountability of projects through the review of regular progress reports, budget forecast reports and claims.

ICIP projects are delivered by local governments, First Nations, and in some cases, not-for-profits, with the province administering and monitoring grant funding. Forecasts and targets from 2023/24 to 2026/27 have changed since the last plan and reflect estimated timelines established for the projects by the project proponents. Changes reflect that more projects have been approved, and the timing of project completion varies due to project specific factors including construction delays (such as from material and labour availability, weather, etc.), time required for planning, seeking appropriate permits, and consultation, and projects proceeding more quickly than initially anticipated. Project timelines continue to be within parameters of the federal-provincial funding program.

Performance Measure	2023/24 Forecast	2024/25 Target	2025/26 Target	2026/27 Target
2.2 Funded projects from local governments, indigenous communities, and non-profits funded under the Northern Healthy Communities Fund.	70	24	20	N/A

Data source: Northern Development Initiative Trust (Deliver Agency) Program Tracking Documentation, Program Budget Allocation and LNG Canada/Coastal Gas Link Construction Schedule.

**Discussion**

The application-based \$25 million Northern Healthy Communities Fund (NHCF), administered by the Northern Development Initiative Trust (NDIT), supports initiatives that assist communities to remain healthy, sustainable, and resilient in the face of rapid and large-scale



economic development and associated need for enhanced social service readiness. Given the immediacy of the current economic development activities, the NHCF is focusing on communities adjacent to the LNG Canada and Coastal GasLink projects. While uptake was slow in some intake periods, program subscription has recently increased as NDIT staff continue to work directly with communities in support of their applications. The fund is expected to be fully expended by the 2026/27 fiscal year.

### **Goal 3: Communities are vibrant, inclusive, and enriched by the contributions of newcomers**

#### **Objective 3.1: International talent helps to address B.C.'s skills need and support sustainable economic development in communities across the province.**

This objective focusses on how province-led immigration policy and program delivery support broader provincial goals relating to sustainable economic development. The Ministry relies upon several levers to do this, including administering the BC Provincial Nominee Program, collaboration with community and other partners, and federal advocacy. These levers afford the province the ability to prioritize occupations in essential sectors as well as regions outside the Metro Vancouver Regional District.

#### **Key Strategies**

- Align immigration policies and programs to provincial priorities and community needs.
- Continue to work with the Ministry of Post-Secondary Education and Future Skills to identify how immigration can best meet the skills needs of B.C.'s economy.
- Use B.C.'s Provincial Nominee Program (BC PNP) to help build a sustainable economy that creates opportunities for everyone by supplementing the workforce in occupations that the domestic workforce cannot fully supply by itself.
- Use the BC PNP to select nominees who will encourage regional development by settling in communities outside of major urban centers.
- Through B.C.'s PNP Entrepreneur Immigration Regional Stream, support regional communities to grow their economies and create jobs by attracting international entrepreneurs.
- Employ targeted initiatives and expanded collaboration to enhance attraction and retention of newcomers in rural, interior and coastal communities in B.C.

#### **Discussion**

The BC PNP is the only tool available to the province to directly select economic immigrants who will be coming to live and work in B.C. and create economic benefit.

The province has prioritized applications from tech sector workers for the BC PNP since 2017. In 2022, this practice was expanded to support other sectors with skill shortages, such as workers in the "care economy" (health care and early childhood education) occupations.



Historically, immigrants are attracted to major urban centres, but their skills and talents are needed across the province. Recent changes to the BC PNP enable the province to focus more on meeting B.C.'s labour market needs in areas outside of the Metro Vancouver Regional District.

In addition, the BC PNP Entrepreneur Immigration Regional stream supports the attraction of foreign entrepreneurs proposing a new business in areas with less than 75,000 population. Communities from across the province are participating in this initiative, which began as a pilot in 2019 and will transition to a permanent stream after March 2024.

Fully integrating newcomers into B.C.'s economy is essential for meeting the labour market needs over the coming decade. The Ministry supports the integration of newcomers through settlement programs that help immigrants contribute their full potential to the province (see Objective 3.2).

### **Objective 3.2: Provide grants and services to help communities thrive and to support newcomers to settle and integrate.**

Newcomers continue to play a critical role in supporting strong and vibrant communities across this province. Offering a wide range of labour market and settlement supports help to enhance their social and economic integration while building community capacity.

#### **Key Strategies**

- Distribute \$140 million in Community Gaming Grants to not-for-profit organizations throughout B.C. to support their delivery of ongoing programs and services that meet the needs of their communities.
- Help skilled newcomers achieve employment in their field through the Career Paths for Skilled Immigrants program.
- Increase supports for newcomers to integrate into communities and workplaces with the launch of new and expanded settlement programs.

#### **Discussion**

The Community Gaming Grants branch monitors its progress in distributing grant funds requested by not-for-profit organizations that have demonstrated community support over the course of the fiscal year so that all eligible applicants may benefit wherever they are located in the province. Past grant expenditures are reviewed for compliance with the terms and conditions as well as the intended use under which it was supplied.

Newcomers arriving in B.C. can face a variety of employment barriers, including inadequate language skills and unrecognized credentials, which hinder their ability to reach their full potential in B.C.'s workforce. To address this, the Ministry has the Career Paths for Skilled Immigrants program. It offers short-term skills and language training, job placements and credentialing support tailored to individual skills and education, with a goal to help people work in jobs that match their experience and background. This personalized support for



newcomers complements efforts in other ministries to streamline international credential recognition processes for regulated occupations.

Additionally, the need for settlement supports continue to grow. With the rapid population growth in B.C. driven by temporary migration, the province has increased funding for settlement services from \$6 million annually to approximately \$26 million annually, starting in April 2024. This will help ensure newcomers have the supports they need to thrive through their settlement journey. As a result, redesigned settlement programs will launch in spring 2024 that focus on broad supports, including information, resources and referrals so clients can thrive in today’s labour market and establish connections in the workplace and community. Clients include a wide range of temporary residents and naturalized Canadian citizens. With the increased funding, supports also include a new program focused on specialized services for refugee claimants, with the goal of reducing their vulnerability and increasing community connection. These new programs replace the previous BC Settlement and Integration Services program.

**Performance Measures**

Performance Measure	2021/22 Baseline	2023/24 Forecast	2024/25 Target	2025/26 Target	2026/27 Target
3.1 Percentage of BC Provincial Nominee Program nominees living and working in regional communities outside Metro Vancouver.	24%	33%	30%	33%	35%

Data source: Internal Ministry of Municipal Affairs tracking

**Discussion**

The province is planning for a long-term increase in the proportion of immigrants who live and work outside of Metro Vancouver.

An increase in the overall number of BC PNP nominations is anticipated over the next few years. Therefore, the absolute number of regional immigrants will increase even if the percentage share does not. For example, in the 2021-22 Fiscal Year, 1556 out of 6506 nominations made up the 24 per cent regional share. In the 2023-24 Fiscal Year, the total number of nominations is expected to be approximately 8200, so a 24 per cent regional share would amount to about 1968 nominations, even without a percentage increase.

Changes that the BC PNP made in November 2022 to prioritize regional applicants have been even more successful than anticipated. Also, a higher percentage of healthcare and ECE nominees are working in the regions. For these reasons, the program has increased its regional target to be at least 30 per cent in FY 2024/25 (up from a previously planned 28 per cent). While the forecast for the current fiscal year is even higher than that, the BC PNP needs to review the quality of outcomes of those regional nominees to ensure strong retention in regional communities in advance of considering increases to future targets.



Performance Measure	2023/24 Forecast	2024/25 Target	2025/26 Target	2026/27 Target
3.2 Percentage of Career Paths Clients employed in their field upon program completion.	70%	70%	70%	70%

Data source: Internal Ministry of Municipal Affairs tracking

**Discussion**

The Career Paths for Skilled Immigrants program continues to see steady client intake numbers, building on the stabilization from the previous fiscal. Due to the increased cost of living, some clients continue to focus on immediate employment rather than pursuing sometimes lengthy recredentialing processes. Despite this, the target of 70 per cent of clients employed in their field upon program completion continues to be reached. The Ministry will continue to monitor program trends closely and make responsive shifts as required to ensure this program is accessible for skilled arrivals to B.C.



# Financial Summary

(\$000s)	2023/24 Restated Estimates <sup>1</sup>	2024/25 Estimates	2025/26 Plan	2026/27 Plan
<b>Operating Expenses</b>				
Local Government	221,845	222,432	222,471	222,471
Immigration Services and Strategic Planning	24,912	40,956	42,315	42,315
Executive and Support Services	9,140	10,035	10,035	10,035
University Endowment Lands Administration Account	13,565	14,882	15,133	15,320
<b>Total</b>	<b>269,462</b>	<b>288,305</b>	<b>289,954</b>	<b>290,141</b>
<b>Capital Expenditures</b>				
Executive and Support Services	2	2	2	2
University Endowment Lands Administration Account	833	4,833	1,700	1,300
<b>Total</b>	<b>835</b>	<b>4,835</b>	<b>1,702</b>	<b>1,302</b>

<sup>1</sup> For comparative purposes, amounts shown for 2023/24 have been restated to be consistent with the presentation of the 2024/25 Estimates.

\* Further information on program funding and vote recoveries is available in the [Estimates and Supplement to the Estimates](#).



## Appendix A: Public Sector Organizations

As of February 9, 2024, the Minister of Municipal Affairs is responsible and accountable for the following organizations:

### **Islands Trust Conservancy**

The Islands Trust is a federated body established in 1974 under the *Islands Trust Act*. The Trust is responsible for planning and regulating land use and protecting special places throughout the Islands Trust Area. The Islands Trust Conservancy Board consists of three Islands Trust trustees and up to three members of the public appointed by the Minister of Municipal Affairs.

### **Board of Examiners**

The principal goal of the provincial Board of Examiners is to improve the professional skills of local government employees throughout British Columbia. The Board is responsible for awarding scholarships and certificates to local government employees who meet the standards of qualification in local government administration. The Board is appointed by the Lieutenant Governor on the recommendation of the Minister, based on the nomination of one member by each of the Union of British Columbia Municipalities, the Local Government Management Association and the Minister of Municipal Affairs.





## EXECUTIVE MEMBER BIOGRAPHY



**Name:** Okenge Yuma Morisho

**Title:** Deputy Minister, Deputy Minister's Office

**Ministry:** Municipal Affairs

**Biography:**

Okenge Yuma Morisho was appointed Deputy Minister (DM) of Municipal Affairs on November 26, 2020. Prior to this appointment, he served as DM and Head of the BC Public Service Agency, DM of Intergovernmental Relations, and Associate DM (as well as ADM) with the Ministry of Jobs, Tourism and Skills Training.

Before joining the BC Public Service in April 2015, Okenge worked 15 years in the Federal Public Service. During his time in Ottawa, Okenge had the opportunity to work on complex domestic and international policy issues (notably with the Privy Council Office) and led the development and implementation of key stakeholder engagement strategies (notably with Environment Canada). Okenge holds a Law degree (LL.L) and an M.B.A. from the University of Ottawa, as well as an Executive Certificate in Negotiation from the University of Notre Dame.



## EXECUTIVE MEMBER BIOGRAPHY



**Name:** Tara Faganello

**Title:** Assistant Deputy Minister, Local Government Division

**Ministry:** Municipal Affairs

**Biography:**

Tara was appointed Assistant Deputy Minister of the Local Government Division in July 2015. In her role, Tara provides provincial leadership to support local governments and related partners in delivering programs and services which are key to vibrant, healthy, well-governed communities. Tara is a Certified Professional Accountant with a bachelor's degree in Economics. Prior to this position, Tara was Assistant Deputy Minister and Executive Financial Officer serving the Ministries of Attorney General, Public Safety and Solicitor General, Finance, Labour and Citizens' Services, Office of the Premier, Public Service Agency and various other entities. She has been a dedicated public servant for over 25 years. Prior to joining the Province of BC, Tara worked in the private sector.

Tara's collaborative, results-oriented style and ability to facilitate solutions to complex challenges is complemented by her comfort in managing difficult situations. She is committed to strong partner relationships, maintaining a high performing team and serving the needs of British Columbians.



## EXECUTIVE MEMBER BIOGRAPHY



**Name:** Rachel Holmes

**Title:** Assistant Deputy Minister, Immigration Services and Strategic Planning Division

**Ministry:** Municipal Affairs

**Biography:**

Rachel began her BC Public Service career in 2003 and has served in several leadership positions, including Executive Director roles responsible for Social Innovation, Reconciliation Strategy, and Indigenous Social Policy. She also served as Government Lead for the Government Non-Profit Initiative and was B.C.'s representative on the National Inquiry into Missing and Murdered Indigenous Women and Girls. Rachel holds a Bachelor of Arts Honours degree in Political Science and a Master of Arts degree in Anthropology, Sociology and Political Science from the University of Victoria, and has completed a professional certification in Strategic Decision and Risk Management from Stanford University.

Prior to joining the public service, Rachel worked in the non-government and academic sectors. Additionally, Rachel has more than a decade of experience as a board member to both provincial and international non-profit organizations, including the National Collegiate Conference Association-National Model United Nations, First Peoples' Cultural Council, Volunteer BC, and Habitat for Humanity, among others. She currently serves as a Catalyst Ambassador for the BC Cancer Foundation and is Chair of Indigenous Relations and Cultural Experiences for the 2025 NMUN Canada conference in Banff.



## EXECUTIVE MEMBER BIOGRAPHY



**Name:** Kim Horn

**Title:** Assistant Deputy Minister and Executive Financial Officer

**Division:** Management Services Division

**Ministry:** Municipal Affairs & Tourism, Arts, Culture and Sport

### **Biography:**

Kim currently serves as ADM/EFO for two ministries and is one of two ADMs in the economy sector with responsibility for Management Services Division, which provides corporate services support to the four ministries within the economy sector. Kim has been with the BC Public Service for more than 15 years, having worked in a variety of different roles within both ministries and central agencies, generally involving complex governance structures and challenging stakeholder landscapes.

Before her current role as ADM/EFO for the Ministries of Municipal Affairs and Tourism, Arts, Culture and Sport, Kim was with the Crown Agencies Secretariat (CAS) between November 2020 and August 2023. Throughout her tenure with CAS, Kim held oversight responsibilities for the Liquor Distribution Branch, BC Lottery Corporation and Insurance Corporation of British Columbia in addition to supporting the BC Ferries file. Prior to her time with CAS, Kim served in several senior roles within the Ministry of Education, with overarching responsibilities for funding and financial accountability within the public and independent school systems. Kim holds a Master's Degree in Public Administration from Queen's University, and Bachelor of Arts from Bishop's University.



## BC IMMIGRATION POLICY STRATEGIC APPROACH

### Ministry of Municipal Affairs

#### Issue:

- Rapid immigration-driven population growth is impacting the province in unprecedented ways. Within its limited jurisdictional role, B.C.'s strategic approach to immigration aims to balance the long-term opportunities and pressures that immigration brings.

#### Background:

##### Immigration-Driven Population Growth

- All of B.C.'s population growth comes from international migration, as B.C. has an ageing population and the lowest fertility rate in Canada.
- B.C.'s population growth rate in 2023 was 3.3%, the highest since 1971. Most of this growth was in the temporary resident (TR) population (primarily work and study permit holders).
- As of April 2024, there were more than 500,000 TRs in the province. The proportion of TRs has increased to a record high where currently one in every eleven B.C. residents is a TR.
- This rapid and unexpected population growth has created pressures on housing supply as well as public infrastructure and services such as healthcare, education, and childcare.
- The Ministry of Municipal Affairs has collaborated closely with the Ministry of Citizens' Services to update provincial population projections based on immigration policy trends.
- A Deputy Minister Working Group on Population was created in 2023 (chaired by the Ministry of Finance) to support cross-ministry conversations around stronger planning for immigration-driven population growth.

##### Provincial Role in Immigration

- Immigration is a shared federal/provincial jurisdiction under the Constitution, but most immigration levers for provinces other than Quebec are controlled federally.
- The BC Provincial Nominee Program (BC PNP) is the province's only direct economic immigrant selection program, and represents about a third of permanent economic immigrants selected each year in B.C.
- B.C. can largely control the policy design of the BC PNP, but Canada sets a limit for how many people B.C. can nominate each year. In 2024, the cap is 8,000.
- Starting in 2022, changes were made to the BC PNP to more strategically align selection criteria to government priorities. These priorities include workers in regions outside Metro Vancouver, and workers in the health care, childcare, construction, and tech sectors.
- These changes have been successful, for example: regional nominations increased from 21% of all nominations in 2020 to 34% in 2023, and the number of health care nominations rose from 172 in 2021 to 779 in 2023.
- The ministry has also expanded the BC PNP's Anti-Fraud and Investigations Unit to prevent and detect immigration fraud and misrepresentation.

s.13; Advice/Recommendations

- The federal government has sole authority over the admission of TRs. The province's role is to:
  - Oversee post-secondary institutions eligible to host international students (Ministry of Post-Secondary Education and Future Skills);



- Register employers seeking to hire foreign workers (Ministry of Labour);
- Request federal exemptions to, or expedited processing for, the labour market test required for some work permits (Ministry of Municipal Affairs); and,
- Provide work permit support letters for provincial nominees awaiting permanent residence (Ministry of Municipal Affairs).
- Canada has primary responsibility for providing settlement and integration services to *permanent* residents (including resettled refugees) and spends \$154M/year in B.C.
- As of April 2024, the province spends \$34M/year on services for newcomers. This budget was quadrupled from pre-2024 previous funding levels due to increased client needs and volumes.
- There are three core provincial programs that provide settlement supports for newcomers through multi-year contracts with community organizations:
  - The BC Newcomers Services program helps TRs, refugee claimants, and naturalized citizens settle into their communities, practice English, and find employment.
  - The Safe Haven program provides specialized services for refugee claimants.
  - The Career Paths for Skilled Immigrants Program helps skilled newcomers get their credentials recognized and find employment in their pre-arrival field.
- The 2021 Canada-B.C. Immigration Agreement defines federal/provincial roles on immigration. The agreement gives B.C. the authority to operate the BC PNP, receive data, and collaborate on foreign workers and international student issues. There is no federal funding attached to this or any other province's immigration agreement (except Quebec).

#### National Immigration Levels

- Canada is required by law to release an immigration levels plan by November 1<sup>st</sup> each year. This plan describes how many permanent residents in each immigration category (e.g. economic, family, humanitarian) Canada will admit in the coming year(s). TRs have not, historically, been capped or included as part of the levels plan.
- National immigration levels for permanent residents have been steadily increasing and will reach an all-time high of 500,000 new permanent residents in 2025.
- Rapid loosening of eligibility requirements in the context of 2022's acute labour shortages and humanitarian crises skyrocketed the number of temporary visas issued by Canada.
- The resulting pressures on housing and health care caused public support for high levels of immigration to plummet. The federal government has recently committed to reducing the number of TRs in Canada from the current 6.8 percent of the national population to 5 percent over the next three years.
- The 2025-2027 federal immigration levels plan that will be released by November 1<sup>st</sup>, 2024, is anticipated to include TR admissions targets, in addition to permanent resident admission targets, for the first time ever.
- Several policy measures have already been taken by Canada to reduce TR numbers, Intergovernmental Communications

#### Refugee Claimants:

- Refugee claimants (sometimes called asylum seekers) are people who submit a claim for refugee protection from within Canada or at the border. Under international law, Canada is obligated to assess claims and allow those facing a legitimate risk of persecution to stay in Canada.



- Refugee claims are at record-high volumes in Canada: over 143,000 claims were submitted in Canada in 2023, up 123% compared to 2019.
- Quebec and Ontario receive 90% of all refugee claimants in Canada, while B.C. receives about 5%. Claims in B.C. are at record levels: 7,700 in 2023, nearly double that of 2022, *Advice/Reco Advice/Recommendations*;
- In May 2024, at the request of Quebec, federal and provincial/territorial (PT) immigration ministers agreed to initiate an intergovernmental working group on asylum management.
- Quebec and Ontario want Canada to develop a mechanism for relocating refugee claimants across the country based on the demographic weight of each PT.
- Intergovernmental Communications

### Implications / Considerations / Opportunities:

- Effective immigration policy requires an accurate understanding of what a high level of immigration does, and does not, accomplish.
- There is research consensus that a high level of immigration is very efficient at: growing the size of a population and the size of the labour force; addressing specific skills shortages (if immigrant selection is effectively tailored to specific skills gaps in the labour force); increasing diversity within a population; and, expanding the size of the economy (e.g. Gross Domestic Product).
- However, contrary to common narratives, high immigration is relatively *inefficient* at easing overall labour shortages across the entire economy, because there is a counter-balancing effect between added workers and added consumer demand from newcomers (immigration therefore *redistributes* labour shortages rather than solving them altogether).
- Additionally, the impact of immigration on the overall standard of living (e.g. Gross Domestic Product *per capita*) has been shown to be neutral or somewhat negative in Canada.
- Lastly, high immigration does help to slow down population ageing, however it cannot reverse it. There is no feasible or sustainable level of immigration that will prevent B.C.'s old-age dependency ratio from worsening this century; but without any immigration, the ratio would be vastly worse. Therefore, B.C. must prepare to have a population that is *both* growing and ageing.
- Canada's post-pandemic immigration policy landscape has been volatile and characterized by extensive ad hoc policy choices with both intended and unintended consequences. Combined with global geopolitical factors, this poses several risks and challenges for B.C.:
  - **Labour market instability:** forthcoming federal policy changes to reduce TRs may drastically curtail a major source of workforce supply in sectors that rely heavily on lower-paid labour. This will negatively impact businesses but may lower the unemployment rate of youth and recent immigrants and increase prevailing wages. *Inter Intergovernmental Communications*
  - **Transitioning of TRs:** many TRs came to Canada with the hope – and expectation – of being able to subsequently obtain permanent resident status. This expectation is increasingly unlikely to be fulfilled, as the uncapped growth in TRs greatly exceeded growth in the capped number of permanent residence opportunities available.



- There are currently 500,000 TRs in B.C., but generally only half of the 70,000 new *permanent* residents in B.C. each year were people already here as TRs. This numerical imbalance has resulted in fierce competition for permanent resident programs, including the BC PNP.
- TRs unable to qualify for permanent residence have limited options when faced with their permit expiring: 1) leave Canada; 2) try to obtain a new study or work permit (which is increasingly difficult); 3) file a refugee claim; or 4) overstay their visa and become undocumented.
- Intergovernmental Communications

- **Social service pressures:** unprecedented levels of refugee claimants and other humanitarian arrivals have strained B.C. services and community infrastructure, especially homeless shelters, income assistance, health care, and K-12 schools. There is a risk of these pressures worsening depending on global conflicts, geopolitical tensions, the U.S. election outcome, and/or if Canada transfers claimants from other PTs.
- B.C actively engages with Canada on immigration issues to protect B.C.'s interests. Key intergovernmental positions include:  
Intergovernmental Communications

- 

**Decision(s) Required / Next Steps:**

- Intergovernmental Communications
- Advice/Recommendations
- Intergovernmental Communications





## PROPOSED DISSOLUTION VANCOUVER PARK BOARD AND GOVERNANCE TRANSITION

### Ministry/Ministries:

Ministry of Municipal Affairs (MUNI)

### Issue:

Cabinet Confidences

Cabinet Confidences

dissolve the Vancouver Park Board (VPB), an elected body established under the Vancouver Charter (VC) and transfer the powers of the VPB and governance of parks and recreation directly to Vancouver City Council. The City of Vancouver will assume all legal obligations of the VPB, and the delivery of parks and recreation services will be administered directly by the city in accordance with Council direction. The proposed amendments would also change the requirement for removing a permanent park designation to a unanimous vote of Council and a public referendum.

### Background:

- In December 2023, the City of Vancouver passed a resolution requesting that the province remove the requirement from the VC for an elected Park Board, the transfer of the Park Board's powers under the VC, and the authority of the Park Board to be exercised directly by City Council. The motion also requests amendments that would change the process to remove a permanent park designation to a unanimous vote of City Council and a public referendum.
- Shortly after the motion was passed, Minister of Municipal Affairs Anne Kang released a statement that MUNI will begin work with the City to move forward on this significant change to governance in Vancouver. In March 2024, Premier David Eby committed publicly that the province would bring forward legislative amendments to dissolve the VPB in the next legislative sitting post-election.
- Cabinet Confidences
- On November 2, 2024, Park Board Chair wrote to Premier David Eby, requesting consideration of deferring any changes to the Vancouver Charter to remove the elected Park Board until a referendum can be held by the City of Vancouver on the issue. The Chair also referenced remarks made by Premier David Eby at a town hall meeting during the election period that any legislation to remove the elected Park Board would likely not be considered until after the next general local elections in 2026.

### Implications / Considerations / Opportunities:

- The proposal to dissolve the VPB, a duly elected body that operates independently from the City, has been contentious. Legal Information

Legal Information

Note that the VPB Chair has publicly announced that the VPB is prepared to file a constitutional challenge at the Supreme Court of Canada based on legal advice the VPB received if the VPB is dissolved before the end of the term of its commissioners.



- Legal Information

- Community support for this proposal is uncertain with media reports of differing views. Vancouver residents have raised concerns about the lack of consultation with the public about the proposed dissolution of the VPB. Advice/Recommendations; Cabinet Confidences

Advice/Recommendations; Cabinet Confidences

Advice/Recommendations; Cabinet We understand that the City of Vancouver has not undertaken any public consultation to this date. Advice/Recommendations; Cabinet Confidences

Advice/Recommendations; Cabinet Confidences

- Notably, First Nations in the Vancouver area have expressed significant interest in the proposal to transfer jurisdiction over parks from the VPB to City Council. Legal Information

Legal Information

- Consultation efforts so far have focused on Musqueam Indian Band, Squamish Nation and Tsleil-Waututh Nation (MST). MST have indicated general support for the City of Vancouver's request to dissolve the VPB, Legal Information

Legal Information

- In addition, MST have requested a commitment from both the province and the City of Vancouver to modernize the VC to make it consistent with the *United Nations Declaration on the Rights of Indigenous Peoples* (UNDRIP). Advice/Recommendations; Cabinet Confidences

Advice/Recommendations; Cabinet Confidences

- There are additional First Nations who have overlapping asserted Aboriginal rights and title claims in the City of Vancouver, including Stó:lō Nation and the Hul'qumi'num Nations. Advice/Recommendations; Legal Information

Advice/Recommendations; Legal Information

It is planned to send

notification letters about the proposed amendments to these nations.

**Decision(s) Required / Next Steps:**

Cabinet Confidences



## DEPUTY MINISTER'S OFFICE

**DM Responsible:** Okenge Yuma Morisho

### Overview of Core Business / Program Area:

The Deputy Minister's Office (DMO) is responsible for all aspects of information that flows from Elected Officials and the Executive Council (Cabinet) to the ministry by acting as the touchpoint between the elected arm of government and the public service.

The office provides strategic advice on issues management, oversees the development of Cabinet materials, and provides strategic direction to staff. The DMO ensures the ministry is in compliance with Cabinet approved mandates, Treasury Board directives and other specific issues. The office also serves as the office of primary responsibility for managing and processing incoming and outgoing Minister and Deputy Minister's correspondence.

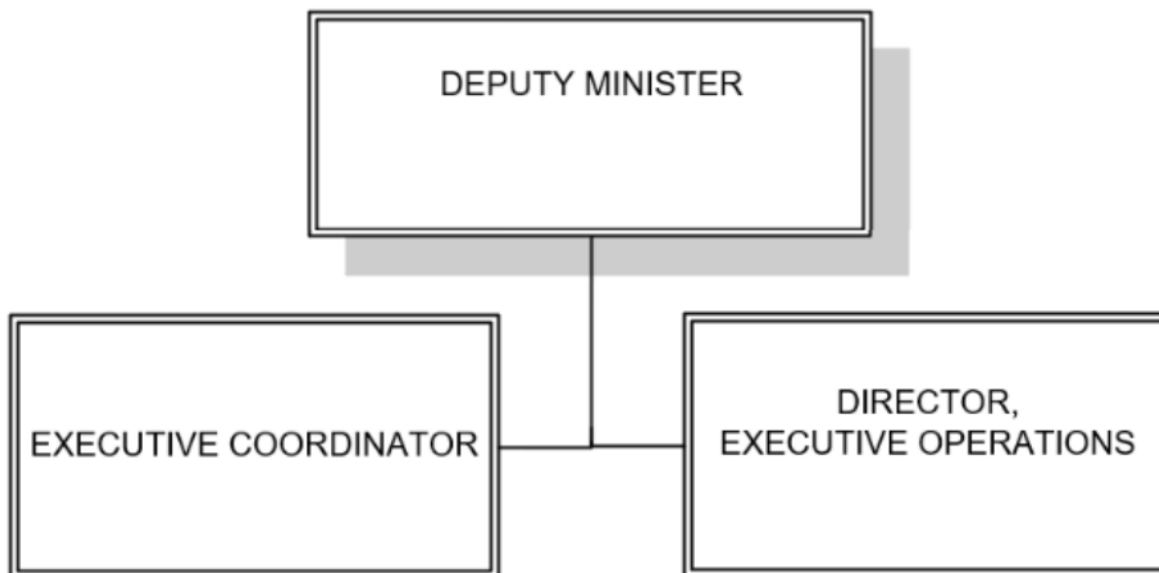
The DMO builds strategic alliances across government and works with the executive team and ministry staff to ensure efficient collaboration, the flow of information and increased integration within the Ministry to support the achievement of the Ministry's strategic direction and government's overall objectives.

**Budget:** \$1.093M for FY 2024/25

**Full Time Equivalent (FTEs):** 7.45 as of June 30, 2024

**Related Legislation:** N/A

### Organizational Chart:



## LOCAL GOVERNMENT DIVISION

**ADM Responsible:** Tara Faganello, Local Government Division (LGD)

### Overview of Core Business / Program Area:

The Local Government Division supports the province's 188 local governments, the Islands Trust, approximately 200 improvement districts, area First Nations and 71 public libraries to improve the quality of life for all communities by encouraging sustainable, livable, and well-governed communities.

The division provides leadership and support within the Ministry in the areas of:

- Legislative, regulatory and policy framework for community and regional government, based on statutory recognition of municipalities and regional districts as an order of government, within a local government system;
- Grant programs for local governments, First Nation governments, public libraries and not-for-profit organizations;
- Advice and education, building capacity and resolving complex problems involving local governments;
- Relationships and working on federal, provincial and local initiatives with other divisions and ministries; federal, local and First Nation governments; local government organizations, such as the Union of BC Municipalities (UBCM) and Local Government Management Association (LMGA); public libraries and key stakeholders;
- Furthering provincial interests through targeted oversight and facilitation efforts; and
- Providing municipal-like governance and services within the University Endowment Lands (UEL).

The division, operating as seven Branches, delivers on a high volume and diversity of projects, programs and activities on matters such as:

- Local and regional governance – bylaw approvals, advice on regional service arrangements democratic processes, local government structures, economic development, First Nation relations;
- Infrastructure – infrastructure planning; development and administration of multiple federal-provincial (e.g., seven Investing in Canada Infrastructure Program streams) and provincial grant programs, major infrastructure projects, asset management;
- Local government finance – financial monitoring and reporting, unconditional grants, regional funding agreements; bylaw approvals (e.g., borrowing; regional district service establishing; Development Cost Charges), Growing Communities Fund;
- Local and regional land use planning and major projects impacts – advice on community specific planning issues, regional growth strategies, and economy, social and resource sector initiatives, support provincial social and economic conditions on Liquified Natural Gas projects; develop and administer programs with partners to support sustainable community outcomes (e.g., Northern Healthy Communities Fund);
- Policy and legislative development – legislative amendments to any local government statutes to support the advancement of government priorities, advising on initiatives of other divisions/ministries affecting local governments, consultation with the UBCM and other stakeholders, UBCM resolutions responses;
- Operations and client relations – provincial presence at UBCM Convention, Board of Examiners for local government scholarship and certification programs, Local Government Leadership Academy, Municipal Affairs (MUNI)/UBCM Executive and staff-level meetings, UEL Development Permit appeal hearings;
- University Endowment Lands – direct local service delivery: infrastructure (sewer, water, local roads), services (e.g., drinking water, solid waste, public realm, community centre), planning and land use, building inspection, taxes and fees, Community Advisory Council; and



- Public libraries<sup>1</sup> and community literacy – administration of the *Library Act*, advice to support effective public library governance and accountability, funding to help extend local services and improve access to public library services throughout British Columbia, and funding for community literacy initiatives.

**Budget:**

Core Business: \$222.432M for FY 2024/25 (excluding \$196.5M of federal and external recoveries)

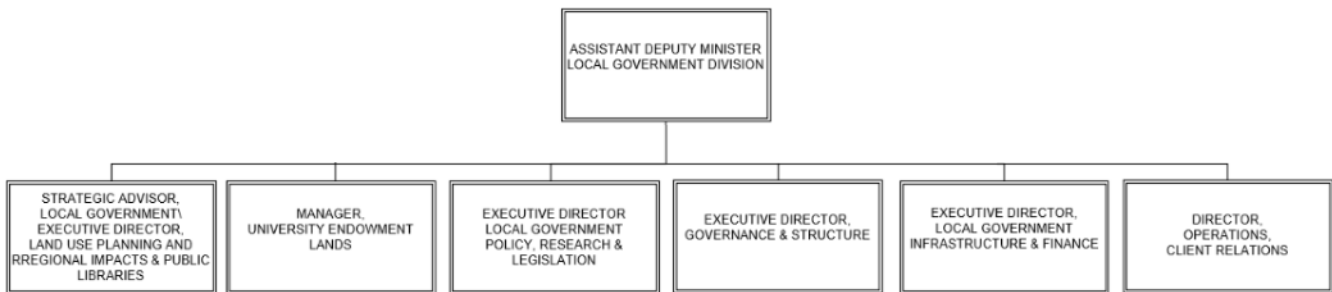
Special Account (UEL): \$14.882M for FY 2024/25

**Full Time Equivalents (FTEs):** 122.35 as of June 30, 2024

**Related Legislation:**

*Library Act, Local Government Act, Community Charter, Vancouver Charter, Islands Trust Act, Local Elections Campaign Financing Act, Resort Municipality of Whistler Act, University Endowment Lands Act, Municipal Finance Authority Act*

**Organizational Chart:**



<sup>1</sup> There are 71 public libraries governed under the Library Act and which are funded by local governments. The public library system is further supported by sector organizations and the ministry who lead and cooperative in the delivery of services throughout the province.



## LOCAL GOVERNMENT INFRASTRUCTURE FUNDING

### Ministry of Municipal Affairs

#### Issue:

- Status of Federal-Provincial Programs: Canada Housing Infrastructure Fund, Investing in Canada Infrastructure Program (ICIP), Clean Water Wastewater Fund (CWWF) and Canada Community Building Fund

#### Background:

##### Canada Housing Infrastructure Fund (CHIF) 2024:

- The CHIF, announced as part of the 2024 federal budget, is intended to accelerate the construction and upgrading of critical housing infrastructure, including water, wastewater, stormwater, and solid waste infrastructure to support the construction of more home builds. The CHIF includes \$1 billion to be allocated directly to local governments for urgent needs and \$5 billion over ten years allocated to provinces and territories (\$590 million to B.C.) conditional on meeting key housing actions, including:
  - Requiring municipalities to broadly adopt four units as-of-right and allow duplexes, triplexes, townhouses, and other multi-unit apartments;
  - Implementing a three-year freeze on increasing development charges from April 2, 2024, levels for municipalities with a population greater than 300,000 (see more information below regarding challenges with this condition in B.C.);
  - Adopting forthcoming changes to the National Building Code to support more accessible, affordable, and climate-friendly housing options;
  - Requiring as-of-right construction for the government's upcoming Housing Design Catalogue;
  - Implementing measures from the Home Buyers' Bill of Rights and Renters' Bill of Rights; and
  - Provinces must dedicate at least 20% of their agreement-based funding for northern, rural and Indigenous communities.
- In 2024 the federal government implemented a 2022 mandate to tie housing initiatives and outcomes to funding programs. Advice/Recommendations;
- Provinces have until January 2, 2025, to secure a bilateral program agreement; Cabinet Confidences;  
Advice/Recommendations; Cabinet Confidences; Intergovernmental Communications
- A provincial contribution of 33.3% is required towards local government projects over the duration of the agreement. Government Financial Information
- A draft agreement was provided to the province on September 16, 2024. The Ministry of



Municipal Affairs and the Ministry of Housing are co-leads for the province.  
 Advice/Recommendations; Government Financial Information; Intergovernmental Communications; Legal Information

Investing in Canada Plan:

- The federal government announced its multi-year \$180 billion Investing in Canada Plan (ICP) in 2016.
- Funding is delivered through Bilateral Agreements between the federal and provincial governments.
- Investing in Canada Infrastructure Program (ICIP) - fully allocated:
  - ICIP is the second phase (2018 to 2032) of the federal ICP.
  - The Ministry of Transportation and Infrastructure is the primary interlocutor with the federal government on infrastructure funding agreements. The Ministry of Municipal Affairs leads/co-leads program development and holds the budget for most community-based projects. The Ministry of Environment and Climate Change Strategy (ENV) and Emergency Management & Climate Readiness (EMCR) are key participants.
  - The Ministry of Municipal Affairs administers ICIP funding towards community-based infrastructure projects under the following programs:

Program	Total Funding (millions)	Provincial Funding (millions)	Federal Funding (millions)	Number of Projects	Program Scope
Environmental Quality Program	\$720.4	\$321.5	\$398.9	88	reliable drinking water and wastewater systems
CleanBC Communities Fund	\$248.3	\$98.5	\$149.8	59	community infrastructure projects that reduce greenhouse gas emissions using clean



					or renewable energy or that improve energy efficiency
Community, Culture and Recreation Program	\$241.1	\$81	\$160.1	97	improve access to or quality of cultural, recreational, or community infrastructure
Rural and Northern Communities Program	\$157.9	\$53	\$104.9	75	projects that support infrastructure priorities in rural communities with populations under 25,000
COVID-19 Resilience Infrastructure Stream, AND	\$79.4	\$15.4	\$64	87	upgrades to local government / Indigenous buildings, health and educational facilities, access to active transportation, resilience/adaptation to natural disasters; AND
CVRIS Ventilation improvements	\$17.8	\$0	\$17.8	40	ventilation improvements in schools and public housing

- Project construction is ongoing with monitoring of grants. All program funding is fully allocated.
- Clean Water Wastewater Fund (CWWF) - program complete:
  - The CWWF was the first phase of the ICP and has recently completed (2016 to 2024).
  - The CWWF helped accelerate local government investments, supporting the rehabilitation of water, wastewater and stormwater infrastructure, and the planning and design of future facilities and upgrades to existing systems.
  - The application intake closed in November 2016, and the final project under CWWF was completed in 2024.
  - \$370 million combined federal-provincial funding was provided towards 180 projects, with \$140.3 million provincial and \$212.6 million federal funding towards 148 capital projects, and \$6.8 million provincial and \$10.3 million federal funding towards 32





planning/design projects.

- Canada Community Building Fund (CCBF)
  - The federal CCBF, formerly the Gas Tax fund, provides consistent funding to support local government infrastructure investments. CCBF has been in place since 2005. The program was recently renewed with an agreement that runs from 2024 to 2034.
  - The fund is administered through a tripartite agreement between Canada, the Province (Ministry of Municipal Affairs), and Union of BC Municipalities (UBCM). UBCM is the program administrator in B.C.
  - The fund amount is based on a per-capita allocation nationally and is currently set at \$2.2 billion; for B.C., this equates to approximately \$300 million per year.
  - The program supports a broad range of project categories from firehalls to sewage treatment and is delivered through a combination of direct allocation to individual local governments and pooled funding programs.
  - The new agreement introduces additional requirements around actions and reporting related to supporting increased housing; including requirements for Housing Needs Assessments and linking projects to housing outcomes.

**Next Steps:**

- ICIP:
  - Program staff monitoring projects and funding under the agreement. Local governments and other recipients are constructing infrastructure, which is a multi-year process.
  - Continued announcement opportunities for project milestone events.
- CWWF:
  - Program is complete pending administrative close out with federal government. Local government projects are operational in providing services.
- CHIF:
  - Advice/Recommendations; Cabinet Confidences; Government Financial Information; Intergovernmental Communications
  -
- CCBF:
  - Program staff are working with UBCM and the Ministry of Housing to meet the periodic housing requirements and reporting newly associated with the renewed agreement.



## MEMORANDUM OF UNDERSTANDING ON LOCAL GOVERNMENT FINANCIAL RESILIENCY

### Ministry/Ministries:

- Municipal Affairs, Finance

### Issue:

- Local governments seek municipal finance reform to provide them with a broader range of funding tools to address new local cost pressures.
- A 2021 UBCM report ratified at the 2021 convention included 20 recommendations to address fiscal concerns of local governments. Recommendations included federal/provincial tax cost-share agreements, reviewing the current local government property tax system, identifying new revenue sources and increasing funding available for attainable housing.
- The document is framed around impacts of the new economy and cost drivers with a focus on three key areas: attainable housing, community safety, and climate change.
- The province and UBCM agreed on the need to review shared provincial and local cost drivers related to community safety, climate change and housing. These three major shared cost drivers are a result of significant cost increases due to inflation, population growth and new provincial and federal regulatory requirements.

### Background:

- In addition to requesting new, or increased, federal and provincial grant funding for local governments, the UBCM Presidents Committee have been consistent in asking for more progress to be made on expanding and diversifying local government revenue tools to fund new and expanded local government infrastructure and address shared cost pressures related to emergency management, climate resilience, housing and homelessness, and community safety.
- On September 15, 2021, the UBCM members endorsed the report entitled [Ensuring Local Government Financial Resiliency – Today’s Recovery and Tomorrow’s New Economy](#), aimed at strengthening the local governments finance system in B.C.
- The Report identifies three key cost drivers (attainable housing, community safety and climate change) and the impact of the new economy as significant factors in the local government finance system and makes 20 recommendations.
- At the 2021 UBCM convention, the former Premier committed to working towards developing a memorandum of understanding (MOU) between UBCM and the province to guide a collaborative review of the recommendations within the Report.
- On January 26, 2022, the province and UBCM entered MOU reflecting the commitment of the Parties to engage through a meaningful working relationship in order to meet the respective interests of strengthening the local government finance system.
- The MOU established a Working Group of provincial (Finance and Municipal Affairs) and UBCM staff to work collaboratively in reviewing matters related to local government financial resiliency. The Working Group has met regularly to discuss each of the 20 UBCM Report recommendations and, through consensus, has agreed upon timelines to review and consider



each of them.

- July 2023 – Working Group presented to Ministers and UBCM President’s Council on a shared problem statement that was subsequently agreed upon:
  - “Property tax is useful and important as an own-source revenue tool, but local governments report difficulty raising enough revenue from property taxes, particularly regarding infrastructure capital costs and select service delivery costs driven by senior government regulations and environmental factors.”
- January 2024 – Working Group updated and received direction from Ministers and the UBCM President’s Council to undertake further research and analysis on potential approaches to address local government cost pressures:
  - Long-term financing tools
  - Changes to the structure or levels of senior government funding transfers
  - Tools/resources to improve planning and coordination of large spending
  - Tools to mitigate property tax regressivity
  - Adjustment of provincial/local share of property tax
  - New non-property-based revenue tools
- June 2024 – Working Group updated Ministers and UBCM President's Council on a New Economy Metrics Dashboard and the outcomes from the negotiations between the federal and provincial governments on the Canada Community Building Fund (a program administered by UBCM in B.C.).
- August 2024 – the Provincial/UBCM Local Government Financial Review Working Group released an interim report on activities and progress over the previous year.

**Implications / Considerations / Opportunities:**

Advice/Recommendations; Intergovernmental Communications

- The regular staff level engagement and communication between the province and UBCM provide an opportunity to come to an agreement on the specific challenges and discuss potential solutions, which may or may not be financial.

Advice/Recommendations; Intergovernmental Communications

Shared understanding of common cost drivers provides an opportunity for local governments and the province to collaborate on potential solutions.

Advice/Recommendations; Intergovernmental Communications

**Decision(s) Required / Next Steps:**

Advice/Recommendations; Intergovernmental Communications



Advice/Recommendations; Intergovernmental Communications

- Continue implementing the work plan as identified in the MOU, including reviewing the 20 recommendations identified in the 2021 UBCM Financial Resiliency Report.

Advice/Recommendations; Intergovernmental Communications



## LOCAL GOVERNMENT RESPONSIBLE CONDUCT

### Ministry of Municipal Affairs

#### Issue:

- The province, with our UBCM partners and the Local Government Management Association, continue to explore ways to strengthen the local responsible conduct system.

#### Background:

- Responsible conduct refers to how government elected officials conduct themselves with their elected colleagues, with staff, and with the public.
- The Working Group on Responsible Conduct (WGRC) is a staff-level partnership between the Ministry, the Union of BC Municipalities (UBCM), and the Local Government Management Association (LGMA). The working group was formed in 2016 to explore approaches to deal with the spectrum of conduct-related matters that occur primarily while elected officials are at the council/board table and carrying out their duties of office.
- Following the 2022 general local elections, a new requirement to consider adopting or reviewing a code of conduct came into effect. The WGRC has also created and supported a number of initiatives to address responsible conduct including:
  - embedding responsible conduct principles (integrity, respect, accountability and leadership and collaboration) into the oath of office;
  - creating resource materials such as the 2021 Forging the Path to Responsible Conduct as a model code of conduct and discussion guide; and
  - launching an online education module for elected officials in 2022 on the principles of responsible conduct.
- Further, to address critical and urgent governance challenges – at the request of the municipality, the Ministry has provided funding to “municipal advisors” to help stabilize governance (Kamloops, Harrison Hot Springs, Lions Bay, Silvertown and Sayward). Municipal advisors support council conduct and conflict, roles and responsibilities, and provide mentoring and coaching to staff and elected officials as needed.
- Despite these efforts there have been continued calls from local government elected officials and staff to establish a province-wide integrity/ethics commission framework to support local governments with their responsible conduct issues. There are significant considerations with the creation of such an office including costs, accountability and effectiveness.
- At the 2024 UBCM Convention a resolution from the City of Port Moody was endorsed, which called upon the province to establish an “Office of the Local Government Ethics Commissioner”, to provide fair and unbiased guidance to local governments on issues such as legality, conflict, code of conduct violations and bullying. There have been five other endorsed resolutions on this issue in 2016, 2020, 2021, 2022, and 2023.



- On September 5, 2024, the UBCM and LGMA released a discussion paper exploring the potential of mandatory codes of conduct and models for their administration and enforcement (including integrity commissioners). The purpose of the paper is intended to provide baseline information and create a shared understanding of responsible conduct tools and approaches. Local government feedback from this paper will help to determine what further responsible conduct tools and enhancements may be necessary.

**Next Steps:**

- There is an expectation from local governments and other partners in the system that the province will actively consider enhancements to the responsible conduct framework. Feedback from local governments on the discussion paper will provide the province with additional information about how local governments may view enhancements to the responsible conduct framework.

Advice/Recommendations; Cabinet Confidences



## PROVINCIAL CONSULTATION WITH UBCM

### Ministry of Municipal Affairs

#### Issue:

- UBCM-provincial relations and matters of mutual interest.

#### Background:

- The Union of British Columbia Municipalities (UBCM) has, in recent years, cited frustration with limited or constrained consultation on provincial policy approaches and associated implications.
- UBCM is a member-driven policy, advocacy and program administration organization, with a small staff. UBCM provides a common voice for the elected officials of all 188 local governments in B.C., administers funding programs (often on behalf of the province) that address local government needs, and fulfills formal role in engagement with the province.
- This consultation gap is accentuated by comparison to previous consultation accomplishments, such as the *Local Elections Campaign Financing Act*, delivery of senior funding programs to local governments on behalf of a wide range of Ministries, and ongoing collaboration on the Working Group on Responsible Conduct and Local Government Financial Resiliency Working Group.
- The UBCM membership has reminded government in successive policy resolutions of the legislated obligation for the province to consult with UBCM when considering policy initiatives that affect core local government legislation, key regulations, or reduces the amount of revenue transfers in the form of grants to local governments.
- In doing so, UBCM has both expressed concern over the pace of recent legislative changes affecting their powers, responsibilities, and operational obligations, and taken steps to support its members in moving forward with implementing new legislated requirements and clarifying areas where increased provincial support could assist in securing the desired outcomes.
- Relations have been generally good and resilient over time – the provincial-UBCM relationship at its best is long term and non-partisan, based in legislated recognition of local government as an order of government, a tradition of collaboration for mutual benefit, and many points of engagement. Even when the province and UBCM, “agree to disagree” on the substance or outcomes of individual issues, all parties remain committed to moving on.
- The role of Ministry of Municipal Affairs with UBCM is captured in the *Ministry of Municipal Affairs Act*: to be the medium of communication between municipalities and the Lieutenant Governor in Council. The Ministry leads provincial stewardship of the local government system in BC, guiding and coordinating the framework of legislation, regulations, policies, agreements and organizations that support local governments.
- Local-provincial relations through UBCM include formal regular contact between the minister and UBCM Executive, issue-based dialogue or processes such as joint working groups, and informal relationship building between provincial and UBCM staff.
- Given the breadth of the local government system and local involvement in topics that span the whole provincial government, many other ministries also impact local governments and have



direct relationships with them and UBCM.

- In addition to practical benefits of program administration, the provincial government’s relationship with UBCM provides the province with:
  - greater certainty about the policy views it is hearing, because UBCM speaks with “one voice” for all local governments in B.C.;
  - ability to work quickly with UBCM on emerging policy or program issues, providing the province with a local government ‘temperature check’ and potential implementation frame;
  - reduced risk of being ‘whipsawed’ by subsets of local governments competing for priority; and
  - quick access to information/local government system intelligence from across BC.
- Advice/Recommendations; Intergovernmental Communications

**Next Steps:**

- Maintaining trust remains key. Poor process can leave a legacy of mistrust which takes time to overcome and may affect UBCM’s response on other topics and issues. When these types of events happen in rapid succession, it can affect how other provincial requests are perceived.
- Factors that have proven important to the success of the local-provincial relationship include:
  - Seeing local government as an order of government and a partner to the province, rather than another stakeholder to be managed,
  - Understanding context, as some issues have deep roots or are connected to other issues, which affects UBCM’s response; and
  - Engaging early and with transparency of intent so that it is clear whether the province is consulting or just notifying.
  - Seeking policy advice from UBCM with strong consultation to secure clear and timely indication of pros and cons of policy direction, without a requirement to secure consensus.
- Many issues facing the province and local governments going forward will be similar to those raised in the past, and reflect the themes threaded through the provincial-UBCM relationship:
  - Recognizing local government in government mandates and planning
  - Financing local government
  - Consulting with UBCM/local governments
- UBCM’s key current areas of interest are articulated in the Special Resolutions adopted at the 2024 UBCM Convention (local government contributions to regional hospital districts, infrastructure funding to support provincially-mandated housing growth, and temporary shelters for asylum seekers) and the UBCM Election Platform Priorities (housing and homelessness, investing in infrastructure, and climate action & emergency management).
- Advice/Recommendations; Intergovernmental Communications





## INCLUSIVE REGIONAL GOVERNANCE

### Ministry of Municipal Affairs

#### Issue:

- In the B.C. *Declaration on the Rights of Indigenous Peoples Act* (Declaration Act) five-year Action Plan, the province committed to exploring inclusive regional governance by advancing First Nations participation in regional district boards.

#### Background:

- The *Declaration Act* requires the province to develop and implement an action plan to meet the objectives of the United Nations Declaration on the Rights of Indigenous Peoples, in consultation and co-operation with Indigenous Peoples. The Declaration Act Action Plan was released on March 30, 2022, and includes Inclusive regional governance, item 1.11, to support First Nations' participation on regional district boards.
- Regional districts are a federation composed of municipalities, electoral areas (EAs), and in some cases, Treaty First Nations (TFNs), each with representation on a regional district board. Indigenous political systems (complex governance structures) pre-date regional districts.
- The interest in broadening First Nations participation on regional district boards has been growing since 2018, as perspectives on modern treaties shift and Truth and Reconciliation Commission Calls to Action are implemented and change the way local governments and First Nations regard and understand one another.
- Since 2007, the *Local Government Act* has enabled service participation and membership representation as connected to treaty land base negotiations and decisions. A Treaty First Nation's decision to join a regional district is voluntary; upon becoming a member, the Treaty First Nation generally follows the basic legislative rules that apply to all regional district members. The legislation also recognizes Treaty First Nation governments as both connected and independent in much the same manner as a municipality and clarifies the duties and obligations of directors in relation to how taxation and requisition functions.
- First Nations are represented as full members of four regional districts (out of 27): Alberni-Clayoquot (4), Metro Vancouver (1), and Strathcona (1) Regional Districts include members under Modern Treaties, and the Sunshine Coast Regional District includes a First Nation member under special federal and provincial enabling legislation. Other regional districts invite First Nations to participate in various nonvoting capacities.
- This work has the potential to profoundly change the way local governments think about their role and approach decisions. Getting this work right is critical and it must be done in collaboration with First Nations and local governments.
- While most Indigenous individuals live within an area that is represented by a municipal, Electoral Area, or Treaty First Nations director, there are limited opportunities for Indigenous communities and their governments, to formally participate in the regional governance system and decision making. Many First Nations have broad interests in the design of new services,



governance of services beyond contractual relationships and opportunities to exert more strategic influence over their traditional territory.

- The unique regional district framework of federated community governments that lend authority to the regional district could provide balance between First Nations' right to participate in decisions that impact them (i.e. regional district decisions) as well as maintain their own decision-making structures and institutions (i.e. First Nation governments). It is also key to maintain important features of the regional district system that contribute, to the overall stability of local governments which provide valuable services daily to people living in B.C.
- To explore with regional districts and First Nations the many implications and considerations of First Nation participation on regional district boards, the Ministry provided study grants to five regional districts (Alberni-Clayoquot, Central Okanagan, Nanaimo, Capital and Central Coast).  
Advice/Recommendations; Cabinet Confidences

- The Ministry has also engaged JWR Business Group, who specialize in First Nation governance, to help undertake research and policy work to determine what potential legislative change and other mechanisms will be needed for First Nations to participate as regional district voting members.
- There are several complicated policy matters that need to be sorted including: how the First Nations member on the Board is chosen; what geography do they represent; what services are they obligated to participate in; and how do they share in joint risks such as borrowing.
- While many First Nations and local governments are interested in pursuing full membership in regional districts, this is not a path that all First Nations or regions are currently interested in and/or ready for.

#### **Next Steps:**

- The Ministry is in year three of this Action Plan item that was planned to take five years (2022-2027). In 2025, the Ministry is hoping to transition the work underway (external studies and internal policy and research) to start determining potential models and legislative change options.
  - In early summer 2024, ministry staff anticipate updating the Minister on the outcome of the external engagement.
  - Advice/Recommendations; Cabinet Confidences
- 
- As more regional districts and First Nations come forward indicating an interest in this work, Ministry staff are advising them to work on their relationships and explore opportunities and challenges for collaborative governance including full regional district participation.



## PROVINCIAL SUPPORT FOR ONGOING LYTTON RECOVERY

### Ministry of Municipal Affairs

#### Issue:

- Village of Lytton Recovery.

#### Background:

- On June 30, 2021, the Lytton Creek wildfire swept through the Village of Lytton and across Nlaka'pamux territory, prompting an immediate evacuation.
- Approximately 90% of the village was destroyed including the Village office and public works buildings, police station, ambulance station, public library, and most of the commercial and service infrastructure, with additional structures lost on Lytton First Nations reserve lands and within the Thompson Nicola Regional District outside of the Village.
- Prior to the fire, the Village of Lytton had a population of approximately 250 residents with an additional 4,500 people living in the surrounding rural area that rely on it as a service hub.
- The Lytton Creek fire caused catastrophic loss of public and private infrastructure for the community of Lytton, mass displacement of residents, and complete loss of public records. This combined with impacts from the November 2021 atmospheric river event, and with environment and archaeological considerations, extended timelines for recovery.
- Since 2021, the Ministry of Municipal Affairs has provided a total of \$15 million in five grants to the Village, including:
  - The Wildfire Response Funds to support municipal recovery costs (2021/22) and Wastewater Treatment capital funding grants (2022/23) totaling \$10.7 million.
  - The Core Operations Funds and Governance grants totaling \$4.2 million to support the day-to-day operations and administration of the Village (\$2.1 million disbursed for fiscal years 2022, 2023 and 2024; and \$2.1 million committed for fiscal years 2025 and 2026).
- In addition to the \$15 million provided by the Ministry, additional provincial funds have been committed to support the Village by other ministries, including:
  - In December 2021, a \$1 million grant from the Ministry of Jobs, Economic Development and Innovation (then FLNRORD) for operational and economic development activities so that the Village could continue to pay staff leading the wildfire recovery.
  - In April 2022, a \$18.4 million grant from the Ministry of Emergency Management and Climate Readiness (EMCR) to cover the costs of debris removal, archaeological monitoring, and soil remediation for municipal and all uninsured and underinsured properties in the Village.
  - In July 2022, an additional \$21 million through EMCR to cover the cost of critical services to enable the rebuild, municipal infrastructure repairs, recovery staffing, planning, and engagement.
- In June 2022 the federal government announced funding of over \$77 million to support the rebuild of infrastructure, homes and businesses (\$64 million funding through Infrastructure



Canada as well as \$13 million through PacifiCan towards fire-resistant homes and small- and medium-sized businesses). The Village has been working with federal partners to put forward projects that align with the parameters of this funding, which currently include three public facilities: community recreation hub, a fire hall, and a public works building.

- In 2024, the Village was approved for a \$5.5 million Investing in Canada Infrastructure Program. The Village was also awarded \$5 million (federal) in 2023 through the Canada Community Building Fund for drinking water system infrastructure rehabilitation.
- In 2022 the province supported the Village with legislated provisions added to the *Municipalities Enabling and Validating Act* to enable Village council to repeal and replace lost bylaws.
- Recent progress with Village recovery efforts include:
  - Updates of key bylaws, hiring of a new Chief Financial Officer/Acting Chief Administrative Officer and Corporate Officer to support Village council, and a re-opened municipal hall where council meetings now take place.
  - Completion of environmental remediation and site clean-up. With a focused effort by the Archeology Branch of the Ministry of Forests, property owners are navigating the archeological processes under the *Heritage Conservation Act* (HCA) as well as future building planning. In January 2024 the province initiated a grant program of up to \$5,000 for each landowner with a building permit to cover eligible archeological activities conducted under an approved HCA permit.
  - Key infrastructure (hydro, water, etc.) and municipal building application processes in place to support property owners with rebuilding. Building permits have been issued (16 to date), 4 new homes are now occupied, and residential construction is underway. Repair of the water system is needed to ensure the Village has water capacity for the rebuild (including the fire flows required for building occupancy).
  - Stability at council since the election of a new Mayor and four new councilors in the October 15, 2022, general local elections.

**Next Steps:**

- The Office of the Auditor General of BC (OAG) began a performance audit of the Village of Lytton recovery in November 2023. Ministry staff have been working with OAG to support the audit, Advice/Recommendations; Intergovernmental Communications

Advice/

Advice/Recommendations; Intergovernmental Communications

- Ministry staff continue to meet with senior staff of the Village bi-weekly (Governance &



Structure Branch) and monthly (Local Government Infrastructure & Finance Branch).



## UNIVERSITY ENDOWMENT LANDS

### Ministry of Municipal Affairs

#### Issue:

- Local services and land use regulation in the University Endowment Lands (UEL) are provided by the Minister of Municipal Affairs rather than by a municipal council. Most issues in the community are locally managed on a day-to-day basis by UEL Administration and UEL Public Works staff, with the Minister of Municipal Affairs (Minister) responsible for enacting all local community bylaws. Issues have been raised with respect to the overall adequacy of this model for community governance.

#### Background:

- The UEL is between the University of British Columbia (UBC) and the City of Vancouver in the provincial riding of Vancouver-Point Grey and is home to just over 4,100 residents. The area was designated for land sales to fund the start-up of UBC in the 1920s, and the *University Endowment Land Act* was enacted in 1925 to facilitate development through administration of local community services. The UEL has developed into four neighbourhoods (Areas A, B, C and D), the University Golf Course (owned by Musqueam Indian Band, or MIB), two elementary schools, and Pacific Spirit Regional Park (operated by Metro Vancouver Regional District, or MV).
- The UEL is part of Electoral Area A in MV, although the regional district provides few services. It is the only community in B.C. where services are directly operated by the province, through a program within the Ministry of Municipal Affairs. The *UEL Act* does not provide the full range of authorities that would be available to local governments under the *Local Government Act* and the *Community Charter*. Notably, the UEL does not have Municipal Ticketing Authority for bylaw enforcement, does not currently use finance tools such as development cost charges, and does not provide the same suite of services as the City of Vancouver (e.g., direct social housing).
- The UEL Administration provides general administration, community planning, development and building permitting, water and sewer, garbage collection, local road maintenance, street lighting, parks, and other typical municipal services. The UEL budget is cost-neutral to government, with the costs of these services recovered through a property tax levy administered by the provincial Surveyor of Taxes, revenues from water sales, and fees for business licenses and permits. Property taxes in the UEL are substantially lower than adjacent jurisdictions but are increased as needed to address aging infrastructure and other service needs.
- The majority of UEL residents (61%) live in Area D, where the housing stock is predominantly multifamily dwellings. The remaining population resides in the three single-family oriented neighbourhoods (Areas A, B and C). Average single-family home values in the UEL are \$6.8



million and apartments average at \$951,000 (2023 assessment). Many apartments are used for rental and there is typically a large turnover in rentals associated with the UBC semesters.

- A new development in Area D, titled Ielərn (Iell-lum) is being built by the Musqueam Capital Corporation (MCC) on land owned in fee simple by Musqueam Indian Band (MIB). Zoning was approved in 2016 and the first phase of construction is completed, with a commercial area, 111 units of market rental and 62 units of below-market housing, and an 18-storey tower/townhouse strata complex (140 units). Community amenities within this phase include a new community center to be operated by the UEL (completed in 2024 and expected to open early in 2025) and a private daycare. Phase 2 includes additional building lots, one of which supports another 18-storey tower/townhouse strata complex (234 units completed mid-2024). Future phases include townhouses and low-rise buildings as well as the recently rezoned remainder lots consisting of five 22-34 storey condo and rental buildings. Once Ielərn is fully built out (estimated within 6-8 years), it will add 3,000 to the community's population.
- Recent land-use legislation introduced by the provincial government in 2023 has been incorporated into the UEL Land Use, Building and Community Administration Bylaw (LUB) to allow for more housing options and greater density. Small Scale Multi-Unit Housing (Bill 44) allows for up to 4 or 6 units on all previously zoned single-family lots and a Transit Oriented Development Area (through Bill 47) has been designated surrounding the UBC Bus Exchange allowing higher density close to rapid transit stations.

### **Opportunity:**

#### Governance

- The *UEL Act* provides the Minister with service and land use powers that are somewhat similar to a municipal council, and the Minister delegates specific powers and functions to the UEL Manager (Manager) to operate the UEL under the bylaws enacted by a Minister's order. The Manager's role is similar to that of a Chief Administrative Officer in a local government.
- A seven-person Community Advisory Council (CAC), constituted under the *Society Act*, is elected to represent the community by advising the Manager on "local matters of importance to the community," including proposed new or amended bylaws and initiatives likely to have a significant effect on the cost, quality, or capacity of community services provided by the UEL administration. The CAC also reviews the draft annual budget and draft property tax requisition prior to submission to the Surveyor of Taxes.
- The community is also represented on an Advisory Design Panel (ADP) that provides recommendations or comments to the Manager on land use issues, principally development permit and zoning applications. The ADP comprises seven professional members (three architects, two landscape architects and two engineers) and two community representatives



from each of the UEL's four neighbourhoods who participate in reviewing matters specific to the neighbourhoods they represent. Professional members are appointed by the Manager on recommendation by their prospective professional associations, while neighbourhood members are elected by the community.

- Over the past 15 years, there have been both demographic changes (e.g., population make up; non-resident ownership) and physical changes (e.g., single-family redevelopments; the Ielərn development; prospect of future development spurred by the 2021 adoption of the Area D Neighbourhood Plan).
- These changes have put pressure on the UEL's unique governance structure as well as on the development framework and foster a range of issues that get regularly raised by members of the community.
- Since at least the 1990s, the CAC has agitated for incorporation of the UEL as a new, small municipality to manage the community affairs and decide on land use matters. Given the extensive and diverse interests in and around the UEL (MIB, MV, UBC, City of Vancouver, the province, and the community), determining what change of governance might be appropriate in the UEL and how best to accomplish it is a complex exercise. Many of the concerns underlying issues raised by the community (e.g., lack of democratic local political representation), can ultimately only be addressed through a change in governance model.
- AUEL Services, Structure and Governance Study was commissioned from the consultants Urban Systems to assist the Ministry to understand the current and future needs of the UEL residents and relevant facts and perspectives on the current and the most common local governance scenarios in B.C. The *University Endowment Lands Services, Structure and Governance Study* was published in December 2022 and showed an equal preference of residents towards the three most likely outcomes: status-quo, incorporation as a new municipality or amalgamation with the City of Vancouver.
- Government has been evaluating next steps to address resident concerns over governance.

#### Development Authority

- For a small community, there are many (re)developments being planned, or underway. Given the high value of properties in the UEL, developments are generally expensive, complex, and often garner high levels of resident interest. The roles of the Minister and the Manager are distinctly different in the development approval process, which differs from that of local governments, a fact often misunderstood by residents and developers alike.
- The Minister approves the overarching strategy and regulation of land use in the UEL and any subsequent amendments, including:





- Official Community Plan (OCP), which is a bylaw that provides the broad guidelines for community development and sets out land use designations (used to guide decisions about where to locate land uses and how much area to provide for them) and neighbourhood plans
- Other bylaws that provide more detailed guidelines, such as:
  - the Land Use, Building and Community Administration Bylaw which sets out zoning, development and building regulations, and guidelines for matters like noise, standards of maintenance,
  - the Works & Services Bylaw which sets out requirements for works and services on public lands (e.g., utility connections), and
  - Fees Bylaw which sets out application and service fees.
- With this framework in place, statutory decision-making authority is delegated by the Minister to the UEL Manager, who manages the day-to-day development activities, principally by applying existing rules. These include approving Development Permit applications that meet existing bylaw requirements, approving Building Permit applications and administering the process for rezoning applications and bylaw amendments, including consultation with the community and other stakeholders, on behalf of the Minister. The Manager also makes recommendations on new bylaws and bylaw amendments, including zone changes for the Minister’s consideration.
- The Minister retains authority to hear appeals of the Manager’s decisions through a process set out in the Land Use, Building and Community Administration Bylaw. Typically, these appeals are based on objections by one or more resident(s) to a Development Permit approval. The Minister usually delegates the appeal hearing to a senior member of Ministry executive (most often the Assistant Deputy Minister, Local Government Division). Most requests and issues in the community are locally managed on a day-to-day basis by UEL Administration and UEL Public Works staff. This ensures local responsiveness and accountability. At the same time, concerns raised by residents and/or the CAC occasionally get escalated to the attention of the MLA and the Minister.

**Next Steps:**

Bylaw Enforcement:

- Currently, the UEL has limited tools to enforce its bylaws. Almost all UEL bylaws can only be enforced through *Offence Act* prosecutions or civil proceedings which are time consuming and require costly legal resources and therefore, in practice, these tools are not used. Due to the limited efficacy of current tools the UEL administration experiences significant challenges with encouraging compliance with UEL bylaws. For example, the CAC has been pressing for bylaw enforcement of perceived unsightly residential premises in the three affluent single-family neighbourhoods. UEL and Ministry staff are jointly exploring several options to address these



concerns, up to and Advice/Recommendations; Cabinet Confidences  
Advice/Recommendations; Cabinet suitable for enforcing minor bylaw infractions, including  
minor nuisances and illegal parking.

Advice/Recommendations

UBCx:

- The Millenium Skytrain line extension to UBC (UBCx) is currently in the planning stages, led by the Ministry of Transportation and Infrastructure (MOTI). The extension proposes to connect the Arbutus station (under construction as part of the Broadway Subway project) to the UBC campus, traversing the UEL. Four stations at MacDonald, Alma, Jericho and UBC are being contemplated, with two infill stations being considered at UEL and UBC south. The UEL station could be situated within the University Golf Course lands, which are owned by MIB.

Community Centre:

- MCC, in developing Block F (the Ielarn development) entered into an agreement (covenant on title) with the Provincial Government to rezone the property. As part of this agreement, MCC will own the land then build and transfer ownership of a 15,000 square feet Community Centre to the UEL as a community amenity. While MCC bears the capital costs of the project, the UEL Administration is responsible for the building's long-term programming, operation, and maintenance. The land will be leased to the province for 99 years. Advice/Recommendations; Advice/Recommendations; Intergovernmental Communications



## VANCOUVER CHARTER

### Ministry of Municipal Affairs

#### Issue:

- Vancouver Charter - Overview

#### Background:

- The *Vancouver Charter* (VC) was enacted in 1953, replacing the *Vancouver Incorporation Act* of 1886. The VC only applies to the City of Vancouver; the *Community Charter* (CC) and *Local Government Act* (LGA) apply to all other local governments in British Columbia (except for Whistler that also has some specialized authorities). While the CC/LGA are designed in a broadly enabling form giving local governments wide service, regulatory, and corporate powers, the VC provides Vancouver authorities that are specific and may be narrowly interpreted.
- Many of the core provisions of the VC parallel or cross reference CC or LGA provisions (e.g. local elections); however, some of its provisions are unique and reflect its 1953 origins and other changes made up until about 2000. The VC includes some powers that other local governments do not have and that are very significant to Vancouver, and which the City wanted to retain. These include not being required to borrow through the Municipal Finance Authority; no provincial approval of its long-term borrowing bylaws; power to establish its own building code; some broader and more flexible land use provisions; more statutory delegation of council powers to staff positions; special authorities in relation to Single Room Accommodation; broader building inspection immunity. Additionally, Vancouver does not have the concept of concurrent authority with the province requiring provincial approval of bylaws for things such as protection of the natural environment. Vancouver was provided its own vacancy tax authority in 2016 that preceded the enactment of the provincial Speculation and Vacancy Tax.
- When the Community Charter was under development, Vancouver expressed concerns about losing these unique provisions. The City has maintained its preference to retain the VC and to not undertake any potential comprehensive review of the VC. Therefore, the unique provisions remain in the VC, even where they may be inconsistent with modern principles and approaches.
- Vancouver has often used these specific authorities creatively but, increasingly, amendments have been required in recent years to enable things that other municipalities could already do under the broad authorities model of the CC/LGA. Amendments to the VC have been made in response to requests from Vancouver and to provide Vancouver with more similar authorities/requirements to those in the CC/LGA in specific areas including recent separate amendments to mirror housing related legislation. In recent years the number of amendments has grown as Vancouver often finds itself in a situation where it lacks authorities that all other local governments have under the CC/LGA.



- Recent changes to the VC include new public hearing procedures; requirement for a city-wide Official Development Plan; dog licensing delegation authorities; exemption from development cost levies for First Nations building social housing on their land; expanded landscaping authorities; and expanded fee and defaulter’s expense authorities.

**Next Steps:**

- The targeted and incremental approach for select amendments to the VC so far accomplishes the interests of the City of Vancouver and the province. Therefore, the province has not contemplated a comprehensive review or repeal of the VC. This would require extensive consultation with Vancouver and significant time and resources.
- The Musqueam Indian Band, Squamish Nation and Tsleil-Waututh Nation (MST) have recently requested a commitment from both the province and the City of Vancouver to modernize the VC to make it consistent with the United Nations Declaration on the Rights of Indigenous Peoples. Advice/Recommendations; Cabinet Confidences  
 Advice/Recommendations; Cabinet Confidences  
 Advice/Recommendations; Cabinet Confidences see transition note  
 “Dissolution of the Vancouver Park Board.”
- A 2024 Court of Appeal decision in relation to rent controls for single room accommodations found Vancouver’s business licensing authority to be more restrictive than under the CC. A *Municipalities Enabling and Validating Act (No.5)* amendment was required to restore the bylaw and additional amendments to the VC will be proposed to address the limitation of the business licensing authority which has far-reaching implications for some of Vancouver’s regulatory schemes. **Note** the City of Surrey has very recently asked the province for a Surrey Charter, see transition note “Surrey Charter.”



## SURREY CHARTER

### Ministry of Municipal Affairs

#### Issue:

- Request for a Surrey Charter

#### Background:

- At various times since 1983, Surrey has lobbied for its own version of a “Surrey Charter.” Most recently, Surrey Council passed a motion establishing a charter for the City. Surrey points to rapid growth and its unique status as a major city as reasons for its own statute, yet most of the reasons used to support a special charter are not unique to Surrey—the issues identified are also common to other rapidly urbanizing areas in the province. The proposal endorsed by Council on September 10, 2024, seeks special authorities for Surrey that include:
  - Exemptions from new provincial housing legislation (counter to provincial authority);
  - Expansion of revenue sources through an empty homes tax, a municipal property transfer tax, and a utility tax (these revenue sources are currently a provincial authority with exception of Vancouver’s additional vacancy tax authority);
  - Enhancement of bylaw enforcement tools, including to allow Surrey to set their own maximum fines for bylaw contraventions, extending the time frame in which court orders relating to bylaw enforcement are effective, and expanding the scope in which Council may impose a remedial action requirement;
  - Reduced limits on allowing assistance to businesses (would need to consider conflict of interest rules/abuse of power considerations that this provision is aimed at);
  - Broader authority to delegate law-making powers to staff from Council, including extending protection against legal claims arising from exercise of such powers;
  - Authority to prohibit some business activities (currently business regulation has very limited ability for municipalities to prohibit or impose requirements);
  - Separate authority for building regulation (currently a provincial authority) noting that Vancouver has its own building code authority; and
  - Elimination of provincial approvals in spheres of shared authority with the province (e.g. public health; protection of the natural environment; wildlife; removal and deposit of soil and other materials).
- Municipalities in B.C. have not been incorporated under separate Charters since the establishment of a consolidated statute for all common municipal provisions, with powers for Cabinet to customize authorities for specific municipalities in Letters Patent. This dates from the *Municipal Act* which was the predecessor to the *Local Government Act*. Other narrow and purpose specific exceptions are Whistler and Powell River.
- The Community Charter which governs the authorities of municipalities, is the result of an extensive consultation process. The Community Charter was enacted in 2003 as modern



enabling legislation designed to represent a balance of the interests of citizens, businesses, municipalities, and the province, and was built on changes previously made to the *Local Government Act* during the 1996 - 2000 *Municipal Act* Reform initiative.

- The Vancouver Charter, which Surrey references as an example of a stand-alone Charter, remains as a separate piece of legislation due to historical circumstances, rather than provincial design. The archaic construction of older powers was carried into the current Vancouver Charter from its enactment in 1953. Officials from the City of Vancouver have been reluctant to consider repeal of many of these provisions, even where they are at odds with modern principles and approaches. The Ministry of Municipal Affairs must often amend the Vancouver Charter to allow Vancouver to establish similar modern authorities to those that all other municipalities have under the Community Charter which the Vancouver Charter lacks.

**Next Steps:**

Advice/Recommendations; Cabinet Confidences



## IMMIGRATION SERVICES AND STRATEGIC PLANNING

**ADM Responsible:** Rachel Holmes

### Overview of Core Business / Program Area:

The Immigration Services and Strategic Planning Division enables community-driven, inclusive progress in support of social, environmental, and economic well-being for all who make British Columbia home. The goals of the division are to:

- Ensure new residents and aspiring newcomers have timely and equitable access to the services and opportunities they require to build prosperous lives in B.C.
- Foster strong and collaborative partner relationships to develop and deliver community-focused and strategically aligned policies, programs and services.
- Ensure that non-profit community partners have fair and equitable access to government funding, programs, and services to collaboratively deliver on-the-ground value to British Columbians.

The division provides the Ministry with leadership and support in the areas of Strategic Planning and Legislative Services; Community Gaming Grants; Immigration Programs, and Immigration Policy & Integration.

### Strategic Planning and Legislative Services Branch

Provides leadership in the areas of legislative services, community policy, corporate priorities and strategic planning. Branch responsibilities include:

- Manage the ministry's legislative program including development and execution of the ministry's legislative plan.
- Coordinate and manage ministry Orders in Council (OIC), Ministerial Orders and board appointment processes.
- Lead and coordinate the ministry's involvement in the development and implementation of government's strategic plans.
- Lead and support branches from across the ministry in undertaking and implementing community policy and legislative issues, program design, project management and research and analysis.
- Lead corporate priorities including policy and planning issues related to immigration-driven population growth and support the Deputy Ministers' Working Group on Population.
- Ministry contact and liaison to the Crown Agencies and Board Resourcing Office.

### Community Gaming Grants Branch

Ensures all eligible not-for-profit organizations in B.C. have fair and equitable access to gaming funds to support the delivery of programs that benefit their communities. The Community Gaming Grants Branch distributes \$140 million annually from commercial gambling revenue to eligible not-for-profit organizations to support programs that directly benefit British Columbians and their communities.

- In 2023/24 approximately 4,600 community organizations received funding to support programs and services delivered to communities throughout B.C. That same year, the branch awarded 87 capital project grants, totaling \$7.2 million in funding.
- The branch is committed to supporting not-for-profit organizations and increasing awareness about the program. In 2023/24 the CGG team responded to over 1,500 organizations to provide advice on applying for funding and better understand current issues facing not-for-profits.
- Sector infographics are published on an annual basis since the 2020/21 fiscal year, and the 2023/24 Annual Report will be released in the Fall of 2024.



Immigration Programs Branch

Works to attract and retain entrepreneurs and in-demand international workers for permanent residence through the BC Provincial Nominee Program (BC PNP) to support the province’s economic and labour market priorities.

- The team delivers the BC PNP under the *Provincial Immigration Programs Act* and the Provincial Nominee Annex of the 2021 *Canada-BC Immigration Agreement*. The province has the authority to invite, assess and nominate economic immigrants for permanent residence based on B.C.’s priorities and selection criteria.
- Immigration, Refugees and Citizenship Canada (IRCC) sets annual national immigration targets and annual calendar-year nomination targets for B.C. and other provinces. In 2024, B.C.’s nomination allocation is 8,000.
- The Skills Immigration stream of the BC PNP (99 per cent of total nominations) targets skilled and semi-skilled workers with a B.C. job offer, and international graduates, targeting those who are best able to have an economic impact and support priorities across B.C., such as immigration to regions outside Metro Vancouver and workers in the health care, childcare, construction, and technology sectors.
- The Entrepreneur stream attracts experienced entrepreneurs to invest in, develop and manage businesses that will create or maintain jobs for British Columbians, with a focus on entrepreneurs in smaller centres.
- The team administers WelcomeBC.ca, the provincial immigration portal with information about immigrating, working, studying and living in B.C. and the province’s primary online immigration presence.

Immigration Policy and Integration Branch

Works to support newcomers to B.C. to successfully settle and integrate, and to develop immigration policy to support the priority labour market and economic needs of the province.

- Immigration Policy: Undertaking comprehensive policy analysis to provide strategic advice to elected officials.
- Settlement and Integration: Delivering settlement and integration programs that complement federal services and build community capacity to attract and retain immigrants across B.C., including the Career Paths for Skilled Immigrants Program, BC Newcomers Services Program for temporary residents and naturalized citizens, and Safe Haven Program for refugee claimants.
- Intergovernmental Relations: leading intergovernmental relations for the immigration portfolio, including the Ministry’s participation in multi-lateral forums.

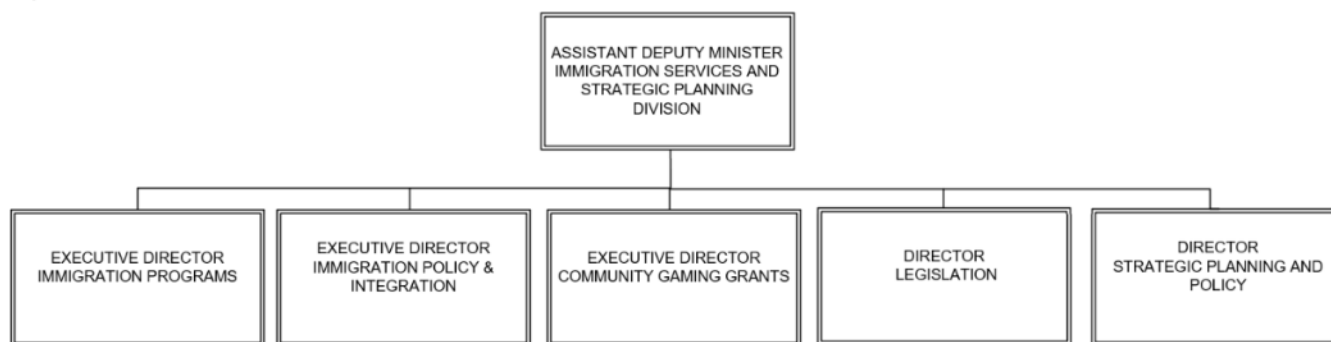
**Budget:** \$40.956M for FY 2024/25 (excluding \$140M of external recoveries for Community Gaming Grant)

**Full Time Equivalent (FTEs):** 153.89 as of June 30, 2024

**Related Legislation:**

*Provincial Immigration Programs Act, Ministry of International Business and Immigration Act (s.5), Gaming Control Act, Part 6*

**Organizational Chart:**





## FEDERAL IMMIGRATION LEVELS PLAN

### Ministry of Municipal Affairs

#### Issue:

- The federal government released its 2025-2027 immigration levels plan on October 24, 2024.
- The new levels plan includes a significant reduction in the number of new immigrants Canada will admit over the next three years and, for the first time, includes temporary resident (TR) admission targets. Previously the levels plan was limited to admission targets for new permanent residents (PRs).
- This plan comes amidst a dramatic drop in public support for immigration, which has been primarily driven by housing affordability challenges exacerbated by rapid immigration-driven population growth.
- Canada is expecting that the new levels plan will result in a 0.2% population decline over each of the next two years and reduce the housing supply gap by approximately 670,000 units by the end of 2027.
- While a “right sizing” of PR and TR levels is necessary to address housing affordability, other infrastructure/service pressures, and rising unemployment rates, such a dramatic federal shift in immigration levels and policy may have a short-term destabilizing effect on the economy, labour market, and ability for TRs to transition to PR status.
- Additionally, a decision by Canada to reduce admission targets for the Provincial Nominee Programs by half is likely to negatively impact the BC Provincial Nominee Program (BC PNP), which is the province’s only direct immigrant selection program. Canada sets the cap on the number of nominations a province can make, and how much “space” is available for nominations is largely dictated by the number of admissions under national level plan.

#### Background:

- Under the *Immigration and Refugee Protection Act*, Canada is required to table an immigration levels plan by November 1 each year. This plan includes targets for the number of PRs that will be admitted in each of the following three years by immigration category (e.g. economic, family, humanitarian).
- Admissions targets in the federal immigration levels plan are national, not provincial; most immigrants are selected by Canada and can choose where to live once they receive PR.
- The federal government is required by law to consult with provinces to inform development of the annual immigration levels plan. B.C. provided its annual levels submission to Canada in August 2024. Advice/Recommendations; Intergovernmental Advice/Recommendations; Intergovernmental Communications



- Targets for the overall admission of new PRs under the 2025-2027 immigration levels plan are reduced to 395,000 in 2025, 380,000 in 2026, and 365,000 for 2025 (under the previous year's levels plan, the 2025 target had been 500,000, which would have been an all-time high).
- Over the past several years, BC has received 15% of total new PR each year on average, meaning the number of new PRs for BC in 2025 could fall to approximately 57,800, compared to 70,845 in 2023 (a potential 18% drop).
- These reductions are distributed across all three major immigration categories: economic, family, and humanitarian. Despite the reduction in absolute numbers, the proportion of economic immigration in the plan increases slightly, reaching 62% of total new PRs by 2027.
- Within the economic category, targets for federal economic streams under the Express Entry system will increase 13% to 124,680, while targets for admissions under the PNPs are being reduced by 50% from 110,000 in 2024 to 55,000 in each of 2025, 2026 and 2027 – thus diminishing the provincial role in the immigration system.
- The federal immigration levels plan reflects the planned number of national admissions under provincial programs (nominees plus their spouses/dependents) but does not include each province's nomination allocation. Canada provides provinces with their nomination allocation approximately three to six months following the levels plan being released (though provinces continue to push for earlier notification of allocations to support program planning).
- Cutting PNP admissions by 50% will likely translate to future reductions in nomination allocations for provinces and territories. Despite Canada indicating in March 2024 that B.C. could expect allocation growth from 8,000 to 9,000 in 2025, there is now the potential of a significant reduction instead.
- The BC PNP has demonstrated strong labour market outcomes along with a high retention rate, a much higher TR to PR transition rate than federal streams, and an ability to best support regional immigration in the province. A lower nomination allocation will impede the BC PNP's ability to support strategic provincial economic and priorities and to facilitate retaining TRs who are already making strong economic contributions to the province.
- Another significant concern about the levels plan is the feasibility of reducing the TR population,



which requires having a higher 'outflow' of current TRs compared to the 'inflow' of new TRs.

- TR inflow targets largely reflect policy changes previously announced by the federal government this year, but the full impact of these policy changes has not yet been realized and it is unclear if they will prove sufficient to lower TR inflows to the target of 816,900 in 2025 and 659,036 in 2026.
- Based on permit expiry data, Canada is projecting an outflow of over 2.36 million TRs in the next two years. A large portion of current TRs want to stay in Canada permanently, but only a small fraction will be successful at obtaining one of the limited PR spaces.
- There are over 530,000 TRs currently residing in BC and of those, an estimated <sup>Intergov</sup> <sub>Arment</sub> have work permits that will expire in the next 12 months.
- There will be many people whose temporary work and/or study visas expire without opportunities for visa extensions or permanent residence. Some may choose to leave Canada, some may remain without legal status, and others may make a refugee claim as a last resort to stay in Canada legally. As such, an increase in the population of refugee claimants and undocumented individuals in BC is expected over the next few years. There is potential for TRs to feel significant distress leading to mental health issues and public protests over their circumstances.

**Next Steps:**

- Assess the impact of a potential PNP nomination allocation reduction, and actively engage with IRCC to mitigate the risk of B.C. receiving a substantial reduction.
- Assist the Ministry of Citizens' Services with assessing the impact of the new levels plan on provincial population growth forecasts.
- Monitor the social and economic impacts of high numbers of TRs with expiring permits.



## Attachment 1 - Canada's 2025-2027 Immigration Levels Plan

Immigration Category		2024 Target	2025 Target	2026 Target	2027 Target	2025 Change from 2024
<i>French-speaking Permanent Resident Admissions outside Quebec<sup>1</sup></i>		26,100	29,325	31,350	31,500	12.4%
<b>Economic</b>	Federal Economic Priorities <sup>2</sup>	110,770 <sup>4</sup>	41,700	47,400	47,800	12.6%
	In-Canada Focus <sup>3</sup>		82,980	75,830	70,930	
	Federal Business <sup>5</sup>	5,000	2,000	1,000	1,000	-60.0%
	Economic Pilots: Caregivers; Agri-Food Pilot; Rural and Northern Immigration Pilot; Economic Mobility Pathways Project	10,875	10,920	9,920	9,920	0.4%
	Atlantic Immigration Program	6,500	5,000	5,000	5,000	-23.1%
	Provincial Nominee Program	110,000	55,000	55,000	55,000	-50.0%
	Quebec Skilled Workers and Business <sup>6</sup>	TBD	34,500	TBD		n/a
	Regularization Public Policy <sup>7</sup>	-	50	100	200	n/a
	<b>Total Economic</b>	<b>281,135</b>	<b>232,150</b>	<b>229,750</b>	<b>225,350</b>	<b>-19.8%</b>
<b>Family</b>	Spouses, Partners and Children	82,000	70,000	65,500	61,000	-14.6%
	Parents and Grandparents	32,000	24,500	21,500	20,000	-23.4%
	<b>Total Family</b>	<b>114,000</b>	<b>94,500</b>	<b>88,000</b>	<b>81,000</b>	<b>-17.1%</b>
<b>Refugees and Protected Persons</b>	Protected Persons in Canada and Dependents Abroad	27,000	20,000	18,000	18,000	-25.9%
	Resettled Refugees - Government-Assisted <sup>8</sup>	21,115	15,250	15,250	15,250	-27.8%
	Resettled Refugees - Privately Sponsored	27,750	23,000	22,000	21,000	-17.1%
	Resettled Refugees - Blended Visa Office-Referred	250	100	100	100	-60%
	<b>Total Refugees and Protected Persons</b>	<b>76,115</b>	<b>58,350</b>	<b>55,350</b>	<b>54,350</b>	<b>-23.3%</b>
<b>Humanitarian &amp; Compassionate and Other<sup>10</sup></b>		<b>13,750</b>	<b>10,000</b>	<b>6,900</b>	<b>4,300</b>	<b>-27.2%</b>
<b>Overall Planned Permanent Resident Admissions</b>		<b>485,000</b>	<b>395,000</b>	<b>380,000</b>	<b>365,000</b>	<b>-18.6%</b>

<sup>1</sup> Represent the number of admissions required to meet 6% target in 2024, 8.5% in 2025, 9.5% in 2026 and 10% in 2027. Calculated based on admissions necessary to meet the targets, based on the overall ranges outside of Quebec.

<sup>2</sup> Includes admissions for eligible candidates with specific skills, training and language ability, through categories established by the Minister of IRC in the Express Entry system. The 2025 priority categories include: health care occupations, trade occupations, and French-language proficiency.

<sup>3</sup> Admissions from the Canadian Experience Class and other regional immigration pathways. May also come from Federal Skilled Workers and Federal Skilled Trades

<sup>4</sup> Previously Federal High Skilled under 2024-2026 levels plan.

<sup>5</sup> Includes the Start-up Visa Program and the Self-employed Persons Program.

<sup>6</sup> Per Canada-Quebec Accord, Quebec has full responsibility for selection of immigrants destined to Quebec, with exception of family class and protected persons. Quebec also tables its immigration plan on or before November 1 each year. Admissions targets for Quebec's economic programs used to calculate overall economic targets in the federal plan are 37,990 in 2024; 34,500 in 2025; and 35,500 in 2026

<sup>7</sup> Clients provided with permanent residency under a regularization initiative focused on those in essential service industries.

<sup>8</sup> Includes streams for human rights defenders in need of protection, as well as LGBTQI+ individuals.

<sup>9</sup> Persons selected on humanitarian and compassionate grounds, for reasons of public policy, and in the permit holder class. This also includes some admissions from Canada's responses to the situations in Ukraine, Sudan, and Hong Kong.

## BC PROVINCIAL NOMINEE PROGRAM - OVERVIEW

### Ministry of Municipal Affairs

#### Issue:

- The BC PNP is an economic immigration program that allows the province to select and nominate prospective immigrants for permanent residence. It allows the province to target applicants with the skills, experience, and qualifications most needed by B.C. employers in priority sectors, including workers in health care, childcare, technology, and other in-demand jobs.
- The federal government reduced B.C.'s allocation for 2024 from 9000 to 8000 and just released its 2025-2027 immigration levels plan on October 24<sup>th</sup>, 2024, which contemplates a 50% reduction in PNP admissions. As a result, the BC PNP will continue to experience significant operational impacts which may persist through 2027.
- The program has almost exhausted the allocation for 2024, which is resulting in increased processing times as the program waits for 2025 nominations to be made available. Since the program had staffed up in anticipation of the requested 2025 allocation of 11,000, an allocation of 4,000 (or less) would result in B.C. meeting its 2025 allocation prior to April 2025. A decision note on PNP intake management is being prepared.
- At the same time, is also increased advocacy from BC PNP candidates and their supporting employers, and temporary residents in B.C. with expiring work permits, particularly given the federal changes to the temporary foreign worker program to further limit and restrict access leaving many temporary residents already in B.C. with limited options to stay once their work permit expires.
- The BC PNP is a legislated program governed by the Canada-British Columbia Immigration Agreement (CBCIA) and the *Provincial Immigrations Programs Act* (PIPA). PIPA designates a Director of Immigration Programs, and program staff are statutory decision-makers who issue decisions on BC PNP applications on behalf of the Director of Immigration Programs following the principles of administrative justice. As such, replies to advocacy requests are managed through a centralized issues management process within the branch involving senior branch leadership.

#### Background:

- The Ministry of Municipal Affairs Immigrations Programs Branch (IPB) is responsible for administering the BC PNP, including program design, criteria, operations and program integrity.
- The BC PNP has two key components: Skills Immigration (SI), comprising of approximately 99% of the allocation, and Entrepreneur Immigration (EI), currently making up the remaining 1% of nominations.
- Ministry staff conducted a strategic review of SI in 2021 to bring it into better alignment with



government priorities. Policy changes to the SI streams have been implemented in phases since 2022, such as strategic targeting to support priority sectors and occupations, with the final implementation to take place in January 2025.

- The BC PNP's annual statistics report for 2023 shows that the program's design and targeted approach is resulting in improved program results. Since 2020, regional nominations increased from 21% of the SI nominations to 34%, healthcare increased from 172 nominees in 2021 to 779 and early childhood educator nominees went from 90 nominees to 842 in 2023.
- Engagement and collaboration continue to be a key element in supporting the administration and delivery of the program.
- Staff are currently reviewing the program's list of 102 priority occupations in collaboration with other ministries to ensure priority sectors are being supported effectively.
- With respect to EI streams, there is currently a strategic review underway to modernize the program to better support government's strategic priorities.
- The BC PNP has been collaborating with approximately 50 regional communities in the delivery of the EI Regional stream to attract international entrepreneurs to small communities (population less than 75,000) since 2019.
- In September 2024, the program opened community intake to participate in the BC PNP Regional Immigration Collaboration Initiative (BCPNP RIC) for regional communities interested in expanded collaboration with the BC PNP to attract and retain talent.
- The Branch's Anti-Fraud and Investigations Unit (AFIU), leads the branch in safeguarding the program's integrity and developing anti-fraud measures. The AFIU established a fraud risk management framework and risk registry to identify risks and prioritize actions to address based on risk level. AFIU also improves public awareness about fraud schemes and scams.

**Next Steps:**

- Schedule a briefing for the Minister to present the BC PNP.
- Implement the new BC PNP student streams in January 2025 that were announced in March 2024, subject to available nominations.
- Develop recommendations for the future of Entrepreneur Immigration for decision in early 2025.



## SUPPORTING REGIONAL COMMUNITIES THROUGH IMMIGRATION

### Ministry of Municipal Affairs

#### Issue:

- There is interest from communities outside Metro Vancouver Regional District to actively attract workers and entrepreneurs to their communities to support their labour market and economic development needs using immigration programs. However, active participation in immigrant attraction requires communities to be ready to receive newcomers to their communities to set these new families up for success.
- Communities know best the needs of their local economy and labour market and are well-positioned to play an active role in attracting new workers and entrepreneurs. Working with the local community network can help ensure that newcomers are welcomed, increasing the chances that they stay for the long term.
- With demand for the program at an all-time high, there is increased competition to be nominated for permanent residence which also leads to increased fraudulent activity in immigration. Communities can also be instrumental in helping the program detect fraudulent activity for investigation.
- Communities must have capacity and dedicate appropriate resources to actively attract and retain international workers and entrepreneurs. Community capacity is varied and some communities have approached the ministry to request direct funding or support for funding applications; however, there is currently no direct funding mechanism from the program for communities or other partners.
- The BC PNP has established a “concierge” service and created an engagement function within the Immigration Programs Branch (IPB) and hired three (3) Engagement Specialists to support communities and other key stakeholders with bespoke program informational and navigational support and expanded collaboration opportunities with the program. Communities have the opportunity to enroll in the BC PNP Regional Immigration Collaboration (RIC) initiative to play an active role in attracting and retaining international workers and entrepreneurs for their community.
- The federal government has also launched two new regional immigration pilots, the Regional Community Immigration Pilot (RCIP) and the Francophone Community Immigration Pilot (FCIP) which will select 15 communities across the country to work with Immigration, Refugees and Citizenship Canada (IRCC) to endorse workers for the selected community.

#### Background:

- Increasing regional immigration is one of the BC PNP’s strategic objectives and specific actions have been taken through the design of the program through awarding regional points in the BC PNP’s points-based intake management system.



- In September 2024 the BC Provincial Nominee Program (PNP) opened enrolment intake for the BC PNP RIC, which expands opportunities for local governments and economic development organizations outside of Metro Vancouver Regional District to support their economic development through immigration by collaborating with ministry staff. This initiative expands the successful collaboration with participating communities that have been actively working with the program to attract entrepreneurs since 2019.
- Since the launch of the Entrepreneur Immigration Regional Pilot, the program has nominated 18 entrepreneurs, referred by community partners, after successfully establishing new businesses in the regions. In addition, twenty-three entrepreneurs have arrived in smaller communities in B.C. with their families and are actively setting up their businesses.
- In 2023 the ministry implemented changes to the BC PNP to increase economic immigration to regions outside of Metro Vancouver to support continued economic development and growth by awarding additional regional points to candidates who are or will be working in the regions and those who have studied in regional post-secondary institutions.
- In 2023 regional nominations totaled 2809 and comprised 34.4% of the province's Skills Immigration nominations (calendar year), a 9.4% increase over 2022. For 2024 as of Aug 31, regional nominations totaled 3050, making up 41.7% of 2024 nominations.

**Next Steps:**

- September 16-November 15, BC PNP RIC community enrolment intake period for BC PNP Regional Immigration Collaboration initiative.
- In January 2025, BC PNP RIC community orientation and training for all communities.
- Spring 2025, promote the BCPNP Regional Immigration Collaboration initiative.





## BC PROVINCIAL NOMINEE PROGRAM ADDRESSING FRAUD

### Ministry of Municipal Affairs

#### Issue:

- Immigration fraud is a serious matter that involves the shared jurisdiction of both federal and provincial governments. The Immigration Programs Branch (IPB) actively supports a culture of fraud risk awareness.
- Following an Office of the Auditor General (OAG) Audit in 2020, an Anti-Fraud and Investigations Unit (AFIU) was established in 2020 to help safeguard against misrepresentation, fraud and corruption.
- The unit has established a Fraud Risk Management Framework and a key risk identified is the lack of sanctions for unscrupulous immigration consultants. Consumer Protection BC has indicated a desire to develop and implement a Licensing Regime for immigration consultants to help mitigate this risk.

#### Background:

- The AFIU currently has four staff dedicated to investigating fraud and misrepresentation in the BC PNP with plans for expansion and the addition of new roles.
- Staff cooperate and collaborate with other pertinent organizations, government departments, and enforcement agencies, such as Immigration, Refugees and Citizenship Canada (IRCC) and the Canada Border Services Agency (CBSA), to ensure fraudulent behaviour is investigated.
- Staff also collaborate with other provincial nominee programs nationally to mitigate fraud and are members of the Federal/Provincial/Territorial (FPT) Anti-Fraud Working Group (AFWG). The AFWG is co-chaired by IRCC and a PT member and is an ongoing forum for FPTs to share information and best practices related to anti-fraud issues, integrity risk concerns, fraud trends, tools, and resources.
- A particular area of fraud concern is unscrupulous behaviour by immigration consultants (authorized or not) who exploit immigrants and immigration programs for their own financial benefit.
- In 2023, there were close to 12,000 licensed immigration consultants in Canada and just over a quarter of them (over 3,000) were located in B.C. It is estimated that there are now over 13,000 licensed immigration consultants in Canada in 2024.
- B.C. does not currently have any legislation to sanction unscrupulous immigration consultant behaviour and must rely on the regulatory body, the College of Immigration and Citizenship Consultants (CICC), to discipline its own members.
- When an applicant declares a paid representative, only the use of a licenced consultant who is a member in good standing of the BC Law Society and CICC is permitted in the BC PNP.
- Consultants who are suspended or under investigation are not allowed to represent BC PNP applicants.
- Any applicant or employer who has committed fraud or misrepresentation may not be permitted to apply to the BC PNP for two years.



- Any claim of misrepresentation or fraud in the BC PNP is taken seriously and is investigated. Investigations may involve site visits, interviews and referrals to CICC or other authorities. If evidence of fraud or misrepresentation is discovered, all affected parties are provided an opportunity to respond before a decision is reached.
- The implementation of a formal Fraud Risk Management Framework, and a Fraud Risk Management Annual Progress Report, has further strengthened a consistent and systematic approach in enhancing and protecting program integrity.

#### Fraud Awareness and Reporting

- The AFIU has implemented a systematic and consistent process to triage, track, and follow-up on fraud tips sent to a dedicated fraud tips account.
- They have also provided specific information on the various kinds of fraud and where it can be reported on our webpage to increase fraud awareness and created a fraud awareness rack card that was distributed to settlement services and BC MLA offices.

#### **Next Steps:**

Advice/Recommendations



## SERVICES FOR NEWCOMERS

### Ministry of Municipal Affairs

#### Issue:

- Overview of provincial programs to support the integration of newcomers

#### Background:

- The Ministry is responsible for delivering programs and services that can help newcomers settle in B.C. Also known as settlement services, these targeted services for newcomers meet the unique needs of newcomers and act as navigators for newcomers to access services across many different areas such as education, health and housing.
- 'Newcomers' is a broad term that encompasses people with many types of temporary or permanent immigration status. Both the provincial and federal governments fund services for newcomers. In general, newcomers that are here temporarily on a work or study permit, are making a refugee claim, or who have obtained Canadian citizenship can receive supports from the province. Those who have permanent residence status are eligible for federally funded programs.
- On April 1, 2024 the Ministry launched two new and expanded programs to better support temporary residents, naturalized citizens and refugee claimants in their social and economic integration journey. The two programs are:
  - The **BC Newcomer Services Program (BCNSP)**, which helps temporary residents and naturalized citizens settle into their communities, practice English and find employment.
  - The **Safe Haven Program**, which provides specialized services for refugee claimants with the goal of reducing their vulnerability and increasing their community connections.
- The funding for these two programs quadrupled the funding level from the previous program, with a focus on addressing high client demand in the face of rapidly increasing temporary resident volumes.
- The combined funding for the two new programs is \$27M/year, delivered through multi-year contracts with organizations that are primarily non-profits specializing in newcomer services.
- Additionally, the province continues to invest \$6 million per year in the **Career Paths for Skilled Immigrants program** to help skilled newcomers find employment that utilizes their pre-arrival skills, education and experience. Approximately 70% of Career Path clients are employed in their field after completion of the program.
- Including the above programs as well as contracts to support capacity building and other one-time projects, the total provincial settlement service funding envelope is \$33.6M/year.
- These services complement Canada's investments in services to permanent residents to B.C., which will be approximately Government in B.C. in 2024/25. See Appendix 1 for more information on settlement services available in B.C.



- While the provincial funding increase was dramatic and called for by stakeholders for many years in response to high temporary resident volumes, contractors are already reporting service pressures in the new programs. Both the volumes of clients and the complexity of clients' needs are higher than was anticipated when the programs were designed and costed in 2022.
- Recent policy changes by Canada have put caps on the number of international students and temporary workers, and it is anticipated that further measures will be implemented in fall 2024 with the aim to reduce the temporary resident population in Canada from 6.8% to 5% of the total population over the next three years. How those changes will impact the volume of temporary residents seeking services remains to be seen. However, Ministry-funded services are available to newcomers already in B.C. as well as new arrivals, so there will be continued pressures on the program in the short term.
- The federal government currently plans to end settlement services to those Ukrainians who hold a Canadian-Ukraine Authorization for Emergency Travel (CUAET) visa on March 31, 2025, despite allowing Ukrainians to extend their permits to stay for up to an additional three years. If federal services are not extended, this will put a considerable strain on provincial settlement services to serve them. Notably, the federal offering for English language learning is much more comprehensive than the provincial offering and the gap in support will be significant.
- Additionally, the number of refugee claimant arrivals in B.C. has been increasing steadily over the last few years. It is anticipated that B.C. is on track to receive <sup>Advice/</sup> <sub>Recom</sub> claims this year compared to 7,700 in all of 2023 and 4,010 in all of 2022.
- While Quebec and Ontario receive the largest share of refugee claimants nationally (close to 90%) the existing systems and supports for refugee claimants in B.C. are not able to meet the current and rising demand. In particular, the lack of affordable housing options has put pressure on the homeless shelter systems, which are not designed to adequately support the unique needs of refugee claimants. Funded contractors continue to raise concerns about the lack of suitable housing options, as have some municipalities.
- In addition, this increased number of temporary residents are vying for limited permanent resident spaces, limiting the number of people who can transition to permanent residency. This is likely to result in temporary residents requiring provincially-funded services over longer periods of time, as well as greater incidence of clients experiencing mental health distress when faced with an expiring temporary permit and inability to access the increasingly competitive permanent resident pathways.

**Next Steps:**

- Although no further significant changes to the Ministry's newcomer service programming is planned at this time, the Ministry will continue to monitor client volumes and needs in the programs, as well as federal policy developments that may impact service dynamics.



## Appendix 1: Overview of settlement services in B.C. by immigration status

Available Programs	Services Available	Immigration Status
<b>Federal Settlement Services</b> Govern /year)	<ul style="list-style-type: none"> <li>All services available through the federal government including basic settlement services, formal and informal English language training and employment counselling</li> </ul>	<b>Permanent Resident – General Needs</b>
<b>Career Paths for Skilled Immigrants (Joint federal and Ministry funded program)</b> (\$6M/year provincial)	<ul style="list-style-type: none"> <li>Financial help to pay for professional training or licenses</li> <li>Job related English language training</li> <li>Supports to navigate the recredentialling process</li> <li>Workshops on Canadian workplace culture, mentorship, and employer connections</li> <li>Job search supports</li> </ul>	<b>Permanent Resident – Skilled Professional</b>
<b>BC Newcomer Services Program (Ministry funded program)</b> (\$14.7M/year)	<ul style="list-style-type: none"> <li>General settlement information and referrals</li> <li>Immigration application information &amp; assistance completing non-immigration related forms</li> <li>Community connections and outreach</li> <li>Informal English language practice</li> <li>Limited formal English language classes*</li> <li>Short-term non-clinical counselling</li> <li>employment networking, counselling and information</li> <li>Information on workplace rights and support for workplace violations</li> <li>Short-term pre-employment training &amp; supported access to employment programs</li> </ul>	<b>Temporary Resident</b> A newcomer with a temporary work or study permit  <b>Provincial Nominees</b> Individuals nominated by the BC Provincial Nominee Program and awaiting permanent residence  <b>Naturalized Citizen</b> An immigrant who received Canadian citizenship through a naturalization process
<b>BC Safe Haven Program (Ministry funded program)</b> (\$12.8M/year)	<ul style="list-style-type: none"> <li>All services available under the Newcomer Services Program (see above)</li> <li>Refugee claim submission process support</li> <li>Customized employment counselling</li> <li>Language assessments and formal language training</li> <li>Housing search and coordination</li> <li>Psycho-social trauma counselling</li> </ul>	<b>Refugee Claimants and Asylum Seekers</b> A newcomer who is seeking protection from persecution in their home country and does not have permanent resident status
<b>Federal Settlement Services (until March 2025 only)</b>	<ul style="list-style-type: none"> <li>Federal settlement services including formal English classes and pre-employment training.</li> </ul>	<b>Canadian-Ukraine Authorization for Emergency Travel (CUAET) Visa Holder</b>
<b>BC Newcomer Services Program (Ministry funded program)</b>	<ul style="list-style-type: none"> <li>All services available under the Newcomer Services Program except formal English classes and pre-employment training</li> </ul>	
<b>BC Safe Haven Program (Ministry funded program)</b>	<ul style="list-style-type: none"> <li>Psycho-social trauma counselling</li> </ul>	

\*only available outside the Lower Mainland



## FPT WORKING GROUP ON ASYLUM SEEKERS

### Ministry of Municipal Affairs

#### Issue:

- In May 2024, at the request of Quebec (QC), federal and provincial/territorial (PT) immigration ministers agreed to initiate an intergovernmental working group on asylum seeker management.
  - B.C. has actively participated in the working group since its commencement.
  - The working group is exploring potential redistribution models for asylum claimants (sometimes called refugee claimants or asylum seekers) to relieve acute pressures on QC and Ontario (ON), which together receive 90% of all asylum claims in Canada.
  - Intergovernmental Communications
- 
- IRCC has signaled a desire to work bilaterally with willing PTs to move claimants out of QC/ON and referenced potential implications to Provincial Nominee Program allocations for PTs that are not cooperative on this issue.

#### Background:

- Refugee claims are at record-high volumes in Canada and around the world. B.C. generally receives 5% of claims nationally, slightly more than all PTs (outside QC and ON) combined.
- Claims in B.C. are at record levels: 7,700 in 2023, nearly double that of 2022, and on pace for Intergov in 2024.
- The sharp rise in number of refugee claimants, in addition to other humanitarian arrivals such as displaced Ukrainians as well as the increased number of people in the province on study and work permits, have strained services and community infrastructure, especially homeless shelters, income assistance, health care, and K-12 schools. There is a risk of these pressures worsening depending on global conflicts, geopolitical tensions, the U.S. election outcome, and/or if Canada transfers claimants from other provinces.
- QC and ON want Canada to develop a national mechanism for relocating refugee claimants across the country based on the demographic weight of each PT. QC's proposal also advocates for geographically limited work permits that would limit claimants' ability to work to a designated jurisdiction.
- Intergovernmental Communications
- Intergovernmental Communications



## Intergovernmental Communications

- IRCC has indicated that federal resources to support claimant distribution efforts will be limited to the Interim Housing Assistance Program (IHAP). The federal Budget 2024 allocated \$1.1 billion for IHAP over three years, starting in 2024-2025. Government Financial Information; Government Financial Information; Intergovernmental Communications

- IRCC is encouraging PTs to develop claimant-specific housing plans to access IHAP funds in 2025-2026 and 2026-2027 but has not provided details on the parameters for future funding requests. Intergovernmental Communications

- During an FPT meeting on September 10, IRCC provided data on the current volume of asylum claimants in each PT, with hypothetical “proportional shares” of claimants that account for jurisdictions’ total population and existing humanitarian immigrants. To B.C.’s knowledge, the data was intended solely for FPT discussion purposes only and IRCC has not planned any claimant transfers from QC or ON to other PTs.
- On September 11, the National Post published an article based on the data discussed at the September 10 meeting. It is unclear how the National Post obtained the information from the September 10 meeting.
- On September 11 and 12, Premier Blaine Higgs of New Brunswick, Premier Danielle Smith of Alberta, Premier Tim Houston of Nova Scotia, and Minister Jeremy Harrison of Saskatchewan all publicly opposed any transfers of asylum claimants to their provinces.
- Federal Immigration Minister Marc Miller responded by stating the federal government will not force PTs to accept asylum seekers without compensation or consent. However, Minister Miller also acknowledged that IRCC could open hotels in any province to shelter asylum claimants and/or look to re-negotiate Provincial Nominee Program nominations for recalcitrant PTs.
- On September 16, Nova Scotia stepped down in its role as Co-Chair of the working group. Intergovernmental Communications



- Intergovernmental Communications
  - Intergovernmental Communications
- The Premier of Quebec has publicly stated that the federal government should consider a plan that would require claimants to go to other provinces; Intergovernmental Communications
- Intergovernmental Communications

**Next Steps:**

Intergovernmental Communications





## MAJOR CORPORATE ISSUE NOTE ON POPULATION CHANGE

**Ministry/Ministries:** CITZ, FIN, MUNI, PSFS, ECC, HLTH, HOUS, SDPR, PO.

### Issue:

- People are coming to B.C. in record numbers: we are expected to add 100,000 people to our population annually for the next two decades, or the equivalent of 10,000 every 37 days. Last year, 5.5 million people lived here – and by 2046 it is projected to be 7.6 million.
- Since 2022, population growth has been and will continue to be driven entirely by international migration, which is largely controlled by federal level policies.
- Why growth? B.C. needs to grow to support our ageing population – the province’s fertility rate is the lowest in Canada and starting in 2022 the number of deaths exceeds births. Even with current growth levels, over the next few years the proportion of working people to seniors will decrease to three to one – in the 1970s it was seven to one.
- Recent population growth has been rapid: approximately 455,000 over the last three years. In the last year alone, the population has grown by 10,000 people every 23 days, with non-permanent residents (NPRs) accounting for 72% of the growth.
- The federal government has announced restrictions on NPRs that will slow this growth in the immediate out-years. Current projections indicate a growth rate of 1.3% between now and July 1, 2025 (71,000 people), and a further decline to 1.0% the year after (59,600 people). Further federal changes are expected in November 2024.
- Advice/Recommendations  
Advice/Recommendations Sustained growth in the coming years, while down from recent historic highs, Advice/Recommendations  
Advice/Recommendations . Advice/Recommendations  
Advice/Recommendations

### Context and implications:

#### 1. Labour force needs

- Immigrants are expected to fill nearly half of all job openings in B.C. over the next ten years. Most permanent residents (PRs) are selected based on the skills they will bring to Canada. Administered by the Ministry of Municipal Affairs, the Provincial Nominee Program (PNP) is a skills-based selection program for PRs that is responsible for approximately 25% of new permanent residents to B.C. (includes spouses and dependents). In 2023, there were almost 71,000 new PRs to B.C., approximately 18,000 of which arrived through the PNP.
- The PNP and federal immigration programs help to address B.C.’s labour force needs with economic immigrants, but skilled workers also bring family with them (e.g. in 2023, 37% of new PRs were spouses and dependents of principal applicants). Advice/Recommendations  
Advice/Recommendations
- The Federal Budget 2024 eliminated Labour Market Transfer Agreement (LMTA) top-up funding resulting in a direct \$74M reduction in funding for workforce development and skills



training programs in B.C. Top-up funding had been available for the previous seven years. LMTA base funding has remained in place.

- B.C. needs a strong working age population to support the higher costs of education and healthcare for an ageing population and the very young. The younger age of newcomers is helping to moderate B.C.'s dependency ratio.
- For every four people who retire, only three new workers are available to fill existing vacancies. Over 66% of B.C. job openings, or almost 1 million postings, will be to replace retiring workers over the next ten years.

#### **Implications:**

- Canada allows the PNP to select only a small proportion of immigrants compared to the full stream, limiting B.C.'s ability to align newcomers with labour market needs and *Advice/Reco* Advice/Recommendations; Intergovernmental Communications
- Increasing numbers of retiring workers boost the need for skills training, as retiring workers take valuable skills and experience with them.

#### **2. Regional impacts of high growth**

- From 2016 to 2021, B.C. had four of the five fastest growing metropolitan areas in Canada.
- Over the next 20 years, the top five largest growing municipalities in B.C. are Surrey, Vancouver, Burnaby, Coquitlam, and the Township of Langley.
- The fastest B.C. rates of growth will be in Langford (nearly doubling), the Township of Langley, Surrey, Coquitlam, New Westminster, and Burnaby (all growing more than 60%).

#### **Implications:**

- Capital lags should be anticipated in areas of high growth, as current and planned projects may be oversubscribed upon completion. *Advice/Recom* Advice/Recommendations; Intergovernmental Advice/Recommendations; Intergovernmental Communications
- While growth has significant implications for the Provincial Government (e.g. schools, hospitals, roads and bridges) it also places growing pressures at the municipal level (roads, sewer, community centers, sewage treatment).
- For every 10,000 people we need 4,000 homes, with an average of 2.45 people per household. *Advice/Recom* Advice/Recommendations; Intergovernmental Communications Advice/Recommendations; Government Financial Information
- In all projected high-growth communities, primary care demand will outweigh supply.

#### **3. Change in NPR and immigration policy**

- Changes in federal immigration policy during the pandemic resulted in an unprecedented increase in NPRs. But this is shifting- by July 2026, this trend will be reversed with rapid reductions in the number of NPRs arriving in B.C. These recent changes could lead to a rapid loss of workers in a short time frame starting in 2025.



**Implications:**

- Reductions in NPRs arriving on study permits will have a significant negative financial impact on the post-secondary sector and local economies.
- Rapid reductions in the number of NPRs may also cause significant issues for sectors that have come to rely on these workers.

**4. Caseload Impacts**

Advice/Recommendations; Cabinet Confidences

**Implications:**

- In a trend across all sectors, rapid growth has stressed existing physical space constraints and workforce shortages which will take several years to rebalance as new facilities are built and workforce strategies are implemented.

**5. Revenue impacts of population growth**

- NPRs traditionally do not generate significant income for the province in tax contributions due to low incomes. Advice/Recommendations; Government Financial Information  
Advice/Recommendations; Government Financial Information
- Economic immigrants, who are a subset of all PRs, make significant contributions to the economy. Even one year after arrival, principal applicants under economic immigrant streams have higher median incomes than the provincial average and the differential has been growing since 2014. Median incomes for refugees or immigrants admitted under family sponsorship are much lower and grow more slowly.

**Implications:**

- Targeting supports and programming to non-economic immigrant streams improves long-term earnings potential and decreases income assistance needs.
- Both faster integration and stronger credential recognition to support newcomers to work at the full scope of their skill sets have the potential to resolve key labour market shortage

gaps while supporting faster and more significant economic contributions.

- Pursuing successful pathways to support growing numbers of refugees in particular can alleviate long-term caseload impacts on government programs.

**Decision(s) Required / Next Steps:**

Advice/Recommendations; Cabinet Confidences

Advice/Recommendations; Cabinet Confidences; Intergovernmental Communications

Advice/Recommendations; Cabinet Confidences

## Appendix 1: Breaking down sectoral growth impacts and service needs

### EDUCATION AND CHILD CARE

#### Sector considerations:

- K-12 enrollment numbers are often a key indicator of coming population pressures, given the statutory responsibility to provide K-12 education for all BC residents, including NPRs.
- The high rate of NPRs in recent years has put acute pressure on the K-12 school system in BC.
- Some regions face much more pressure than others as growth is not distributed equally across BC.
- Child care spaces are in a historical deficit which makes meeting new population numbers even more challenging.

Advice/Recommendations; Cabinet Confidences

## HEALTH

### Sector considerations:

- Service utilization pressures from an ageing population are a driving factor in the need for more health human resources. Some resources will enter the workforce as the BC population grows, but Ministry findings conclude that existing health sector gaps will not be improved sufficiently due to the increasing service needs with an ageing population.
- Population growth will also impact demand for services. For every 10,000 new BC residents, we estimate, per year, over 6,800 will need primary care services from a family practitioner, over 1,200 will receive care from a hospital, and over 800 will be beneficiaries of Fair PharmaCare.
- Newcomers fill needed recruitment numbers in health care. However, the proportion of immigrants admitted in 2016 to 2021 had a significantly lower proportion of medical professionals when compared to previous periods.

Advice/Recommendations; Cabinet Confidences



## HOUSING AND TRANSIT

### Sector considerations:

- Growth in housing supply, particularly in rental stock, is just beginning to move toward what is needed by BC's growing population, with more needed to address suppressed household formation, low vacancy rates, and price increases.
- Newcomers are 3 times more likely to rent than own, and 90% relocate to cities.
- Refugee-serving organizations continue to raise housing insecurity and homelessness as one of the predominant challenges facing asylum claimants.
- TransLink found a correlation between areas that receive higher numbers of immigrants and transit commute mode share – in particular areas with high proximity to transit hubs.

Advice/Recommendations; Cabinet Confidences

## SOCIAL SERVICES

### Sector considerations:

- Historically, sponsored and economic immigrants have a low rate of dependence on assistance.
- Refugees, especially refugee claimants, are 60 times more likely to receive assistance than other immigration types, and can require more intensive supports before they are able to integrate into the labour market.
- A soft labour market negatively impacts immigrant, especially recent immigrants, harder than Canadian citizens which can drive them onto income assistance.
- For MCFD and CLBC there is a lag between immigration and service utilization, so expect rising immigration levels to result in increased demand starting in the next few years.

Advice/Recommendations; Cabinet Confidences





## Appendix 2: Demographic information about new residents

<b>Top source countries</b>	<ul style="list-style-type: none"> <li>In the early 2000s, B.C. received the highest proportion of newcomers from China (26%); however, this has been decreasing over the last two decades to 10% in 2023.</li> <li>The highest proportion of newcomers to B.C. are now from India (33%). The other top countries in 2023 were China, the Philippines, Afghanistan, Iran, the USA, the UK, South Korea, Hong Kong and Brazil.</li> </ul>
<b>Languages of newcomers</b>	<ul style="list-style-type: none"> <li>Indo-Iranian is the largest language group for PRs (21%) and NPRs (32%). This is followed by English and Chinese languages.</li> </ul>
<b>Where newcomers work</b>	<ul style="list-style-type: none"> <li>The top five sectors employing newcomers are retail; health care; accommodation and food services; construction; and professional, scientific and technical services.</li> <li>NPRs are much higher represented in retail, accommodation and food services than are PRs.</li> </ul>
<b>Regional trends</b>	<ul style="list-style-type: none"> <li>Over the next 20 years, the top five largest growing municipalities in B.C. are Surrey (405,000), Vancouver (246,000), Burnaby (173,000), Coquitlam (103,000) and the Township of Langley (102,000).</li> <li>Fastest B.C. rates of growth will be in Langford (98%), The Township of Langley (70%), Surrey (65%), Coquitlam (64%), New Westminster (64%), and Burnaby (64%).</li> <li>Many small cities and towns are also likely to see significant growth between 2022 and 2046, either from newcomers, or from B.C. residents relocating to more rural areas – these include Sooke (63%), Courtenay (48%), and Chilliwack (48%).</li> <li>Municipalities projected to have the slowest growth in the same period are Quesnel (-3%), Prince Rupert (-2%), Trail (-1%), Williams Lake (0%), Oak Bay (1%), and Merritt (1%).</li> </ul>
<b>Age of newcomers</b>	<ul style="list-style-type: none"> <li>The average age of people in B.C. is 43, but the average age of newcomers on arrival is 34 years for interprovincial immigrants, 30 years for PRs, and 17 years for NPRs.</li> </ul>
<b>Growth and drop in NPRs</b>	<ul style="list-style-type: none"> <li>Since 2022, the flow of NPRs reached about 128,000 in 2023. This is eight times more than the pre-COVID average from 2015 to 2019. As of April 1, 2024, there were just over 500,000 NPRs living in B.C., making up 8.9% of the total B.C. population, nearly double the number of NPRs two years prior.</li> <li>By July 2026, B.C. Stats expects annual net NPR growth will be close to zero before balancing in response to the new lower targets set by Canada (where NPRs would reduce to 5% of the total population, rather than the 6.2% high in 2023). These recent changes could lead to a rapid loss of workers in a short time frame, starting in 2025.</li> <li>This coming reductions in NPRs stems from changed immigration policies at the federal level, a reduction in the inflows of international students due to study permit caps announced in April 2024, increased outflows of NPRs from the 2022-2023 boom as their permits expire, and transition of NPRs to PRs.</li> </ul>

## Appendix 3: Glossary

<b>Dependency ratio</b>	The ratio of seniors and children to working people between the ages of 18 and 65.
<b>Economic immigrants</b>	Economic immigrants generally enter through worker programs, business programs, or as provincial and territorial nominees (PNP program). Immigrants to Canada are broken into 4 categories: 1) economic immigrants, 2) immigrants sponsored by family, 3) refugees, and 4) other immigrants.
<b>Permanent Resident (PR)</b>	<p>A permanent resident (PR) is someone who has been given PR status by immigrating to Canada but is not a Canadian citizen. PRs are usually citizens of other countries, while some may be stateless persons.</p> <p>When refugees resettle in Canada from overseas, they can become PRs through the Government-Assisted Refugee Program or the Private Sponsorship of Refugees Program, but applications must be approved, and PR status is not granted immediately.</p> <p>Any temporary resident can apply to be a Permanent Resident.</p>
<b>Provincial Nominee Program (PNP)</b>	The federal government's Provincial Nominee Program grants provinces and territories the ability to target PRs to specific streams and requirements that meet local needs.
<b>Non-Permanent Residents (NPRs)</b>	Non-permanent resident refers to a person from another country with a usual place of residence in Canada and who has a work or study permit or who has claimed refugee status (asylum claimant).
<b>Temporary Foreign Workers (TFWs)</b>	Temporary Foreign Workers are participants in the federal Temporary Foreign Worker Program. This program allows Canadian employers to hire foreign workers to fill temporary jobs when qualified Canadians are not available.
<b>Temporary Residents (TRs)</b>	Temporary residents include students, workers and temporary resident permit holders. Can often be used interchangeably with NPRs.

## MANAGEMENT SERVICES DIVISION

**ADM Responsible:** Kim Horn for the Ministry of Tourism, Arts, Culture and Sport (TACS) and the Ministry of Municipal Affairs (MUNI); Brian Urquhart for the Ministry of Jobs, Economic Development and Innovation (JEDI) and the Ministry of Labour

### Overview of Core Business / Program Area:

The Management Services Division provides advice and administers the internal infrastructure, corporate services and systems that support effective service delivery for the four Economy Sector ministries: MUNI, JEDI; TACS; and Labour. Key areas of responsibility:

- Financial services:
  - Budget management and oversight
  - Financial management/operations
  - Financial reporting
  - Procurement
- Corporate Planning and reporting:
  - Corporate planning and reporting
  - Legislative development and coordination for JEDI and TACS, including coordinating Board appointments for JEDI, TACS and Labour
  - Business continuity planning
  - Risk management
  - Records management and Freedom of Information
  - Correspondence for JEDI, TACS and Labour
- Information Technology:
  - IT support and advice
  - Information security and privacy
  - Service Desk/Helpdesk
  - Systems and network infrastructure planning and development
- Strategic Human Resources:
  - HR operations
  - Strategic HR advice/support
  - Workforce and succession planning
  - Organizational design and development
  - Internal communications
  - Facilities

### Budget:

Core Business Area	2023/24 Restated Estimates <sup>1</sup>	2024/25 Estimates <sup>2</sup>	2025/26 Planned	2026/27 Planned
Management Services	15,328	16,445	16,445	16,445

<sup>1</sup> For comparative purposes, amounts shown for 2023/24 have been restated to be consistent with the presentation of the 2024/25 Estimates.

<sup>2</sup> The fiscal 2024/25 Estimates includes \$8.249M from MUNI, \$6.589 from JEDI, \$0.759M from LBR and \$0.848M from TACS.



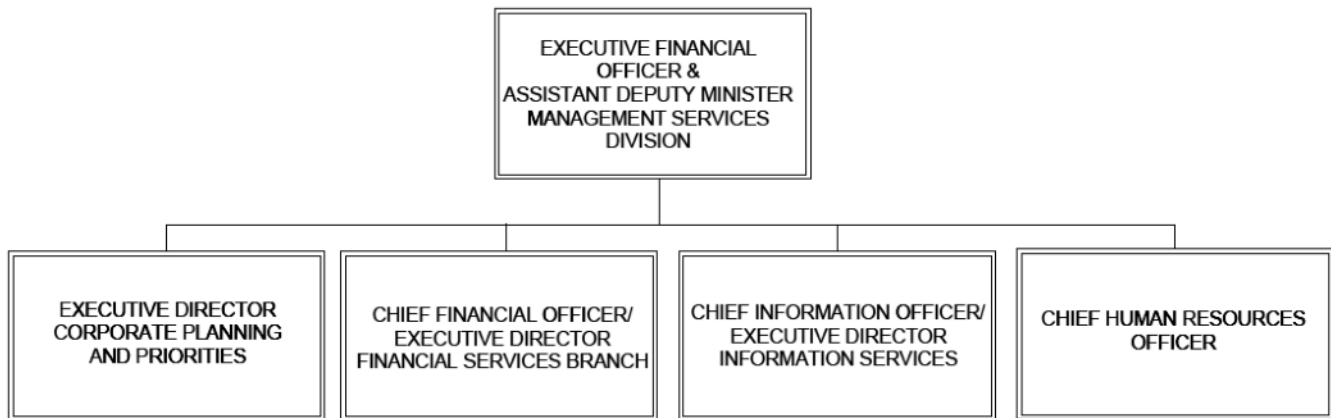
**Full Time Equivalents (FTEs):**

In this shared services model, FTEs are distributed between JEDI and MUNI pay-lists. However, staff provide support to program areas in all four Economy Sector Ministries. The below table summarizes JEDI, TACS and MUNI FTEs for FY 2024/25:

Average FTEs as of 30 June 2024 respectively	
MUNI	81
JEDI	52
TACS	2
<b>Total Economy Sector FTEs</b>	<b>135</b>

**Related Legislation:** N/A

**Organizational Chart:**



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Advice/Recommendations ; Cabinet Confidences ; Government Financial Information

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- MUNIs Estimates budget over the fiscal plan is as follows:

## Financial Summary

(\$000s)	2023/24	2024/25 Estimates	2025/26 Plan	2026/27 Plan
	Restated Estimates <sup>1</sup>			
<b>Operating Expenses</b>				
Local Government	221,845	222,432	222,471	222,471
Immigration Services and Strategic Planning	24,912	40,956	42,315	42,315
Executive and Support Services	9,140	10,035	10,035	10,035
University Endowment Lands Administration Account	13,565	14,882	15,133	15,320
<b>Total</b>	<b>269,462</b>	<b>288,305</b>	<b>289,954</b>	<b>290,141</b>
<b>Capital Expenditures</b>				
Executive and Support Services	2	2	2	2
University Endowment Lands Administration Account	833	4,833	1,700	1,300
<b>Total</b>	<b>835</b>	<b>4,835</b>	<b>1,702</b>	<b>1,302</b>

<sup>1</sup> For comparative purposes, amounts shown for 2023/24 have been restated to be consistent with the presentation of the 2024/25 Estimates.

Advice/Recommendations; Cabinet Confidences; Intergovernmental Communications



**Next Steps:**

- MSD will continue to work with MUNI Divisions and Treasury Board Staff to ensure that priority TB Submissions are being considered once TB is reformed post-election.
- MSD will continue to monitor the MUNI forecast to ensure we remain within our budget targets and update forecasts as priorities for the Ministry emerge.





## BOARD OF EXAMINERS PROGRAM PROFILE

**Division: Local Government**

**ADM Responsible: Tara Faganello**

### **Program Objectives:**

- Certification of local government employees and provision of financial support for training of local government staff.

### **Program Description:**

- The principal goal of the Board of Examiners is to improve the professional skills of B.C.'s local government employees.
- The Board is responsible for awarding certificates to local government employees who meet the standards of qualification in local government administration, as prescribed in the Board of Examiners Regulation, pursuant to the *Local Government Act*.
- The Board is also responsible for issuing scholarship awards to eligible persons employed by a municipality, regional district, improvement district, Union of British Columbia Municipalities (UBCM), Municipal Finance Authority of BC or a First Nation with membership in the UBCM who wish to undertake training leading to certification or to upgrade their professional skills.
- The three-person Board is appointed by Cabinet with representation from key partners in the local government system. The three appointees and their respective organizations are as follows: Marijke Edmondson (Municipal Affairs); Linda Glenday (Local Government Management Association); and Marie Crawford (UBCM).

### **Priorities/Key Initiatives:**

- Providing four categories of certification to local government staff – who qualify based on experience in local government and mandatory education in the fields of local government leadership and management, services, finance, law, policy, and economics – remains a key function of the Board.
- Providing scholarship awards to eligible persons employed by a municipality, regional district, improvement district, UBCM, Municipal Finance Authority, or a First Nation with membership in the UBCM who are pursuing courses leading to certification or wishing to upgrade their professional skills through enrolment in post-secondary courses of study and/or attendance at seminars relating to local government administration, ensures a continuing high level of skill and professionalism of employees in the local government field.
- In September 2024, the UBCM nominee announced her intention to retire in November 2024. The UBCM has selected a replacement nominee, and an appointment order will be required to ensure that the Board of Examiners continues to have a robust representation.



**Current Appointees:**

Name	Position	Date First Appointed	Term Expiry
Edmondson, Marijke	Member	2022-04-01	2025-03-31
Crawford, Marie	Member	2007-02-06	2025-11-04
Glenday, Linda	Member	2022-04-01	2025-03-31

Note that current appointees hold office "...until their successors are appointed".

**Website:** <http://www.gov.bc.ca/localgov-board-of-examiners>

**Contact:** Marijke Edmondson, Strategic Advisor  
Local Government Division  
778 698-3227



## ISLANDS TRUST CONSERVANCY PROGRAM PROFILE

**Division: Local Government**

**ADM Responsible: Tara Faganello**

### **Program Objectives:**

- The Islands Trust Conservancy (Conservancy) works to preserve natural landscapes, cultural heritage, and ecosystems in the Islands Trust Area.
- As a regional land trust, the Conservancy works with private landholders and donors, local conservancies, environmental organizations, charitable foundations, academic institutions, businesses, First Nations and all levels of government to protect places of natural significance in perpetuity.
- The Conservancy receives donations of land, conservation covenants, and cash; monitors and manages land to conserve and restore biodiversity; and works with islanders on private land stewardship.

### **Program Description:**

- The Conservancy is a separate corporate entity within the Islands Trust, established by the *Islands Trust Act* to acquire, hold and manage land and receive donations for the purpose of carrying out the object of the Islands Trust in compliance with a plan approved by the Minister of Municipal Affairs.
- The Islands Trust pays for the administration of the Conservancy, and the Conservancy Board of Directors is comprised of three members of the Trust Council (one of whom must be an Executive Committee member) and up to three people appointed by the Minister of Municipal Affairs.
- As of March 2024, the Conservancy has protected more than 1,380 hectares (3,410 acres) of land on 113 private properties throughout the Islands Trust Area through the creation of 34 nature reserves and the placement of 79 conservation covenants.

### **Client Profile:**

- The Trust Area consists of over 450 islands located in Georgia Strait and Howe Sound, running from the United States border north to and including Denman Island.
- The Conservancy has strong relationships with regional, provincial and federal governments and land conservancies, other agencies, First Nations, community groups and landowners.
- The Islands Trust administers operations of the Conservancy. As per the March 31, 2024, audited financial statement, Islands Trust had \$1.26 million in operational expenditures for Conservancy services for Fiscal 2023-2024. The Conservancy has eight staff.

### **Priorities/Key Initiatives:**

- The Conservancy as a regional conservation land trust normally operates in compliance with a



Minister-approved plan. The Conservancy is currently operating without an approved plan as it collaborates with local First Nations to develop one. During this period, the Minister’s approval is required for decisions typically governed by the plan, such as acquiring, holding, or disposing of land. Given the need to incorporate Indigenous knowledge on land management, identify key areas for protection, and build relationships with First Nations, the plan is expected to be submitted to the Minister by 2026.

- In 2019 the Islands Trust Conservancy Board passed a Reconciliation Declaration. Since then, the Islands Trust Conservancy has undertaken several initiatives in support of reconciliation. In March 2024 the Islands Trust Conservancy Board amended policies related to assessment of conservation proposals, negotiation of conservation covenants and management of land to require early engagement with First Nations. The Board intends to develop a Reconciliation Action Plan following engagement in 2025 with First Nations on the Islands Trust Conservancy 5 Year Plan.
- In the autumn of 2020, Islands Trust Conservancy signed a three-year agreement with Environment and Climate Change Canada (ECCC) to deliver a Species at Risk Program (SAR Program) for the Islands Trust Area. That agreement was amended in November 2022 to extend it until March 31, 2026. The amended agreement increased the total financial commitment from ECCC to \$1,328,000 over the six years with \$220,000 allocated to programming in 2023/2024.
- In 2023/2024, the Conservancy protected 3.44 hectares of land on Salt Spring Island through the creation of a Nature Reserve, 1.9 hectares through a conservation covenant on North Pender Island, and conserved additional land at Brooks Point Regional Park, expanding the park to 4.81 hectares.

**Current Appointees:**

Name	Appointment	Date of First Appointed	Date of Re-Appointment	Term Expiry
Dr. Risa Smith, Chair	Provincial	2021-07-12	2023-08-21	2026-08-21
Charles Kahn	Provincial	2023-08-21	2024-08-21	2026-08-21
Tanner Timothy	Provincial	2024-08-21	N/A	2025-08-21
Lisa Gaverau	Trust Council			
Susan Yates	Trust Council			
Tobi Elliot	Executive Committee			

**Website:** [www.islandstrustfund.bc.ca](http://www.islandstrustfund.bc.ca)

**Contact:** Marijke Edmondson, Executive Director,  
Land Use, Planning and Regional Impacts Branch,  
778-698-3227



**Ministry of Municipal Affairs (MUNI)  
30-60-90-Day Issues**

Issue / Decision / Activity	Brief Description
<b>30 Days</b>	
<p>Advice/Recommendations; Cabinet Confidences; Government Financial Information; Intergovernmental Communications</p> <p>Advice/Recommendations; Cabinet Confidences; Intergovernmental Communications</p> <p>Advice/Recommendations; Cabinet Confidences; Intergovernmental Communications</p>	
FPT Asylum Seeker Working Group	Advice/Recommendations
Foreign Workers and Immigration Levels	<p>It is anticipated that the federal government will make numerous immigration policy changes in Fall 2024, in the lead-up to (or part of) the new Immigration Levels Plan that will be released by November 1, 2024. Some changes to foreign worker program policies have already been announced, with the aim of reducing the temporary resident population. These changes are likely to result in population changes in B.C. that present both challenges and opportunities for B.C.'s economy, labour market, housing market, and other government services. See Corporate Issues Note "BC Immigration Policy Strategic Approach" for additional information.</p>
Advice/Recommendations; Cabinet Confidences	



Issue / Decision / Activity	Brief Description
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**60 Days**

Advice/Recommendations; Cabinet Confidences; Government Financial Information; Intergovernmental Communications

Advice/Recommendations; Cabinet Confidences; Intergovernmental Communications

Advice/Recommendations; Cabinet Confidences; Intergovernmental Communications

**90 Days**

Advice/Recommendations; Cabinet Confidences

Intergovernmental Communications

Advice/Recommendations; Cabinet Confidences; Intergovernmental Communications



**MINISTRY OF MUNICIPAL AFFAIRS  
KEY STAKEHOLDERS**

**Local Government Stakeholders**

Name	Description	Key Issues / Interests
<p><b>Elections BC (EBC)</b> Anton Boegman Chief Electoral Officer</p>	<p>Non-partisan Office of the Legislature responsible that administers provincial general elections, by-elections, recall petitions, initiative petitions, initiative votes, referenda and plebiscites, and oversees campaign financing and advertising rules at the local level (Elections BC does not administer voting or candidate nominations for local elections). Headed by the Chief Electoral Officer, whose responsibilities and duties stem from the <i>Election Act</i>, the <i>Recall and Initiative Act</i>, the <i>Referendum Act</i> and the <i>Local Elections Campaign Financing Act</i>.</p>	<ul style="list-style-type: none"> <li>• Campaign financing, disclosure and election advertising rules as set out under the Local Elections Campaign Financing Act (LECFA). EBC has a keen interest in being apprised, engaged and consulted on changes to LECFA.</li> <li>• EBC representatives on the Elections Technical Advisory Committee to coordinate administration/education/training for local elections.</li> </ul>



Name	Description	Key Issues / Interests
<b>Government Finance Officers Association of British Columbia (GFOA-BC)</b>	A not-for-profit organization that represents local government finance professionals across BC. Focus is on the support, education and development of finance professionals.	<ul style="list-style-type: none"> <li>• Maintenance of corporate knowledge among local government finance staff.</li> </ul>
<b>Housing Infrastructure and Communities Canada (HICC)</b>	HICC works with all orders of government and key partners to invest in modern public infrastructure and build inclusive, connected and resilient communities across Canada.	<ul style="list-style-type: none"> <li>• Bilateral partner on multiple infrastructure funding programs: <ul style="list-style-type: none"> <li>○ CHIF (proposed)</li> <li>○ ICIP</li> <li>○ PTIF</li> <li>○ NBCF-SCF</li> </ul> </li> <li>• Collaborates on infrastructure issues.</li> <li>• Metro Vancouver Wastewater Projects.</li> </ul>
<b>Local Government Management Association (LGMA)</b>	Represents non-elected local government officials within the province. Strives to promote professional management and leadership excellence in local government, and to create awareness of the local government administrator's role in the community. Supports local government through education, training, professional development, and networking.	<ul style="list-style-type: none"> <li>• Matters affecting local government administrators with particular focus on education and training and concerns about good governance of local governments in the province (e.g. codes of conduct; elected-staff relations; local government procedures).</li> <li>• Supports implementation of building official qualifications.</li> </ul>





Name	Description	Key Issues / Interests
<b>Municipal Finance Authority of British Columbia (MFA-BC)</b>	<p>Owned by local governments, the MFA operates like a credit union to pool the borrowing needs of local governments and provide flexible, low-cost financial services. The MFA provides long-term and short-term financing, investment management, leasing, interim financing and other financial services to local governments and other public institutions in B.C.</p>	<ul style="list-style-type: none"> <li>• Long-term debt financing on behalf of Local Governments and generally concerned about maintaining fiscal health of the local government system in BC.</li> </ul>
<b>Municipal Insurance Association of BC (MIA-BC)</b>	<p>Provides pooled insurance, property related legal advice and related training for local governments.</p>	<ul style="list-style-type: none"> <li>• Changing insurance landscape in light of climate change.</li> </ul>
<b>Northern Development Initiative Trust (NDIT)</b>	<p>A non-profit corporation that stimulates economic growth through investments in grassroots, community-led projects.</p>	<ul style="list-style-type: none"> <li>• Delivers Northern Healthy Communities Fund (LNG impacts mitigation).</li> </ul>



Name	Description	Key Issues / Interests
<b>Planning Institute of British Columbia</b>	<p>PIBC is a professional association of planners in British Columbia and the Yukon and has been dedicated to the advancement of the planning profession for more than 60 years. PIBC is the westernmost affiliate of the Canadian Institute of Planners (CIP) – the national association. The Institute was incorporated in 1958 under the Society Act of British Columbia with just eight founding members. There are currently close to 1,600 members.</p>	<ul style="list-style-type: none"> <li>• Development approvals and other land use planning issues.</li> </ul>
<b>Provincial and Territorial Officials' Committee (PTOC) on Local Government</b>	<p>PTOC works collaboratively to advance local government affairs through research, shared expertise and knowledge, building of consensus positions, and innovative best practices.</p>	<ul style="list-style-type: none"> <li>• With representatives from all provinces and territories (P/Ts), PTOC provides three key services: <ul style="list-style-type: none"> <li>○ support for annual meetings of ministers and deputy ministers responsible for local government,</li> <li>○ research, and</li> <li>○ library and information services.</li> </ul> </li> <li>• Role of chair rotates annually, among the P/Ts.</li> </ul>



Name	Description	Key Issues / Interests
<b>Union of British Columbia Municipalities (UBCM)</b>	<p>The UBCM was formed in 1905 to provide a common voice for local government. The annual UBCM Convention is the main forum for UBCM policymaking, and policy resolutions passed at Convention are communicated to Government for response. As the lead Ministry at Convention, MUNI is responsible for government's participation at Convention in conjunction with the Premier's office and other ministries and agencies. MUNI's Minister, as host minister, attends key Convention program events including providing a main address to delegates and meets with local government and UBCM First Nation member delegates in a series of individually scheduled meetings coordinated by Local Government Division staff. MUNI's Minister / senior staff also attend quarterly UBCM Executive Committee and staff-level meetings to discuss matters of interest to local government.</p>	<ul style="list-style-type: none"> <li>• MUNI is the medium of communication with UBCM for local government matters in the province.</li> <li>• Complete range of issues related to local government / provincial interactions such as: <ul style="list-style-type: none"> <li>○ Consultation (statutorily required on certain legislative changes)</li> </ul> </li> <li>• Education: <ul style="list-style-type: none"> <li>○ Board of Examiners local government scholarship and certification programs</li> </ul> </li> <li>• Infrastructure Funding: <ul style="list-style-type: none"> <li>○ Co-signatories to the Gas Tax Agreement</li> <li>○ Participates in funding program oversight committees</li> <li>○ Key partner on asset management</li> </ul> </li> <li>• Green Communities Committee: <ul style="list-style-type: none"> <li>○ Joint UBCM-MUNI initiative</li> </ul> </li> <li>• Provincial / UBCM working groups.</li> <li>• Provincial program administration.</li> <li>• Local government participation in B.C.</li> </ul>



Name	Description	Key Issues / Interests
<b>Urban Development Institute</b>	UDI is an association of the development industry (including land planning) and its related professions. With an aim of fostering communication between industry, government and the public, UDI serves as the voice of the real estate development industry with government.	<ul style="list-style-type: none"> <li>• Development approvals and other land use planning issues.</li> <li>• General Development Financing issues, DCCs, Latecomers, etc.</li> <li>• Commercial/Non- residential property assessments and property tax issues in the City of Vancouver. Required contributions to Contingency Reserve Funds for strata developments.</li> </ul>
<b>First Nations Summit</b>	The First Nations Summit (FNS) is comprised of a majority of First Nations and Tribal Councils in British Columbia and provides a forum for First Nations in B.C. to address issues related to Treaty negotiations as well as other issues of common concern.	With UBCM and the federal government the Ministry has had a partnership with the FNS for the delivery of the Regional Community-Community forum program for over 20 years. Since 2020 FNS, CivicInfoBC and LGD have created and maintained the Joint Indigenous and Local Government Initiatives and Relations collection of resources.
<b>Union of BC Indian Chiefs (UBCIC)</b>	UBCIC supports First Nations at the community, nation and international level for the recognition of aboriginal rights and respect for aboriginal cultures and societies.	The Ministry is collaborating with the UBCIC (along with UBCM) to develop guidance materials for local governments for implementing United Nations Declaration on Rights of Indigenous People and the Truth and Reconciliation Committee's calls to action.



## Public Libraries Stakeholders

<p><b>Association of BC Public Library Directors (ABCPLD)</b></p>	<p>The ABCPLD is an executive association of BC public library directors, serving as a platform for knowledge exchange amongst public library directors and public libraries across the province with 65 Public Library Directors (CEOs, Chief Librarians). Core liaison for ministry staff to library executive leadership.</p>	<ul style="list-style-type: none"> <li>• Static public library funding (Sector is looking to raise funding from \$14M to \$30M annually).</li> <li>• Effective operations of public libraries challenged by raising costs of delivering library services (inflation, costs of electronic collections).</li> <li>• Succession of library boards and executive staff.</li> </ul>
<p><b>BC Library Association (BCLA)</b></p>	<p>BCLA is a non-profit, cross- sectorial, voluntary member association with approximately 850 individual and institutional library members (made up of library workers and leaders).</p>	<ul style="list-style-type: none"> <li>• BCLA advocates on several issues including intellectual freedom, promotion of the value of libraries.</li> <li>• Static public library funding (Sector is looking to raise funding from \$14M to \$30M annually).</li> </ul>
<p><b>BC Libraries Cooperative</b></p>	<p>The BC Libraries Cooperative (BCLC) is a key library service partner. They provide access to affordable digital infrastructure and services to public libraries. They strive to improve efficiency, reduce costs, and extend service deliver in libraries. All 71 B.C. public library systems plus approximately an additional 130 library members (K-12 post-secondary, special and other PTs) across Canada.</p>	<ul style="list-style-type: none"> <li>• Connectivity/Internet Broadband, Technical infrastructure in rural, small/medium communities.</li> <li>• Public library funding impacted by inflation and raising staffing costs.</li> <li>• Accessible (reading format) library collections and services.</li> </ul>



<p><b>BC Library Trustees Association</b></p>	<p>The BC Library Trustees Association’s (BCLTA) mission is to support and represent trustees in advancing public libraries, while providing a range of services to trustees and boards to help them become leaders in their communities, with 68 Public Library Boards, made up of over 700 volunteer community appointees and local elected officials.</p>	<ul style="list-style-type: none"> <li>• Static public library funding (request to increase funding to \$30M from \$14M annually).</li> <li>• Support for public library trustees (volunteers) and building effective library governance (recruitment and training).</li> <li>• Promotion of the value of libraries to communities.</li> </ul>
<p><b>Decoda Literacy Solutions</b></p>	<p>Decoda Literacy Solutions is a non-profit organization with a focus on provincial literacy. They provide resources, training and grants for community-based literacy programs and initiatives in communities across the province. (e.g. Community Adult Literacy Program, Literacy Outreach Coordination).</p>	<ul style="list-style-type: none"> <li>• Government support for a vision of a British Columbia where everyone has the literacy skills they need.</li> <li>• Increase to static funding for provincially supported literacy initiatives.</li> </ul>



## Immigration Stakeholders

<p><b>Affiliation of Multicultural Societies and Service Agencies of BC (AMSSA)</b></p>	<p>AMSSA is the umbrella association for the immigrant-serving sector in B.C.</p>	<ul style="list-style-type: none"> <li>• Provides training, resources, coordinates events for organizations that deliver services to newcomers.</li> <li>• Also represents the newcomer-serving sector on issues impacting organizations and on immigration-related matters.</li> <li>• Currently receiving \$1.5M from MUNI to provide professional development and supports to the newcomer serving organizations that are delivering MUNI funded programming for newcomers.</li> <li>• Also receives funding from Canada to deliver similar supports to federally funded organizations that deliver front-line programming for newcomers.</li> </ul>
<p><b>Canadian Bar Association – BC Chapter (Immigration Section)</b></p>	<p>The BC Branch of the Canadian Bar Association (CBABC) Immigration Section are members of the CBA practicing immigration law.</p>	<ul style="list-style-type: none"> <li>• PNP legislative / regulatory changes.</li> <li>• PNP program design or pilot projects.</li> </ul>
<p><b>College of Immigration and Citizenship Consultants (CICC)</b></p>	<p>CICC is the national regulatory body that oversees regulated immigration and citizenship consultants and international student advisors.</p>	<ul style="list-style-type: none"> <li>• Sharing of information to enhance program integrity.</li> <li>• Investigates and publicly lists “suspended” immigration consultants.</li> </ul>



# Government 101

Overview of Key Roles, Structures & Processes

October 2024





# Overview

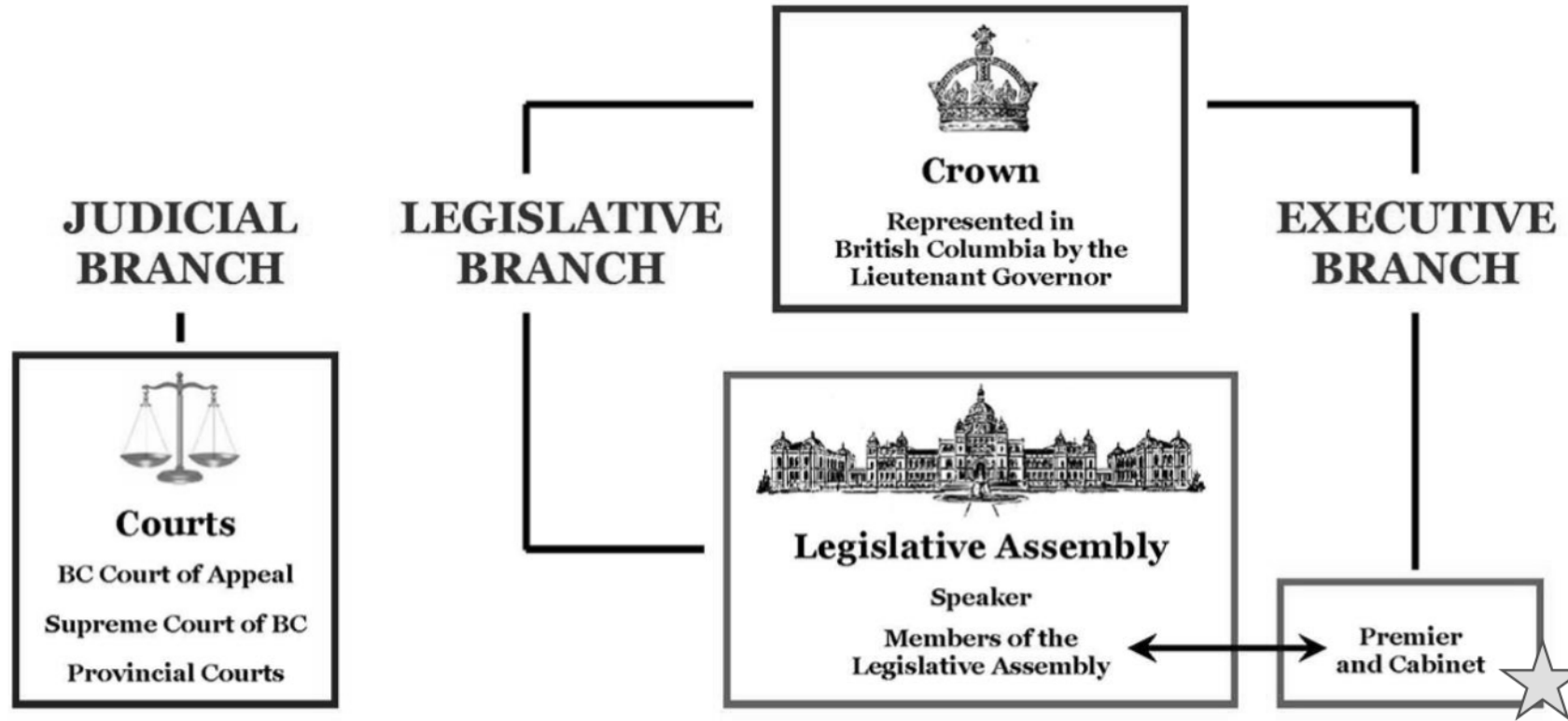
- Introduction
- Office of the Premier
- Roles & Responsibilities
- Government Decision Making
- Cabinet Confidentiality
- Conflict of Interest
- Records Management



# Introduction



# The Three Branches of Government



# The Executive Council or Cabinet

- Established under section 9 of *Constitution Act*
- Ultimate decision-making body of government
- Members appointed by the Lieutenant Governor on advice from Premier
- Chaired by the Premier



# Office of the Premier





# Key Roles

## Premier's Chief of Staff

- Most senior political advisor
- Provides strategic advice to the Premier and Executive Council (Cabinet) to advance government's policy and legislative agenda
- Coordinates and develops government's strategic and policy objectives
- Coordinates cross-government communications and issues management
- Develops and maintains relationships with major stakeholders
- All Ministers' chiefs of staff report to the Premier's Chief of Staff

## Deputy Minister to the Premier

- Most senior public servant (non-political official)
- Serves as Cabinet Secretary and head of the BC Public Service
- Provides non-partisan advice to the Premier on public policy, development of legislation, and operational issues
- Ensures effective administration of programs and services, the development and implementation of key policy initiatives
- Manages a professional and non-partisan public service
- All Deputy Ministers report to the Deputy Minister to the Premier



# Roles & Responsibilities





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# Government Decision-Making



# Cabinet-Level Decisions



## Policy

Cabinet considers and provides direction on significant new policies or shifts in policy. It may also provide direction on contentious issues and issues with significant cross-government and inter-governmental implications.



## Fiscal

Treasury Board considers and provides direction on the overall financial decision making of the province and the execution of the fiscal plan, including making regulations or issuing directives to control or limit expenditures.



## Legislative

Cabinet considers and provides direction on legislative priorities and legislation.

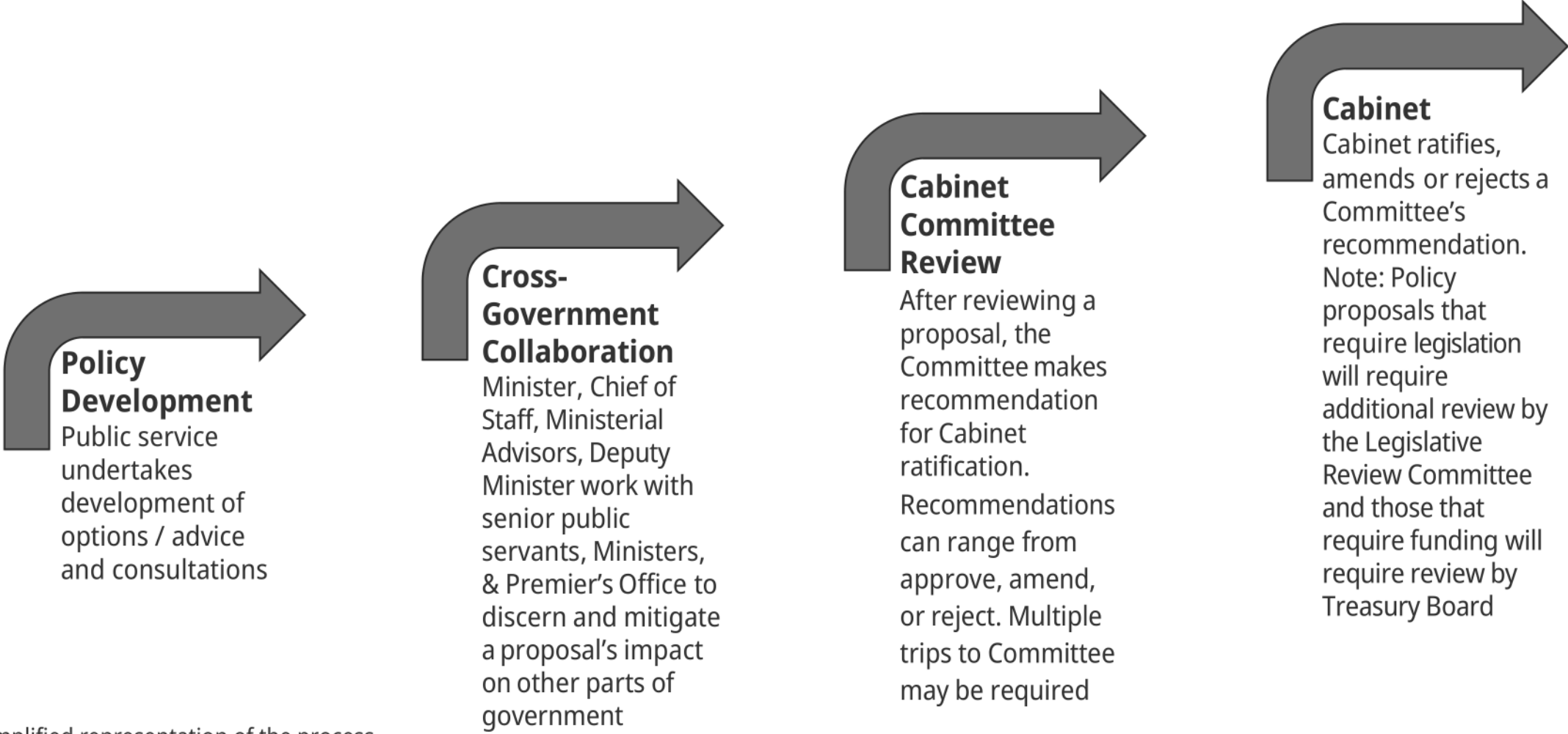


## Regulations / OICs

Cabinet considers and provides direction on regulatory changes, appointments and more through Orders in Councils (OICs).



# Government Decision-Making: Key Steps\*



\*This is a simplified representation of the process





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# Cabinet and Cabinet Committees

- Policy or program proposals require formal Cabinet approval to proceed:
  - This process involves a Cabinet Submission, sometimes more than one, for review and decision
  - Policy and funding decisions are determined separately, through Cabinet and Treasury Board respectively
  - This process applies even if the item is listed in a Minister's Mandate Letter
  - The Deputy Minister to the Premier, in their role of Cabinet Secretary, is responsible for what advances into the Cabinet review process
  - The process and administration of Cabinet and Cabinet Committees is managed through the office of Cabinet Operations
- Cabinet and Cabinet Committees reach decisions through discussion and consensus
- Decisions are set out in minutes and are formally communicated to ministries through Records of Decision

# Role of Cabinet Committees in the Review Process

- Prior to proceeding to Cabinet for decision, a submission may be vetted by a Cabinet Committee
- Practically speaking, Cabinet Committees help manage the high volume of items requiring decision so that Cabinet meetings can focus on the most significant, high-profile public policy issues
- Cabinet Committees are established by the Premier, by convention or by legislation
- Membership is composed of Cabinet Ministers and some government caucus MLAs. Each Committee is chaired by a member of the Executive Council (Cabinet)
- Cabinet Committees assess submissions and make recommendations to Cabinet, which the Chair reports out on at a full Cabinet meeting
- Cabinet can ratify, amend or reject the Committee's recommendation and Ministers are expected to leave Cabinet with a united voice



# Cabinet Confidentiality



# Cabinet Confidentiality

- The work undertaken by Cabinet and its Committees is and must remain confidential. This includes anything that would reveal the substance of Cabinet deliberations:
  - Cabinet and Treasury Board Submissions and supporting documents
  - Discussion around the Cabinet table
  - Attendees, agendas and dates that items are scheduled to come forward
- Cabinet is a safe place to talk frankly and emerge with one voice
- All Ministers, MLA Cabinet Committee members and their supporting political staff are required to uphold the confidentiality provisions under the oaths or confidentiality agreements they have taken:

Cabinet Minister	Oath for Member of Executive Council
MLA Cabinet Committee Member	Oath of Confidentiality for Committees of Executive Council
Ministers' Chiefs of Staff	Political Staff Oath Confidentiality Agreement for attending Cabinet & Committee meetings



# Cabinet Confidentiality

- The requirement for Cabinet confidentiality prohibits direct and indirect disclosures outside of government – to stakeholders, lobbyists or the media
- Breaches in Cabinet confidentiality violate the collective responsibility shared by all Cabinet Ministers and can have serious implications for Government as a whole
- Confidentiality applies to Cabinet as an entity – individual ministers do not have the authority to waive it

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# Conflict of Interest



# Conflict of Interest

- Ministers and political staff are required to avoid conflicts of interest
- Ministers must abide by the *Members' Conflict of Interest Act*, which prohibits acting in an official capacity if a conflict of interest or a perceived conflict of interest exists
- Similarly, political staff must abide by the conflict of interest requirements outlined in the Standards of Conduct for Political Staff
- There are three types of conflict of interest: real, potential and perceived
- A conflict of interest exists if an official power or an official duty or function is performed when the person knows that there is the opportunity to further a private interest
- A private interest does not include an interest that applies to the general public or affects a minister as a broad class of people
- **Effectively managing conflicts of interest is one of the primary ways that public confidence in the integrity of government is fostered and maintained**





# Records Management



BRITISH  
COLUMBIA







# Records Management

- Deputy Minister Offices (DMOs) are responsible for the proper management of government records that reside in a Minister's Office and sign off on the final response packages for freedom of information requests
- DMO and Minister's Office staff should establish protocols regarding records management and responses to freedom of information requests
- Minister's Office staff should undertake training via the Corporate Information and Records Management Office related to records management, freedom of information requests, and protecting the personal privacy of individuals
- Specific executive training may be available via dedicated sessions in addition to online learning courses through the Public Service Agency
- **Staying on top of records management is key – any record you didn't need to keep but is still in existence is subject to FOIPPA**



