



To: Courtney Kirk, CAO
CC: Board of Directors, CCRD
From: Evangeline Hanuse, Land Use Planning & Community Development Coordinator
Meeting Date: June 10, 2021
Subject: Firvale Wilderness Camp, 4330 Highway 20
 Legal Description: Lot A, Section 25, Township 6, Range 3, Coast District, Plan 31244

Board Meeting
 JUN 10 2021
 CCRD ITEM c)j)

Recommendation:

THAT the Board of Directors of the Central Coast Regional District receive the Firvale Wilderness Camp Planning Report.

Background:

Firvale Wilderness Camp provides boutique style accommodations in glamping domes and A-frame cabins, including a cookhouse. The website reports that the camp can host 8-14 guests. There have been requests of the CCRD to look at the zoning of this property.

Location and Context:

The property is located about 40 kilometers from town and is a 30 minute drive from downtown Bella Coola. Firvale is 5 minutes from Tweedsmuir Provincial Park. The Firvale area is covered by CCRD Area C.

The property is not in the Agricultural Land Reserve but is in an alluvial fan area according to the 2010 Bella Coola Valley Official Community Plan Environmental Hazard Map. The surrounding land use includes residential and agricultural.

The Property:

The 13.26 acre (5.37 hectare) property is located on 4330 Highway 20. BC Assessment data for the property indicates there is a one storey, 1058 square foot, 2 bedroom 1 bathroom house on the property, built in 1980.

The property has existing facilities with road access for maintenance and the power has been upgraded and brought up to code.

In respect to the OCP s. 3.8.1 and the natural environment, the OCP acknowledges that the protection of the natural environment in the Bella Coola Valley will largely be the responsibility of the Federal and Provincial Governments. However the regional district

recognizes the need to live, work and recreate in a clean, healthy environment and is committed to protecting natural areas for the habitat of fish and wildlife and for the enjoyment of its residents and ecotourists within the extent of its authority. The regional district also recognizes that a balance needs to be struck between environmental protection and economic development, as both are essential to achieving the long term vision for the Valley.

All of the buildings constructed on the property are further than 15 m from the “natural boundary” of a water course and 30 m from any designated “water course” in an alluvial fan. All new buildings have been constructed 0.6 meters above the “flood construction level” as defined in the Zoning Bylaw 71 s. 2.0.





Official Community Plan:

The Official Community Plan (OCP) designation on the property is Rural (R). The land is not located within a Primary Settlement Area. The Bella Coola Townsite, Hagensborg and Nusatsum areas have been designated as the Primary Settlement Areas. Land outside of the Primary Settlement Area that is not situated within the Agricultural Land Reserve has been designated as Rural.

Under the General Approach to Commercial Development in OCP section 3.3.1, it is acknowledged that "New commercial development will likely be a result of tourist commercial opportunities..." The approach is to direct commercial development to a Primary Settlement Area "with the possible exception of tourist commercial development that requires close proximity to a recreational amenity such as the ocean, a river or a mountain setting, and service commercial that would benefit by being in close proximity to the airport."

The OCP also states that new commercial development should meet the following criteria:

- Is compatible with the surrounding land uses
- Can be adequately serviced with water supply, sewage disposal, roads and fire protection

- Provides the necessary buffers to minimize impact on adjacent lands and riparian zones where applicable
- Can demonstrate that the commercial activity will create local employment and enhance local service delivery

In addition, the development of new commercial sites along Highway 20 will be required to be designed in such a manner that avoids a strip commercial appearance. The above photos show that the cabins and domes are situated a distance from the highway that avoids the “strip commercial appearance”.

Land Use Bylaw:

As noted above, the property is currently zoned R-1, Large Holdings District.

The requested District, C-1, General Commercial District, permits the following uses: commercial use, assembly use, entertainment use, traveller accommodation use, dwelling units located within a commercial building, accessory residential use, and accessory buildings and uses.

The Zoning Bylaw contains an extremely broad definition of commercial use. It is defined as “a use providing for the selling of goods and services including restaurants, cafes, bowling alleys, amusement arcades, pool halls, bakeries and associated ancillary services; the servicing and repair of goods, office functions, retail sales, wholesaling incidental to retail services, warehousing and repair of automobiles, gasoline sales, household services and all associated repairs, other personal and non-personal services, administrative, commercial and professional offices, premises licensed to sell liquor, excludes manufacturing, salvaging, the selling, servicing and repair of industrial and agricultural machinery.

Rationale for Application:

The owners of the Firvale Wilderness Camp were asked by the CCRD to apply to rezone their property and have taken those steps. The application and fee were submitted and received on January 19, 2021. The proposal is to rezone from R-1 Large Holding District to C-1 General Commercial District. The current owners of the camp are Robert and Jennifer Sherlock.

Firvale Wilderness Camp provides unique tourist or traveller accommodation. Its website states that the Camp has teamed up with local tour operators to provide packages. Meals and snacks are included which highlight local farm to table ingredients. Travel packages include pick up and drop off at the Bella Coola Airport. The Camp can accommodate small private weddings, elopements, birthdays and family getaways. Amenities include a cookhouse with a dining area, and indoor and outdoor kitchen options.

The Sherlocks are funded by Cariboo Chilcotin Community Futures, which is a government funded program that supports business growth in rural communities. They are working with the Nuxalk Nation to set up a relationship involving employment and small business mentoring. Steps are taken for the Camp to practice responsible bear awareness and bear

safety. Fire hazard removal steps are continuously undertaken by brush clearing and road maintenance.

In accordance with Bylaw 302, the Bella Coola official Community Plan, the owners of the Camp is committed to preserving and protecting the natural setting of the Valley. The owners have also sourced local materials for their Camp and used local contractors. Part time and full time opportunities will be available and efforts continue to work with the Nuxalk Nation moving forward.

The business is currently operating under the R-1 "Campground Use". The proposal to rezone to C-1 permits traveller accommodation use and accessory residential use.

"Campground use" means a use providing designated sites for the accommodation of the travelling public in tents, camper vehicles or travel trailers; and may include personal service facilities to accommodate the needs of the occupants; but specifically excludes the retail sale of trailer, campers and tents, and residential camp use.

"Traveller accommodation use" means a use providing for the accommodation of the travelling public in motels, hotels or cabins and includes restaurants, cafes and other services and entertainment uses associated with motels and hotels.

"Accessory residential use" means a use accessory to an agricultural, forestry, commercial, retail, assembly, civic, traveller accommodation, entertainment, gravel processing, log sorting, industrial, transportation, or campground use, where a building is used for one dwelling unit for the accommodation of an owner, operator, manager or employee on the same lot as that on which the use occurs.

Referral Responses:

At the time of finalization of this report, the status of referral responses are below:

1. Nuxalk Nation – Noted no conflicts
2. Archaeology – A RAAD (Remote Access to Archaeology Data) database search of the property noted no known archaeological sites
3. BC Parks – Noted no concerns
4. MOTI – A highway use permit was requested of the owners to fill out. A highway use permit is needed to create access to a highway, to construct, repair or maintain works, or hold an event on or along a provincial highway right-of-way. The Ministry of Transportation and Infrastructure manages provincial highways and has authority to make decisions about what kinds of activities may take place on highway right-of-ways. The highway right-of-way includes the travelled portion of the road, the shoulder area and highway bridges and structures.

5. FLNRO – No comments, and previous matter with the site is deemed closed.
6. VCH – No response received

Community Responses:

There have been concerned communications from Firvale residents to the CCRD regarding the Firvale Wilderness Camp.

There are various discussions about a creek near the Camp property that fall under the scope of the Ministry of Forests, Lands and Natural Resources and the Ministry of Transportation and Highways. MOTI stated that they asked the concerned property owners to reach out to FLNRO.

The back and forth issues between the property owners and concerned Firvale residents is better suited between MOTI and FLNRO at this point in time.

Next Steps:

The Board reviews this report and determines whether or not the rezoning should be advanced. At this time the Board may:

- Authorize the preparation of the Rezoning Bylaw, establish the prerequisite conditions and advance the bylaw to *First* and *Second Reading* and a Public Hearing
- Require that changes be made to the proposal
- Request that additional information be provided
- Reject the application

Policy/Bylaw:

Bylaw 71 – Bella Coola Valley Zoning

Bylaw 302 – Bella Coola Official Community Plan

Options for Consideration:

1. Proceed with rezoning from R-1 to C-1
2. Direct staff to obtain additional information from the applicant or request changes to the proposal
3. Deny the application

Recommendations:

1. THAT the Board of Directors of the Central Coast Regional District receives the Planning Report regarding the Firvale Wilderness Camp
2. THAT the Board of Directors of the Central Coast Regional District directs Administration to prepare a Rezoning Bylaw
3. THAT the Board of Directors of the Central Coast Regional District directs Administration to schedule a Public Hearing.

Submitted by: _____
Evangeline Hanuse, Land Use Planning
& Community Development Coordinator

Reviewed by:  _____
Courtney Kirk, Chief Administrative Officer



May 7, 2021

Sent via email / PDF

Chair Schooner and Board
Central Coast Regional District
626 Cliff Street
Bella Coola, BC, V0T 1C0

RE: 2019 CEPF: Volunteer and Composite Fire Departments Equipment and Training – Bella Coola Volunteer Fire Department Equipment Upgrade

Dear Chair and Board,

Thank you for providing a final report and financial summary for the above noted project. We have reviewed your submission and all reporting requirements have been met.

The final report notes a total eligible expenditure of \$25,011.50. Based on this, a payment in the amount of \$12,500.00 will follow by electronic funds transfer. This transfer represents full payment of the grant and is based on 100% of the total reported expenditure to a maximum of the approved grant (\$25,000.00) less the initial payment of \$12,500 in August, 2020.

I would like to congratulate the Central Coast Regional District for undertaking this significant project and responding to the opportunity to enhance volunteer and composite fire departments' capacity to provide fire protection services, and increase the resiliency of BC communities.

If you have any questions, please contact Local Government Program Services at (250) 387-4470 or by email at cepf@ubcm.ca.

Sincerely,

Rebecca Bishop
Program Officer

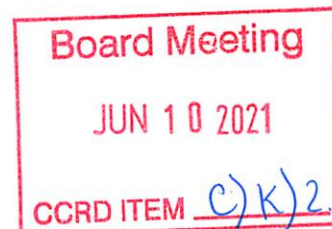
cc: Ken McIlwain, Operations Manager
Courtney Kirk, CAO

Board Meeting
JUN 10 2021
CCRD ITEM C/K) 1.

The Community Emergency Preparedness Fund is funded by the Province of BC

May 31, 2021

Courtney Kirk, CAO
Central Coast Regional District
PO Box 186
Bella Coola, BC, V0T 1C0



RE: CEPF: 2021 Emergency Support Services Program – Approval Agreement & Terms of Conditions of Funding

Dear Ms. Kirk,

Thank you for submitting an application under the 2021 Emergency Support Services funding stream under the Community Emergency Preparedness Fund.

I am pleased to inform you that the Evaluation Committee has approved funding of \$25,000.00 for your ESS project, *Denny Island Sea-Can and Supplies Project*.

As outlined in the Program & Application Guide, grant payments will be issued when the approved project is complete and UBCM has received and approved the required final report and financial summary.

The Ministry of Public Safety and Solicitor General has provided funding for this program and the general Terms & Conditions are attached. In addition, in order to satisfy the terms of the contribution agreement, we have the following requirements:

- (1) This approval agreement is required to be signed by the CAO or designate and returned to UBCM;
- (2) The funding is to be used solely for the purpose of the above named project and for the expenses itemized in the budget that was approved as part of your application;
- (3) All expenditures must meet eligibility requirements as defined in the Program & Application Guide;
- (4) All project activities must be completed within 12 months, and no later than May 31, 2022;
- (5) The Final Report Form is required to be submitted to UBCM within 30 days of the project end date and no later than June 30, 2022;
- (6) Any unused funds must be returned to UBCM within 30 days of project end date;
- (7) Applicants who submitted funding requests for Justice Institute of British Columbia Emergency Support Services courses are advised that if a course is approved for funding under the regular Provincial ESS training program, this cost will no longer be eligible through the CEPF grant. Applicants are also advised

The Community Emergency Preparedness Fund is funded by the Province of BC

that the ESS Director's Course is funded by the Province and is not eligible for funding under CEPF. For more information on ESS training provided by EMBC please contact your EMBC regional manager.

- (8) The approved public bodies are required to comply with the Freedom of Information and Protection of Privacy Act (FoIPPA) and ensure that any collected personal information about an identifiable individual as part of the approved project is compliant with the residency and sovereignty requirements of that legislation.

Please note that descriptive information regarding successful applicants will be posted on the UBCM and/or the provincial government websites, and all final report materials will be made available to the provincial government.

On behalf of the Evaluation Committee, I would like to congratulate you for responding to this opportunity to develop ESS capacity to support the resiliency of BC communities.

If you have any questions, please contact Local Government Program Services at 250-387-4470 or cepf@ubcm.ca.

Sincerely,

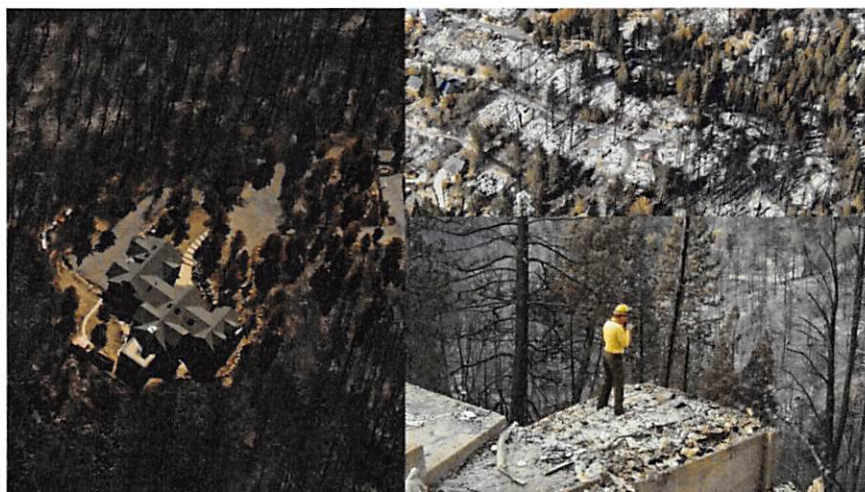


Rebecca Bishop, CEPF Program Officer – *VIA EMAIL*

Enclosure

Approval Agreement (to be signed by the CAO or designate)	
I, _____, have read and agree to the Terms & Conditions, and the requirements for funding under the 2021 Emergency Support Services funding stream.	
_____ , _____	_____
Signature, Title	Date
Central Coast Regional District	

Please return a scanned copy of all three pages of the signed Approval Agreement Letter to cepf@ubcm.ca



FireSmart BC

Wildland-urban interface case-study research project

Research that may be conducted during active wildfires in the wildland-urban interface during the 2021 fire season in British Columbia. This document is relevant for wildfire management agencies, first responders, communications staff, local governments, First Nations, and other authorities having jurisdiction.

Board Meeting

JUN 10 2021

CCRD ITEM C/K)3.



FireSmart BC: Wildland-urban interface case-study research project

The purpose of this guidance document is to outline FireSmart BC research that may be conducted during active wildfires in the wildland-urban interface during the 2021 fire season in British Columbia. This document is relevant for wildfire management agencies, first responders, communications staff, local governments, First Nations, and other authorities having jurisdiction and Crown land managers.

Contents

FireSmart BC: Wildland-urban interface case-study research project	1
FireSmart background.....	2
Purpose and necessity for this research	2
Focus of the research.....	3
Research foundation.....	3
How this research will be used	4
Research methods	4
Profile of the researchers.....	5
How researchers will be integrated with authorities managing the incident	5
Link to Structural Protection Specialists	5
Deployment procedures	6
Considerations for this project	7
COVID.....	7
Safety of operations.....	7
Safety of researchers	7
Additional considerations	7
Project communications	8
Further resources.....	8
Thank you to the following contributors to this guidance document	8
References	9
Appendix 1: Communication Package	1
FireSmart BC: Wildland-urban interface case-study research project	3
Key messages	4
Logos and brief project description	6

FireSmart background

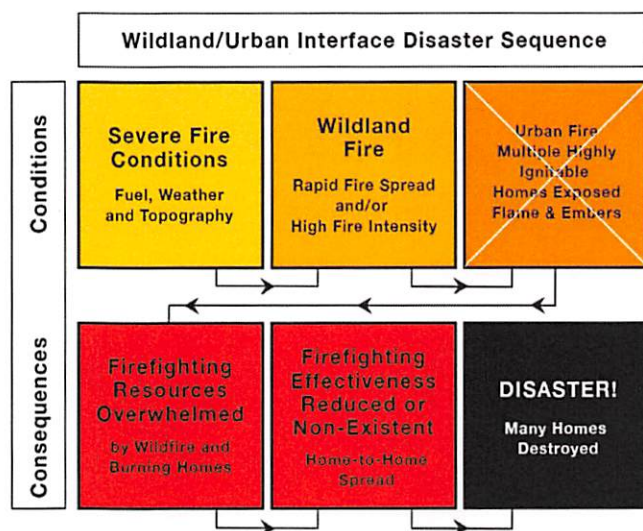
FireSmart is a national program designed to increase the resiliency of homes, neighbourhoods and communities to wildfire. Wildfires play a natural part in the BC ecosystem but as the climate warms, forest conditions change, populations grow and more people move into the wildland-urban interface (WUI), the threat of wildfire to homes and infrastructure continues to increase. FireSmart provides the tools for individuals, neighbourhoods, and authorities to greatly reduce the risk of wildfire losses to homes and to communities. For more information on FireSmart in BC and available programs visit www.FireSmartBC.ca.

Purpose and necessity for this research

Fires in the WUI are now one of the leading causes of natural disasters in Canada⁶, and the impact that they are having on communities is increasing. Wildfires in the WUI continue to represent a growing concern in BC and over the last three fire seasons more than 600 homes in BC were destroyed. The WUI is area where the wildland and human development mix, where houses are interspersed with wildland vegetation. To become more resilient to wildfire as a province, the BC FireSmart Committee recognizes the need for adjustments to the built environment that are based on sound science. For FireSmart BC to continue to provide solid recommendations on how to increase wildfire resiliency of structures, the scientific basis of FireSmart guidelines must be increased.

Currently there are few studies in Canada that discuss WUI fire disasters and structure damage and there is an urgent need for further research. What is known is that majority of large fires in the WUI follow the WUI fire disaster sequence^{2,3}. In this sequence, disasters result due to large numbers of structure ignitions overwhelming the responders. Creating structures/homes that are ignition resistant using scientifically proven FireSmart guidelines, is the most effective way of preventing and/or limiting WUI fire disasters.

Figure 1: Graphic depiction of the Wildland-Urban Disaster Sequence²



The purpose of this research project is to assist in the development of tools, resources and assets that will mitigate the losses to structures and their surroundings. Ultimately the goal is to collect data that will help develop new approaches to ensure in the future we as a province are better prepared to prevent catastrophic wildfire events in the interface. Further, this research would be a step towards meeting the recommendations of "[Addressing the New Normal](#)"¹ regarding FireSmart, better equip us to improve our prevention programs provincially and guide the BC FireSmart Committee in its creation of a FireSmart BC.



The key deliverables are:

- A better understanding of the factors leading to ignition and loss of homes and other structures,
- An improved foundation for enhanced FireSmart guidelines and FireSmart communications with the public,
- Better informed policy, legislation and development initiatives regarding FireSmart, and
- A stronger foundation for future wildfire resiliency initiatives.

Focus of the research

The research that will be conducting in 2021 across BC will focus on determining why some homes are more impacted by wildfire than others and, collect data on the susceptibilities for home ignition and analyzing how fire the spreads independently within the community. To reduce the ignitability of structures, adjustments must be made to the structure itself and the 30 metres surrounding it^{2,5}, the Home Ignition Zone (HIZ). Data collected through this research will aim to improve the survivability of homes in years to come by identifying hazard factors that increase the ignition potential of structures as well as how fires travel between structures.

PLEASE NOTE: this research will **NOT** look to assign blame or responsibility for losses. Data collected during this research will **NOT** affect the insurance of individual homeowners or their liability regarding the wildfire. Researchers will **ALWAYS** respect private property and community sensitivities.

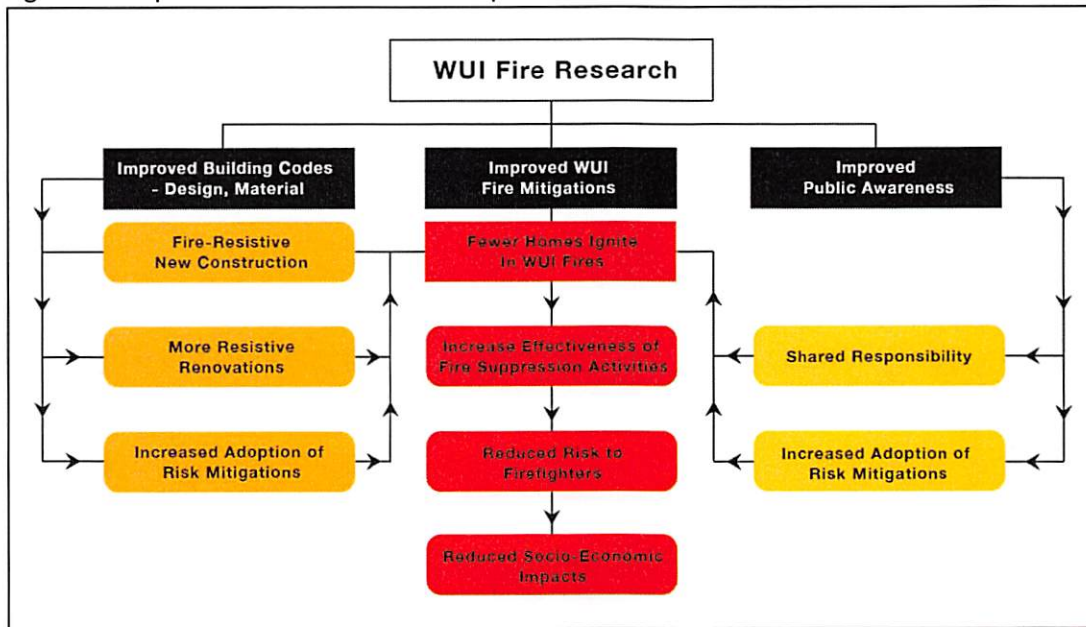
Personal information captured inadvertently like street signs and house numbers (which researchers will avoid gathering) will all subsequently be removed from data and results. If in the communication of the research certain pictures are anticipated to be used, permission will first be requested from homeowners.

Research foundation

Standards Council Canada working with the Institute of Catastrophic Loss Reduction recently released a [report](#) that outlined the importance of conducting national case-study research on fires in the WUI. There has only been a handful of case-studies conducted in Canada to analyze the effect of wildfire on the built environment. Due to the complicated nature of studying wildfires and their impact on communities, there have been rare opportunities and most often they are missed⁶. The report asserts that to identify where knowledge is lacking and improve current wildfire mitigation efforts, case-studies need to be conducted in the WUI.

Case-studies like the ones to be conducted through this project are integral to help prevent further structure ignition and loss. "Wildland fires are inevitable but the ecological consequences and the susceptibility of human values (i.e., the built environment) are not inevitable ... because management actions, like building or modifying structures for fire-resistance, can be undertaken to change the outcome."⁴ The parties that contributed to the national case-study report maintain that the quality of research conducted in the WUI and how those results are shared with the public can have lasting positive influences on public participation in WUI wildfire mitigation activities. Figure 2 is taken from the Westhaver and Taylor's foundational document and show the anticipated benefits from research projects like the one being undertaken this year in BC.

Figure 2. Adaptation of the Model of anticipated benefits of WUI fire research.⁶



How this research will be used

The results from this research project will ultimately be used to better understand how the impact of wildfire on communities can be reduced. Government policy bodies, industry, the general public, fire departments, public safety organizations, wildfire management agencies, insurance agencies, builders, Crown land managers and several other key stakeholders can all benefit from a better understanding on structural ignition and wildfire risk in the built environment.

Data will first be shared with the authorities having jurisdiction (AHJs) involved in the project to inform their own organizations and to share with their communities. Before any data is shared publicly there will be a formal approval process with the AHJ. Data will also be gathered into a report(s) that will be shared publicly to assist provincial and territorial stakeholders, Indigenous communities as well as national organizations in benefiting from current Canadian research conducted in the WUI. It is hoped that this research fosters more understanding and support for further research in the same field.

Research methods

[FPInnovations](#) will be applying a wholistic qualitative approach to data collection. Data will be collected on fuel attributes, structural characteristics and neighborhoods using UAV's (drones), 360-degree cameras and data collection forms. As much data as possible will be collected during pre-fire operations and will be collected post-fire from the same positions for data analysis. During the fire passage data will be collected using in-fire video cameras, sensors (heat flux and temperature) and potentially a sensor that collects ember data. This data will be analyzed post fire and stored securely in an access-controlled data platform developed for the project.



Profile of the researchers

FPIInnovations is a private not-for-profit forest research organization of which the Fire Operations Group is a small part of. The group includes five researchers and a Manager, and they are based out of Kamloops, Penticton, and Nelson in BC and Edmonton and Cochrane in Alberta. Quick response is assured from the BC locations and will be followed up by those based primarily in Alberta. Equipment will be moved to Kamloops (or a centrally designated location) when the fire hazard increases. FPIInnovations possesses all the equipment required for data collection in two trucks and a trailer as well as any other supplies that are potentially required.

The research team has experience in; wildfire operations (Incident Command Level 3 certified), fire behaviour, fuels management, firefighter safety, drone work, prescribed fire, data equipment and collection technology, IT specialization, mechanical engineering, experimental fires, Emergency Medical Response and Geographic Information Systems. As a group, they are trained to work in and around wildfires with a range of certifications and experience. FPIInnovations has produced several WUI wildfire case studies and conducted 18 years of applied wildfire research in the WUI throughout western Canada.

How researchers will be integrated with authorities managing the incident

To ensure this research project is successful there will be communication and close collaboration between the research team, the authorities having jurisdiction, and all wildfire management organizations that are involved in the incident. As such, much thought was put into the integration of the research team into the Incident Command Structure (ICS).

Link to Structural Protection Specialists

The research team will be a part of BC Wildfire Service response, to gather the most meaningful data, it is important that they are involved in the earliest stages so that on-scene arrival can happen swiftly. The time that the research team arrives at the incident in the WUI and the ability to work in areas not affected by fire protection activities are the biggest factors in determining what data they can collect and the value of that data⁶. To address the biggest knowledge gaps regarding structure ignition, it is important that the researchers arrive to conduct data collection before and during the wildfire event. A primary objective of this research is early deployment of the research team. In BC, it has been determined that this can best be achieved by linking the dispatch of the FireSmart research team to that of the Structural Protection Specialists (SPS).

The SPS are the BC Wildfire Service members that manage and implement structure protection units in interface wildfires where structures may be impacted. These crews employ FireSmart principles that are useful in protecting homes that may be in the path of an active wildfire. SPS are deployed to coordinate the protection of structures during a wildland fire incident. Linking the deployment of the research team to the SPS means that early dispatch is more likely to be achieved and researchers will arrive with a dedicated SPS unit leader attached to their team. One SPS responding to the incident will be responsible for structure protection and a second individual (SPS Research) will be responsible for coordinating with the research team and operations on the ground.



Deployment of the research team will not be possible in every situation as there is only one such team. The team may have to travel a significant distance depending on the location of the incident, and certain wildfires may not be considered appropriate for data collection. The research team is developing a “decision tree” to best determine the type of situations which it can be most effectively dispatched with the SPS.

PLEASE NOTE: Research will **NOT** prevent, impact, or delay structural protection. The first priority, after the safety of firefighters and other personnel, will continue be to defending structures from wildland fire.

Deployment procedures

The following is the deployment procedure that will be utilized to deploy the SPS Research and FireSmart BC Research team for 2021.

A candidate wildfire is identified by the BC Wildfire Service staff at the site level possibly requiring structure protection resources, including potential deployment of the FireSmart research team.

1. At the site level BC Wildfire Service Zone staff determine a potential need for structure protection resources and submits a resource request to the Regional Wildfire Coordination Officer (RWCO) for a Structure Protection Specialist (SPS).
2. Upon approval by the RWCO the request is forwarded to the Provincial Wildfire Coordination Centre (PWCC) and Provincial Wildfire Coordination Officer (PWCO) for review and consideration.
3. Upon approval of the request the PWCO informs the Structure Protection Coordinator Officer (SPCO).
4. The SPCO confirms the deployment requirements and contacts the rostered or closest-best SPS resource and SPS Research.
5. As soon as possible the SPS will conduct a viability assessment to determine suitability of launch of the research team. Ideally the assessment will be conducted onsite if practicable.
6. Upon confirmation of suitability the SPS Research will contact the research team to confirm dispatch location and details.
7. Resource request response is initiated by the PWCC to RWCC to ZWCO or IMT if in place. This will include details on the Research Team deployment/ participation.
8. At the site level communication with municipal EOC and other local and joint responding agencies is carried out regarding the structure protection and research team deployment.
9. Upon arrival at the incident, the research team checks in with their designated SPS Research and with the Planning Section Chief.
10. SPS and SPS Research check in with Operations/Incident Commander to confirm assignment details.

PLEASE NOTE: A qualified staff member from the Research and Innovation business area of the BC Wildfire Service will also be dispatched with the research team to fill the Research Team Liaison role. This individual’s position will be to coordinate the communications between the AHJ, wildfire operations and the research team. If a Liaison has been activated by the Office of the Fire Commissioner, the Research Team Liaison will work closely with this person.

Considerations for this project

Case-studies conducted in the WUI are challenging both operationally and technically, however with coordination and communications and a priority placed on safety, those challenges can be overcome. Due to the unpredictable nature of wildfire and the variation in candidate interface incidents, researchers involved with this project will be well-prepared in advance, be able to respond quickly and will need the support of AHJ as well as wildfire management agencies. As this is a multi-year research project that will hopefully be duplicated across Canada, there is an expectation of learning through doing and continuing to adapt methods and protocols to ensure research needs as well as the needs of the involved stakeholders and communities are met.

COVID

Research teams will follow all COVID related safety measures that are currently in place for the BC Wildfire Service and will coordinate through their liaison with the AHJ to ensure they are meeting COVID requirements of the area. The research team will be briefed on and expected to integrate current COVID protocol and mitigation strategies in place based on the public health and BC wildfire standards.

Safety of operations

First and foremost, the research team's activities should not affect the ability of the AHJ to conduct prepare for wildfire or manage an active wildfire incident. The research team must not affect the safety of fire responders and wildfire operations staff.

Safety of researchers

Concerns regarding the responsibility for the safety of the research team can be mitigated. The SPS designate and Research Team Liaison will pay particular attention to researcher safety and will ensure that no additional emergency resources are taken from their required duties to assist researchers. The research team will be appropriately checked-in to the incident and will receive a briefing from the Safety Officer or Structure Protection Specialist. Due to the nature of the research, there must also be physical separation between fire suppression and control operations and research activities. For safety, where intensive fire activity begins to develop, researchers must withdraw. However, pre-positioned equipment will be left behind to allow collection of critical data without risk to personnel. Data collected during stages of active fire or in fire-impacted areas during times where dangerous levels of ember activity or flames and radiant heat are present will be collected by equipment and not research personnel. Additional health and safety protocols will be adopted to further reduce the potential for safety concerns as this project unfolds.

Additional considerations

There is valid concern regarding the operational necessity of requesting individuals to evacuate an active wildfire area for safety reasons as a research team is subsequently granted access. It is important to note that the research team will only be present in areas where structure protection has been requested and there are other wildfire management staff operating in that area. Researchers will not be in areas where other frontline operators have been restricted from entering due to safety. There is no proper time to study how wildfire effects structures, but the need is great and imperative if the aim is to prevent damage to property from wildfire in the future. Transparent and coordinated communication should be part of the research project deployment and will assist in alleviating the majority of concerns around optics.

Project communications

Stakeholders within the WUI, host agencies, AHJs and the public (particularly those evacuated) must have timely information regarding the research project if it is to be conducted in their area. This prevents misunderstandings, ensures transparent communication, and facilitates a coordinated approach. Media and public interest in wildfires is great when people are asked to leave their homes. This is precisely when the research team alongside the Structural Protection staff will be coming to site so curiosity regarding their presence and purpose should be expected.

The communications package that is included with this guideline document will focus on the importance of risk mitigation and preventing damage to communities. Key messages will outline that the more fire agencies and resident of the WUI work together to reduce the vulnerability of homes and property to ignition, well before wildfires occur, the safer and more effective fire fighters and firefighting in general is. This communications package aims to provide information for AHJ to explain why this research project is important for reducing the potential for home ignitions and to start discussions on the participation of WUI resident in the FireSmart program.

Further resources

For more information please contact:

Kelsey Winter

FireSmart Program Lead | BC FireSmart Committee Chair

Kelsey.Winter@gov.bc.ca 250.896.7484

Thank you to the following contributors to this guidance document

Operations and logistics staff (BCWS)	First Nations' Emergency Services Society
Incident Management Team staff (BCWS)	Forest Enhancement Society of BC
Fire Chiefs Association of BC	Emergency Program Coordinators from
Emergency Management BC	Regional Districts
Communications Specialists (BCWS)	BC Office of the Fire Commissioner
Structural Protection Specialists	Research and Innovation (BCWS)
TEAMS Information Officers	Risk Management Branch (BCWS)
BC Parks	FPIInnovations (primary contractor)
Parks Canada	Institute for Catastrophic Loss Reduction
Indigenous Services Canada	FireSmart Canada
Union of BC Municipalities	

References

1. Abbott, G. and Chief M. Chapman. (2018). Addressing the New Normal: 21st Century Disaster Management in British Columbia. Report and Findings of the BC Flood and Wildfire Review: An Independent Review Examining the 2017 Flood and Wildfire Seasons.
2. Calkin, D.E, Cohen, J.D., Finney, M.A. and Thompson, M.P. (2014). How risk management can prevent future wildfire disasters in the wildland-urban interface. *Proc. Natl. Acad. of Science. U.S.A.* 111: 746–751.
3. Cohen, J.D. (2010). The wildland/urban interface problem. *Fremontia*. 38:2/38:3. 8p.
4. Johnston, L., Wang, X., Erni, S., Taylor, S., McFayden, C., Oliver, J., Stockdale, C., Christianson, A., Boulanger, Y., Gauthier, S., Arseneault, D., Wotton, M., Parisien, M-A. and Flannigan, M. (2020). Wildland fire risk research in Canada. *Environmental Reviews*. 28: 1–23. doi.org/10.1139/er-2019-0046
5. Stocks, B.J., Alexander, M.E. and Lanoville, R.A. (2004). Overview of the International Crown Fire Modelling Experiment (ICFME). *Canadian Journal of Forest Research*. 34: 1543–1547.
6. Westhaver, A., & Taylor, S. (2020). Developing a method for conducting wildland/urban interface fire case study research (pp. 1-86, Tech. No. ICLR research paper series – number 66). Toronto, ON: Institute for Catastrophic Loss Reduction.
doi:https://www.scc.ca/en/system/files/publications/WUI_Fire_Case_Study_Research_-_November_2020.pdf



Appendix 1: Communication Package

The communications package includes the following:

- One-page project summary document
- Community bulletin template
- Key messages for media and communications personnel that cover:
 - o FireSmart
 - o Wildfire risk
 - o The research project
 - o Concerns regarding the research
 - o How the research will be conducted and by whom
 - o Research link to wildfire response through structural protection
 - o Safety
- Information to be shared on partner platforms (logos and brief project description)

This communications package can be accessed through this link:

<https://firesmartbc.ca/research/>

What is FireSmart? FireSmart is a national program designed to increase the resiliency of homes, neighbourhoods and communities to wildfire. FireSmart provides the tools for individuals, communities, and authorities to greatly reduce the threat of wildfire to communities.

Why FireSmart research in the WUI matters. Fires in the wildland-urban interface (WUI) are now one of the leading causes of natural disasters in Canada, and the impact that they are having on communities is increasing. To become more resilient to wildfire as a province, the BC FireSmart Committee recognizes the need for adjustments to the built environment that are based on sound science. For FireSmart BC to continue to provide solid recommendations on how to increase wildfire resiliency of homes, the scientific basis of FireSmart guidelines must be increased.

What will the research do? The purpose of this research project is to assist in the development of tools, resources and, assets, that will mitigate the losses to structures and their surroundings. The key deliverables are:

- A better understanding of the factors leading to ignition and loss of homes and other structures,
- An improved foundation for enhanced FireSmart guidelines and FireSmart communications with the public,
- Better informed policy, legislation and development initiatives regarding FireSmart, and
- A stronger foundation for future wildfire resiliency initiatives.

Creating structures and homes that are ignition resistant using scientifically proven FireSmart methods, is the most realistic way of preventing WUI wildfire disasters.

PLEASE NOTE: this research will **NOT** look to assign blame or responsibility for losses. Data collected during this research will **NOT** affect the insurance of individual homeowners or their liability regarding wildfire. Researchers will **ALWAYS** respect private property and community sensitivities.

How will the research be carried out? FPInnovations, a not-for-profit forest research organization, makes up the research team. They have extensive experience in everything from wildfire operations and firefighter safety, to mechanical engineering and data collection technology. Data will be collected on fuel arrangement, structural characteristics and neighborhoods using UAV's (drones), 360-degree cameras and data collection forms. The data will be analyzed post fire and stored securely in an access-controlled data platform developed for this project.

How will the researchers be part of wildfire response? The research team will be deployed with a designated Structure Protection Specialist and a Liaison from the BC Wildfire Service's Research and Innovations Branch. They will be incorporated into the Incident Command Structure and will not prevent, impact, or delay structural protection or the authority having jurisdiction's (AHJ) ability to prepare or manage an active WUI incident.

What can we share about the research project? Stakeholders within the WUI, host agencies, AHJs and the public (particularly those evacuated) must have timely information regarding the research project if it is to be conducted in their area. This prevents misunderstandings, ensures transparent communication, and facilitates a coordinated approach. Please use the communications package on www.FireSmartBC.ca under FireSmart Research to help you communicate regarding this project.

For more information please contact:

Kelsey Winter

FireSmart Program Lead & BC FireSmart Committee Chair

Kelsey.Winter@gov.bc.ca 250.896.7484

FireSmart, Intelli-feu and other associated Marks are trademarks of the Canadian Interagency Forest Fire Centre.





FireSmart BC: Wildland-urban interface case-study research project

[Insert information about the current wildfire incident here: area, resources, summary, timeline – can be taken from the BC Wildfire Service [website](#).]

The BC FireSmart Committee, in partnership with FPInnovations and the Institute for Catastrophic Loss Reduction are currently conducting research in your area.

A team of qualified and experienced professionals, working closely with the Structural Protection Branch and the Incident Command team will be collecting data on how the wildfire is affecting the built environment. The purpose of this research is to assist in the development of tools, resources and, assets, that will mitigate the losses to structures and their surroundings. The key deliverables are:

- A better understanding of the factors leading to ignition and loss of homes and other structures,
- An improved foundation for enhanced FireSmart guidelines and FireSmart communications with the public,
- Better informed policy, legislation and development initiatives regarding FireSmart, and
- A stronger foundation for future wildfire resiliency initiatives.

The *[insert name of the wildfire here]* wildfire provides an opportunity to further our understanding of how adjustments to properties in the interface can better protect you from wildfire in the future. Please note that this research will not look to assign blame or responsibility for losses. Data collected during this research will not affect the insurance of individual homeowners or their liability regarding wildfire. Researchers will always respect private property and community sensitivities.

For further questions regarding:

- This research project please contact:
Kelsey Winter, FireSmart Program Lead at Kelsey.Winter@gov.bc.ca or at 250 896.7484
- Evacuation alerts or orders please contact:
[insert contact here]
- Wildfire specifics please visit www.bcwildfire.ca
- Steps to increase the wildfire resiliency of your property and community please visit www.FireSmartBC.ca



FireSmart, Intelli-feu and other associated Marks are trademarks of the Canadian Interagency Forest Fire Centre.

Key messages

FireSmart

- FireSmart is a national program designed to increase the resiliency of homes, neighbourhoods and communities to wildfire.
- FireSmart provides the tools for individuals, communities, and authorities to greatly reduce the risk of wildfire losses to property owners and communities.
- For more information on FireSmart in BC and available programs visit www.FireSmartBC.ca

Wildfire risk

- Globally, and despite enhanced control capabilities, the number, size, and intensity of wildfires have been, and will continue to increase due to climate warming.
- Fires in the wildland-urban interface are now one of the leading causes of natural disaster losses in Canada, and the impact that they are having on communities is increasing.
- Wildfires in the wildland-urban interface continue to represent a growing concern in BC and over the last three fire seasons more than 600 homes in BC were destroyed.
- The wildland-urban interface is area where the wildland and human development mix, where homes are vulnerable to ignition – mostly by burning embers.

The research project

- To become more resilient to wildfire as a province, the BC FireSmart Committee recognizes the need for adjustments to the built environment that are based on sound science.
- For FireSmart BC to continue providing improved recommendations on how to increase wildfire resiliency of homes and communities, the scientific basis of FireSmart guidelines must be increased.
- Creating structures/homes/properties that are ignition resistant using scientifically proven FireSmart methods, is the most realistic way of preventing wildland-urban interface fire disasters.
- The purpose of this research project is to assist in the development of improvements to building design/materials, prevention tools and public awareness that will reduce the risk of losses to structures and their surroundings.
- Data collected through this research will aim to improve the survivability of homes in years to come by identifying hazard factors that increase the ignition potential of structures as well as the knowledge of how fires travel between structures.
- The results from this research project will ultimately be used to better understand how homes ignite and how the impact of wildfire on communities can be reduced.
- Government policy bodies, industry, the public, fire departments, public safety organizations, wildfire management agencies, builders, and several other key stakeholders can all benefit from a better understanding on structural ignition and wildfire risk in the built environment.

Concerns regarding the research

- This research will not look to assign blame or responsibility for losses. Data collected during this research will not affect the insurance of individual homeowners or their liability regarding the wildfire.
- Researchers will always respect private property and community sensitivities.
- Personal information captured inadvertently like street signs and house numbers (which researchers will avoid gathering) will all subsequently be removed from data and results.
- If in the communication of the research certain pictures are anticipated to be used, permission will first be requested from homeowners.

How the research will be conducted and by whom

- Data will be collected on fuel arrangement, structural characteristics and neighborhoods using UAV's (drones), 360-degree cameras and data collection forms.
- As much data as possible will be collected during pre-fire operations and will be collected post-fire from the same positions for data analysis. During the fire passage data will be collected using in-fire video cameras, sensors (heat flux and temperature) and potentially a sensor that collects ember data.
- All data will be analyzed post fire and stored securely in an access-controlled data platform developed for the project.
- FPIInnovations is a private not-for-profit forest research organization that makes up the research team.
- They have extensive experience in everything from wildfire operations and firefighter safety, to mechanical engineering and data collection technology.

Research link to wildfire response through structural protection

- The research team will be a part of BC Wildfire Service response, linked to the Structure Protection Branch and a designated Structure Protection Specialist.
- The Structure Protection Specialists are the BC Wildfire Service members that manage and implement structure protection units in interface wildfires where structures may be impacted.
- These crews employ FireSmart principles that are useful in protecting homes that may be in the path of an active wildfire.
- Research will not prevent, impact, or delay structural protection. Priority, after the safety of firefighters and other personnel, still remains with defending structures from embers and flames of wildland fire.

Safety

- Research teams will follow all COVID related safety measures that are currently in place for the BC Wildfire Service and will coordinate through their liaison with the authority having jurisdiction to ensure they are meeting COVID requirements of the area.
- Due to the nature of the research, there will be physical separation between fire suppression and control operations and research activities. Areas that are significant for research will likely not overlap with areas where the wildfire has impinged the community and is not safely extinguished.
- Researchers will not be in areas where other frontline operators have been restricted from entering due to safety.



Logos and brief project description

The BC FireSmart Committee, in partnership with FPInnovations, the Institute for Catastrophic Loss Reduction and FireSmart Canada have launched a research project in British Columbia aimed at the development of tools, resources and, assets, that will mitigate losses to structures and their surroundings caused by wildfire. By implementing a case-study research model for wildfires in the wildland-urban interface, they hope to gain a better understanding of the factors leading to ignition and loss of homes and other structures. This intent behind this long-term research project is to improve the foundation for enhanced FireSmart guidelines and FireSmart communications with the public, as well as better inform policy, legislation and development initiatives regarding FireSmart, and enhance future wildfire resiliency initiatives.



Courtney E. Kirk

From: BCWS COFC Information Officer FLNR:EX <BCWS.COFCInformationOfficer@gov.bc.ca>
Sent: Friday, June 4, 2021 2:39 PM
To: Undisclosed recipients:
Subject: FW: Statement from Fire Centre Manager and Bi-weekly Coastal Wildfire News
Attachments: Issue 3 Coastal Wildfire News 06042021.pdf

Trigger Warning: This article includes information about Residential School experiences

We share in the grief and outrage expressed across B.C., Canada and the world for the trauma and harms done at the Kamloops residential school – and all residential schools – to so many children, their families, and communities.



As First Nations work to determine the next steps at that site and other possible sites in the province, it is important that we take our guidance from the respective First Nations.

The Tk'emlúps te Secwépemc are leading the response and next steps. The community has asked everyone to reacquaint themselves with the Truth and Reconciliation Commission of Canada's Final Report and Calls to Action, and for people to wear orange shirts as an act of solidarity and to start

conversations.

Truth and Reconciliation Committee Reports

Honouring the Truth, Reconciling for the Future. Summary of the final report of the Truth and Reconciliation of Canada: https://ehprnh2mwo3.exactdn.com/wp-content/uploads/2021/01/Executive_Summary_English_Web.pdf
Truth and Reconciliation Calls to Action: https://ehprnh2mwo3.exactdn.com/wp-content/uploads/2021/01/Calls_to_Action_English2.pdf

On May 27 the Tk'emlúps te Secwépemc reported finding remains of 215 children buried on the grounds of the former Kamloops Indian Residential School.

So many children were forever taken from families and communities that loved them, and who could not properly mourn them and put them to rest. Last week's announcement makes that truth real, and very painful.

The immense sense of loss, grief and pain felt by those families and communities is unimaginable and our thoughts are with the Tk'emlúps te Secwépemc First Nation, Indigenous communities across Canada and Indigenous peoples on the BC Wildfire Service team.

We acknowledge with deep respect the work of the Tk'emlúps te Secwépemc, as caretakers of these children.

This discovery is a stark reminder of the importance of reconciliation, holding space for the past and doing everything we can to build a better future.

The BC Wildfire Service joined the province in lowering flags to half-mast to honour and respect the stolen children from the former Kamloops Residential School and residential schools across the country. Reconciliation is an ongoing process. There is much more to be done, and we are fully committed to doing this work.

Every day our team take steps to strengthen relationships with the Indigenous communities and nations we work in and protect around the province.



Clint Parker

Fire Centre Manager

Coastal Fire Centre

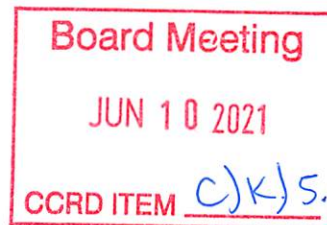
BC Wildfire Service | Ministry of Forests, Lands, Natural Resource Operations
and Rural Development

Phone: 250 947-2614 (New) | Cell: 250 203-0621

Report Wildfires: 1 800 663-5555 or *5555



Acknowledging the traditional territory of the K'omoks First Nation, [Snaw'Naw'As First Nation](#) (Nanoose) and Qualicum First Nation as the traditional keepers of this land



May 14, 2021

Ref: 267054

Mayors and Regional District Chairs of British Columbia
Attendees of May 2021 Regional Calls with Minister Josie Osborne and Minister Lisa Beare

Dear Mayors and Chairs:

Thank you for taking the time to join Minister Josie Osborne and Minister Lisa Beare for the May 2021 regional calls. As Minister Osborne and Minister Beare said, these conversations continue to be a great opportunity to hear from you about the key issues and opportunities that you are working on in your communities. This email answers some of your questions and details links and resources for some of the topics raised.

The May 2021 calls were focused on connectivity. Working to connect all people in BC – regardless of where they live – is a priority for our government. Communications technology in all its rapidly changing forms is embedded into all aspects of our day-to-day lives as it enables a broad spectrum of possibilities including access to healthcare, education, culture, public safety and economic activity, as well as day-to-day social interactions during the challenging times of the pandemic.

Building on the Province's most recent investments totalling \$180 million, Budget 2021 establishes stable **base funding** of \$40 million over the plan to further invest in the Province's connectivity strategy. This will provide better high-speed internet and cell coverage to help connect more people in rural areas and remote communities. (See more Budget 2021 highlights below.)

There were a number of themes that came up during the calls including inaccurate federal data on broadband internet speeds, cell coverage along highways, redundancy, and low earth orbit satellites (LEOS) as an alternative to ground infrastructure. Providing the same level of access, quality and affordability in rural and remote areas as in urban areas is a key priority for the provincial government and we are working towards that goal.

The [Connected Communities](#) team within the Ministry of Citizens' Services would be happy to answer any further questions regarding connectivity programs or planning, highway cellular, satellite services or any recent announcements pertaining to connectivity in your area. Please email ConnectedCommunitiesBC@gov.bc.ca.

Internet Speed Study

Ministry of Municipal Affairs Local Government

Mailing Address:
PO Box 9490 Stn Prov Govt
Victoria BC V8W 9N7
Phone: 250 356-6575
Fax: 250 387-7973

Location:
6th Floor, 800 Johnson Street
Victoria BC V8W 1N3
www.gov.bc.ca/muni

Communities have raised concerns that the federal data on broadband Internet speeds, which is used to determine eligibility for connectivity funding programs, may not accurately reflect the broadband Internet speeds experienced in homes, businesses, and other locations at the community level.

The Ministry of Citizens' Services, UBCM, and Northern Development Initiative Trust are responding collaboratively to these concerns with an [independent study](#) of differences between the broadband Internet speeds experienced in some BC communities, and the 50/10 Mbps speed identified on the federal government's National Broadband Internet Service Availability [Map](#). The study which is underway, will produce factual information on Internet speeds in rural and remote communities, supporting analysis and informing dialogue between the Northern Development Initiative Trust, Indigenous and local governments, Internet service providers, the Province, and the federal government. Data gathering and analysis will occur over the spring and summer months, with reporting of study results expected in fall 2021.

A **key step** in this process is to identify which communities in BC have noted inconsistencies between the 50/10 Mbps Internet speed that federal maps indicate should be available, versus actual Internet speeds currently experienced by residents and businesses in the area.

Local governments with reports of Internet speeds lower than the 50/10 Mbps speeds shown on federal maps, are invited to self-identify by contacting [Reiko Tagami](#), Policy Analyst, UBCM to request to be included in the study.

Local governments wishing to participate in the Internet speed study are encouraged to complete a [questionnaire](#), providing contextual and background information about Internet speeds experienced in their community. For the purpose of this study, local governments can improve the accuracy and depth of the Internet speed data for their area, by having their residents, businesses, and other community stakeholders complete the CIRA Internet speed test. More information on the Internet speed questionnaire & performance data can be found [here](#).

BC Budget 2021 Highlights

On April 20, 2021, Finance Minister Selina Robinson tabled the 2021 provincial budget in the legislature. Budget 2021 includes significant new funding commitments of interest to local governments, including those for mental health and substance use; housing affordability and homeless populations; economic recovery; childcare, and broadband connectivity. Due to COVID-19 pandemic impacts, the budget projects deficits of \$9.7 billion this year, \$5.5 billion next year, and \$4.3 billion in the year following. For more information see provincial government's [Budget 2021](#) or [UBCM BC Budget Highlights](#).

Mental Health Funding and Substance Use

The budget allocates \$3.1 billion over three years to improve health and mental health care, including \$500 million to continue to expand mental health and substance use services. \$330 million over the fiscal plan provide a full spectrum of substance-use treatment and recovery services, including \$152

million for opioid treatment. There will be 195 new substance use treatment and recovery beds in communities throughout the province to help more people get on a path to recovery.

Housing Affordability and Homeless Population

The budget provides additional funding to expand the HousingHub program to construct 9,000 more rental homes for middle-income households and families over the next 3-5 years.

In addition to continued investments in the Homes for B.C. Supportive Housing Fund, the Province is partnering with the federal government through the Rapid Housing Initiative to convert existing buildings into supportive housing, and to support development of modular housing to expedite housing solutions for homeless or other vulnerable populations.

The budget allocates funding to extend supports and services for people experiencing homelessness and includes funding to help maintain more than 3,000 temporary emergency shelter and hotel spaces that have been secured during the pandemic. Funding is also provided to extend the additional 650 urgent shelter spaces, rent supplements, and supportive housing sites used to support recent decampments efforts in Vancouver and Victoria, with on-site health and other supports.

Economic Recovery

Budget 2021 continues to prioritize investments that help BC respond to the pandemic and to prepare for a strong recovery. These investments build on the over \$10 billion that has been provided to support people, businesses and communities since the pandemic began. The budget provides a record \$26.4 billion in taxpayer-supported capital investments that are expected to create over 85,000 jobs over the three-year plan. These investments will ensure the right infrastructure is in place by making critical upgrades to hospitals, schools, and highway and transit projects.

Childcare

The budget included a \$233 million increase in base funding over three years for childcare to create new spaces. This will more than double the number of \$10-a-day childcare spaces and contribute to raising wages for early childhood educators. New federal funding will help BC to build on this commitment.

Infrastructure Funding

Public announcements for the Investing in Canada Infrastructure COVID-19 Infrastructure Resilience Stream are expected next month. We understand that you are all interested in finding out the decisions. Ministry staff are working with our partners at Infrastructure Canada to finalize approvals at this time. Please stay tuned for further announcements.

In addition, Budget 2021 includes provincial funding commitments of \$41 million over the fiscal plan, or \$247 million over the next six years to maximize federal contributions and continue to support local governments, not-for-profit entities and First Nations in accessing community infrastructure funding. **The ministry will be communicating further details on the Investing in Canada Infrastructure Program (ICIP) application process for new intakes in the fall of 2021.**

Mayors and Chairs

Page 4

COVID-19 Update

The strengthened [province-wide restrictions](#) that came into effect on March 29 are still in place through to May 25, including that everyone should stay within their local communities. Travel restrictions for non-essential travel in BC are also in place until May 25. Read the travel restrictions [here](#).

Dr. Henry stresses that although a high number of people are being vaccinated every day, it will take some time before all of us can let our guard down and right now, we all need to continue doing the things that prevent transmission of the virus.

Please stay tuned for further announcements from Provincial Health Officer Dr. Bonnie Henry and check the [provincial government COVID-19 website](#) regularly for more information.

Vaccination Roll Out

Dr. Bonnie Henry and Minister of Health, Adrian Dix, urge everyone to [register](#) online or call 1-833-838-2323 for vaccination as soon as possible. Getting vaccinated will help stop transmission and infections in vaccinated people are generally milder compared to those in unvaccinated people.

Starting today at 7 p.m. (Pacific time), booking invitations will begin for people who are registered and are born in 1996 or earlier (25 and up). On Saturday at 7 p.m., booking invitations will begin for people who are registered and are born in 2001 or earlier (20 and up) and on Sunday at 7 p.m., booking invitations will begin for people who are registered and are born in 2003 or earlier (18 and up). We encourage you to share this information with your residents.

The latest vaccine information can be found at www.bccdc.ca.

Home Owner Grant Centralization

As a reminder, effective 2021 all home owner grant applications must be submitted directly to the BC provincial government through a secure online application. **Municipalities no longer need to and should not accept any applications.** There are no changes to program eligibility criteria.

Homeowners can apply for their current year or their retroactive home owner grants 24/7 online at gov.bc.ca/homeownergrant or they can call toll free: 1-888-355-2700 Monday to Friday from 8:30 am to 5 pm to speak with an agent. **We encourage you to share this information with your residents.**

The next regional calls will be in June. Ministry staff will be in touch with you about the June date, time, and meeting information. Our tentative plan after June is to take a summer break from these calls and restart them in September.

Mayors and Chairs
Page 5

The more restrictive COVID-19 measures over the next few weeks are hard for all of us – for governments, for businesses, for individuals in communities throughout BC. Once again, I cannot thank you enough as local government leaders for your continued leadership and dedication during this difficult time.

Sincerely,

A handwritten signature in black ink, appearing to read 'T Faganello', written in a cursive style.

Tara Faganello
Assistant Deputy Minister

pc: Chief Administrative Officers
Gary MacIsaac, Executive Director, UBCM
Nancy Taylor, Executive Director, LGMA
Todd Pugh, Executive Director, CivicInfo

Courtney E. Kirk

From: Reid, Heidi MUNI:EX ✓
Sent: Monday, June 7, 2021 11:57 AM
Cc: Richardson, Roari MUNI:EX
Subject: North Regional Call with Minister Josie Osborne & Minister David Eby, Attorney General & Minister responsible for Housing on June 24th from 1:30 to 2:50 pm PST
Attachments: Agenda - North Regional Call - June 24, 2021.docx; Quick Steps to join Microsoft TEAMS Meeting.docx

Hello and Happy Monday!

Hope you're all doing well.

Please hold the date and time of **June 24th from 1:30 PM – 2:50 PM (PST)**, to join Minister Josie Osborne and Minister David Eby (Attorney General and Minister Responsible for Housing) on a call to discuss COVID-19 updates, housing and continued support for Local Governments.

Also, please note that we will be continuing with Microsoft Teams for this round of Regional Calls. Attached you will find an agenda that also includes the MSTEams link for the upcoming discussion. We've also added a quick step guide to join a Microsoft Teams meeting for your reference.

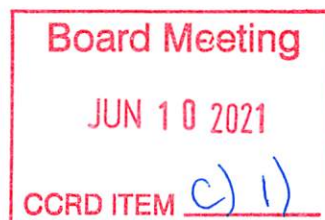
As always, we appreciate your participation on these calls.

If you have any questions or concerns, please feel free to contact myself at

Thanks so much,

Heidi

Heidi Reid
Administrative Coordinator to the
Honourable Josie Osborne
Minister of Municipal Affairs



North Regional Call – June 24, 2021
Minister of Municipal Affairs, Attorney General and Minister Responsible for Housing & BC Mayors and RD Chairs

Microsoft Teams meeting Link
Join on your computer or mobile app
[Click here to join the meeting](#)
Or call in (audio only)

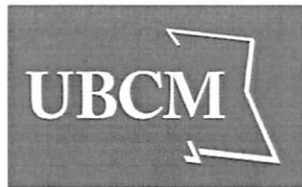
AGENDA

Date: June 24, 2021

Time: 1:30 PM – 2:50 PM PST

Please do not call in until 5 min prior to the start of your call.

Event Summary	MS Teams meeting with Minister Josie Osborne, Attorney General and Minister Responsible for Housing, David Eby, Mayors and Regional District Board Chairs
Key contacts	Minister Osborne's Office: Robyn Spilker, ~ Roari Richardson, 2 Heidi Reid, 7 Minister Eby's Office: Derrick Harder, 6 Adam Lynes – Ford,
Time	Agenda Items:
5 mins	Minister Osborne - Opening Remarks and Introduction
10 mins	Minister Eby - Introduction
55 mins	Mayors and Chairs Roll call in alphabetical order Please share: - What can the provincial Housing ministry do to help local governments achieve shared goals around housing? - What are the opportunities or barriers you currently face?
5 mins	Minister Eby - Wrap-up and Closing Remarks
5 mins	Minister Osborne – Next Meeting and Closing Remarks

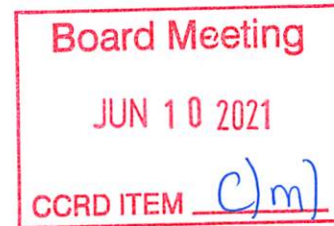


June 2, 2021

TO: UBCM Members
ATTN: ELECTED OFFICIALS

FROM: Mayor Maja Tait
 Chair, Nominating Committee

RE: **Call for Nominations for UBCM Executive**



UBCM is the collective voice for local government in BC. The membership signals the directions it wants to pursue during the Annual Convention. The members elect an Executive during the Convention to ensure the directions set by the general membership are carried forward. The Executive also provides direction to UBCM between Conventions.

This circular is notice of the UBCM Executive nomination process, including information about the positions open for nomination and the procedures for nomination.

Due to the pandemic, the nominations and elections process will be similar to the amended process adopted in 2020 in order to work within the virtual format for the 2021 Convention.

The deadline for **all** nominations is **Friday July 30, 2021 at 4:00 pm.**

1. Positions Open to Nomination

The following Executive positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Metro Area Representative (2 positions)

The nominations form is attached as Appendix A. Information on the responsibilities and commitments of UBCM Executive members is attached as Appendix B. Information on nominations and elections procedures is attached as Appendix C.

2. Qualifications for Office

Each candidate must be an elected official from a UBCM member local government or First Nation.

A candidate for Small Community Representative must be from the council of a village, or a municipality with a population not greater than 2,500.

A candidate for Electoral Area Representative must be an Electoral Area Director on a regional district board.

A candidate for Vancouver Metro Area Representative must be an elected official from either or both a member municipality of the GVRD, or the GVRD Board.

3. Nomination Process

A candidate must be nominated by two elected officials from a UBCM member local government/First Nation, using the attached nomination and consent form (Appendix A). The attached forms require the signatures of two elected officials; however, given that there are possible barriers in obtaining physical signatures during the pandemic, **UBCM will allow nominators to send their confirmations by email if required, so long as the nominators clearly indicate in their email the name and title of the candidate they are nominating, and for what Executive position.**

The Nominating Committee reviews the qualifications of each candidate and oversees the election process at the UBCM Convention. Similar to 2020, the UBCM Executive has chosen to follow the same process by appointing three (3) members of the Presidents Committee to serve on the 2021 Nominating Committee. These members were chosen, as they are not seeking re-election on the UBCM Executive.

The members of the 2021 Nominating Committee are:

- Mayor Maja Tait, Immediate Past President, UBCM, Chair
- Councillor Brian Frenkel, President, UBCM
- Councillor Craig Hodge, GVRD/Metro Vancouver Representative

4. Nominating Committee Report

The Nominating Committee will prepare a Report on Nominations including, at the candidate's option, a photo and 300-word biography. The Report on Nominations will be prepared and posted to the UBCM website in mid-August for members to review. To be included in this report, nominations must be received by **Friday July 30, 2021 at 4:00 pm.**

5. Nominations Off the Floor

Due to the virtual format of the 2021 Convention, nominations will **NOT** be accepted off the floor. **All interested candidates must submit their nominations by July 30, 2021 at 4:00 pm.** Since there is no opportunity to run off the floor, the Report on Nominations will also indicate which candidates are acclaimed and which candidates will be in an election situation.

6. Candidate Speeches at the UBCM Convention

Candidates will be asked to prepare a pre-recorded 2-minute video message that will be uploaded to the virtual Convention website for viewing by Convention delegates. The parameters for video messages are as follows:

- ✓ Maximum length 2 minutes (time limit strictly adhered to)
- ✓ Shot in landscape format (versus portrait)
- ✓ No testimonials, only the candidate can speak in the video message
- ✓ Shot indoors or outdoors, props permitted
- ✓ The file size needs to be less than 100mb

During the virtual Convention, candidates will not be permitted to use the "Chat" feature to undertake campaigning activities. The chat feature will be monitored by UBCM staff and any campaigning in that feature will be deleted.

7. Election Oversight

To ensure a fair and independent elections process, the Chief & Deputy Chief Scrutineer will be invited to the meetings of the Nominating Committee, and scrutineers will review and confirm the votes at the virtual Convention.

8. Further Information

The Call for Nominations, Nomination & Consent Form, and related background information are available on the UBCM website under Convention > Nominations & Elections.

Inquiries about the UBCM Executive nominations process should be directed to:

Mayor Maja Tait	Chair email: mtait@sooke.ca
Chair, Nominating Committee	Chair tel: 250-514-6466
60-10551 Shellbridge Way	
Richmond, BC V6X 2W9	

UBCM Contact:

Marie Crawford	Email: mcrawford@ubcm.ca
General Manager, Richmond Operations	Tel: 604-270-8226 ext. 104

1 NOMINATION & CONSENT FORM FOR 2021/2022 UBCM EXECUTIVE

We are qualified under the UBCM Bylaws to nominate¹ a candidate and we nominate:

Name: _____

Elected Position (Mayor/Chief/Councillor/Director): _____

Mun/RD/First Nation: _____

Nominated for: _____

NOMINATED BY:

Name: _____ Name: _____

Elected Position: _____ Elected Position: _____

Mun/RD/First Nation: _____ Mun/RD/First Nation: _____

Signature: _____ Signature: _____

**** In recognition that physical signatures may be difficult to obtain in the current pandemic, UBCM will accept an email confirmation from the nominator. Please email your confirmation, noting the candidate's name and position they are running for to mcrawford@ubcm.ca ****

Date: _____ Date: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the UBCM Bylaws². I will also forward by **July 30, 2021 at 4:00 pm** to the Chair of the Nominating Committee, the following documentation:

- Nomination & Consent Form, completed and signed;
- Portrait photograph* (resolution: 300 ppi; size: 600x400 px; format: TIFF or JPEG); and
- Biographical information*. The maximum length of such information shall be 300 words. If the information provided is in excess, the Nominating Committee Chair shall return it once for editing; if it still exceeds 300 words the Nominating Committee Chair shall edit as required.

* Photo and bio will be published in the Report on Nominations.

CANDIDATE:

Name: _____ Elected Position: _____

Mun/RD/First Nation: _____

Nominated for: _____

Signature: _____ Date: _____

Photograph, biographical information, and completed Nomination & Consent Form should be submitted to the attention of the Chair, Nominating Committee, via email: mcrawford@ubcm.ca

Submission Deadline: July 30, 2021 at 4:00pm

¹ Nominations require two elected officials of members of the Union [Bylaw 4(b)].

² All nominees to the Executive shall be elected representatives of a member of the Union [Bylaw 3(c)].
Nominees for Electoral Area Representative, Small Community Representative and Vancouver Metro Area Representative must hold the appropriate office.

BACKGROUND INFORMATION FOR CANDIDATES TO THE UBCM EXECUTIVE

1. RESPONSIBILITY OF UBCM EXECUTIVE

Under the UBCM Bylaws:

The Executive shall have the power and it shall be their duty to put into effect the will of the Union as expressed by resolutions at any of its meetings. Between meetings they shall manage the affairs of the Union and shall report all the transactions of the year to the Annual Convention.

2. UBCM EXECUTIVE STRUCTURE

Executive

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Representative
- GVRD (Metro Vancouver) Representative
- Immediate Past President
- Area Association Rep. (5 positions)
- Vancouver Metro Area Rep. (2 positions)

Committees

The President appoints Executive members to Committees – of which the following are currently active:

- Presidents
- Resolutions
- Convention
- Community Safety
- Environment
- Health and Social Development
- Indigenous Relations
- Community Economic Development

Each Executive member generally serves on two committees.

3. EXECUTIVE MEETINGS

The full Executive meets six times a year, over 2-3 days, following this general pattern:

- Friday, the last day of the Annual Convention (1 hour)
- 2nd or 3rd week of November (2 days)
- 2nd or 3rd week of February (3 days)
- 2nd or 3rd week of May (2 days)
- 3rd full week of July (2-3 days)
- Sunday afternoon preceding the Annual Convention (half day)

Executive meetings, other than the two coinciding with Convention, usually take place over a Thursday and Friday. Committee meetings are held Thursday and the full Executive meets on Friday.

Committee Chairs or Table Officers may be called on for more frequent representation. In addition, certain Committees' activities require attendance at meetings or conferences throughout the year.

Executive members' travel expenses and a per diem for meals and incidentals are reimbursed for all activities on behalf of UBCM.

However, for Executive members attending the Annual Convention, UBCM provides reimbursement only for the added expenses that would not normally be incurred by attending as a delegate from a local government.

UBCM EXECUTIVE NOMINATION & ELECTION PROCEDURES

UBCM EXECUTIVE STRUCTURE

The ongoing administration and policy work of the UBCM is governed by an Executive Board that is elected and appointed at the Annual Convention. The Board is comprised of 21 members, with the following structure:

13 Elected Positions

President
 First Vice-President
 Second Vice-President
 Third Vice-President
 Director at Large (5 positions)
 Small Community Representative
 Electoral Area Representative
 Vancouver Metro Area Representative (2 positions)

8 Appointed Positions

Immediate Past President
 Vancouver Representative
 GVRD (Metro Vancouver) Representative
 Area Association Representatives: AKBLG, AVICC, LMLGA, NCLGA & SILGA

NOMINATING COMMITTEE

In accordance with the UBCM Bylaws, a **Nominating Committee** is appointed to oversee the nomination and election process.

The **Nominating Committee** reviews all nomination documents to verify that nominees meet the qualifications for office. It is not the role of the Nominating Committee to recommend any one candidate. The Committee's mandate is to ensure that nominations are complete and in accordance with policies and procedures.

NOMINATION PROCESS

June

Nominating Committee will circulate a Call for Nominations notice that will contain the following information:

- positions open for nomination
- process for nomination
- qualifications for office
- role of Nominating Committee
- closing date for nominations to be included in the Report on Nominations
- general duties of an Executive member

The Call for Nominations will include instructions on how to access additional information on UBCM Executive responsibilities and how to submit a nomination.

July 30, 2021 at 4:00 pm

All nominations close. **Nominations will not be accepted off the floor at the virtual 2021 Convention.**

Following the July 30th nominations deadline, the Nominating Committee will review nominees' qualifications and prepare a Report on Nominations. For all qualifying nominees, photos and biographical information received by the nomination deadline will be included in the Report on Nominations.

Mid-August

The Report on Nominations will be distributed to all UBCM members and will include the following information for each candidate:

- name and the position for which he or she has been nominated
- portrait photograph
- biographical information

Since there is no opportunity to run off the floor at Convention, the Report on Nominations will also indicate which candidates are acclaimed and which candidates will be in an election situation.

On-Site at Convention

As noted, nominations will not be accepted off the floor at the virtual 2021 Convention.

Elections will occur in one phase, so there is not the ability to drop down to another category if unsuccessful in securing a VP position.

Candidates running for office, who are not acclaimed, will be provided with an opportunity to upload a 2-minute pre-recorded video that will be shared with delegates in advance of voting for the Executive positions at the Convention. UBCM will reach out to the candidates in advance of Convention to ensure all candidates have the information necessary to complete this process. The parameters for video messages are as follows:

- ✓ Maximum length 2 minutes (time limit strictly adhered to)
- ✓ Shot in landscape format (versus portrait)
- ✓ No testimonials, only the candidate can speak in the video message
- ✓ Shot indoors or outdoors, props permitted
- ✓ The file size needs to be less than 100mb

During the virtual Convention, candidates will not be permitted to use the "Chat" feature to undertake campaigning activities. The chat feature will be monitored by UBCM staff and any campaigning in that feature will be deleted.

Delegates will be advised of the date and time for Executive voting once the Convention Program has been finalized. Only elected officials who are registered delegates for the 2021 UBCM Convention will be permitted to vote, as delegates will be assigned specific voting credentials as part of their convention registration.



May 25, 2021

Dear Mayors and Regional District Chairs:

My caucus colleagues and I are looking forward to connecting with you all again at this year's Union of British Columbia Municipalities (UBCM) Convention. As was done last year, both the Convention and the provincial government meetings will be held virtually.

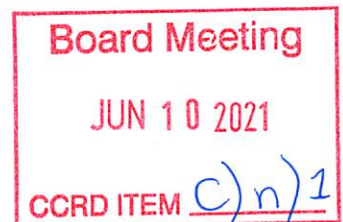
UBCM provides a wonderful opportunity to listen to one another, share ideas, and find new approaches to ensure our communities thrive, particularly as we focus on recovering from the impact of COVID-19. With local, provincial, federal, and First Nations governments working together, we can continue to build a better BC. The 2021 Convention has been scheduled for September 14-17, 2021.

The week prior, from September 7-13, 2021, provincial government meetings will be held. To request a meeting with me or one of my Cabinet colleagues, please register online at <https://ubcmreg.gov.bc.ca/> (live, as of today). Please note that this year's invitation code is **MeetingRequest2021** and it is case sensitive. The deadline to submit your meeting requests is June 30, 2021. If you have any questions, please contact UBCM.Meetings@gov.bc.ca or phone 250-213-3856.

I look forward to once again being part of your convention, meeting with many of you, and exploring ways that we can partner together to address common issues.

Sincerely,

John Horgan
Premier



Office of the
Premier

Web Site:
www.gov.bc.ca

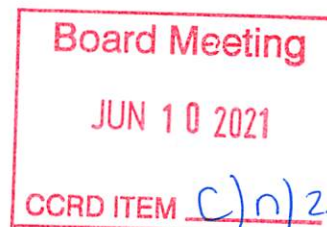
Mailing Address:
PO Box 9041 Stn Prov Govt
Victoria BC V8W 9E1

Location:
Parliament Buildings
Victoria



May 25, 2021

Ref: 266944



Dear Mayors and Regional District Chairs:

It is my pleasure to write to you as the Minister of Municipal Affairs regarding the process for requesting a meeting with me, or with ministry, agency, commission and corporation (MACC) staff, during the upcoming 2021 UBCM Convention.

The UBCM Convention will again be held virtually and in an abbreviated format from September 14 to 17, 2021. Provincial government meetings will also be held virtually and will occur the **week before** Convention, from September 7 to 13, 2021, to allow delegates to fully focus and participate during the shortened Convention program.

You will receive a separate letter from the Honourable John Horgan, Premier, containing information about the online process for requesting a meeting with the Premier or other Cabinet Ministers.

If you would like to meet with me the week before Convention, please complete the online request form at: [MUNI Minister's Meeting](#) and submit it to the Ministry of Municipal Affairs before **June 30, 2021**. Meeting times and dates will be confirmed by mid-August. I will do my best to accommodate as many meeting requests as possible. If I am unable to meet with you, arrangements may be made for a meeting post-Convention.

To get the most out of your delegation's meeting with me, it continues to be helpful for you to provide as much detail as possible in the online form on the topic you wish to discuss. Providing this information in advance gives me a better understanding of your delegation's interests and our discussion can be more productive.

Regarding provincial staff meetings, ministry staff will email you shortly with the Provincial Appointment Book. This document lists all MACC staff expected to be available to meet with delegates around Convention time, as well as details on how to submit an online MACC staff meeting request.

This year's UBCM Convention will be my first as Minister responsible for local government, but certainly not my first Convention. After serving as Chair and Vice-Chair of the Alberni-Clayoquot Regional District and seven years as Mayor of Tofino, I am thrilled to be able to continue connecting with each of you in my new role. Through the regional calls we have had over the last several months, I have had the chance to hear about some of the challenges you face, especially related to COVID-19, as well as many of your accomplishments.

.../2

Mayors and Regional District Chairs
Page 2

I look forward to more of these conversations at Convention and to hearing your feedback on how we can continue to work together and collaborate to build stronger and resilient communities.

Sincerely,

A handwritten signature in black ink, appearing to read 'Josie', with a stylized flourish extending to the right.

Josie Osborne
Minister

pc: Honourable John Horgan, Premier
Brian Frenkel, President, Union of BC Municipalities

Courtney E. Kirk

From: Tracey Hill <
Sent: Tuesday, June 1, 2021 5:23 PM
To: Courtney Kirk
Subject: BC Hydro Meeting Prior to 2021 UBCM Convention
Attachments: UBCM 2021 BC Hydro Meeting Request Form.docx

June 1, 2021

Dear Regional District Directors:

BC Hydro is pleased to offer local government officials with the opportunity to meet with our senior leadership during the week of September 7, just prior to this year's 2021 UBCM Convention.

If you would like to arrange a virtual meeting, please fill out the attached form and return it with your email request to Adil Zaheer adil.zaheer@bc.ca by **Wednesday, June 30th**.

By doing so, we can ensure better preparation and a more effective meeting with you. We will provide full details when we confirm your meeting date and time.

If you are unable to provide us with your notice by the end of June, we may not be able to accommodate a meeting request for early September.

However, as we did last year, we are prepared to hold meetings with local government officials in the weeks following UBCM to accommodate any late requests.

If you have any questions, please don't hesitate to contact me at courtney.kirk@bc.ca.

Sincerely,

Bob Gammer
Community Relations Manager
Northern region



UBCM 2021 Meeting Request Form* with BC Hydro

Municipality:
Attendees:
Topic: (Please pose as a question) 1. 2. 3.
Background:
Key Contact:

***Note: Please submit by Wednesday, June 30th, 2021.**