

November 1, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting -- Security Concern; Government Financial / Security
9:00 AM - 9:45 AM	MEETING: Agendas -- Security Teams
9:45 AM - 10:30 AM	9:45AM Planning and Priorities Secretariat -- Security Microsoft Teams Meeting
11:00 AM - 12:00 PM	MEETING: Lori, Christina, Eric, Geoff, Amber, Don Bain and Donna Sanford - Weekly Meeting -- Security Teams
1:00 PM - 1:30 PM	Team Huddle -- Microsoft Teams Meeting
1:30 PM - 2:00 PM	Call: Donna/Eric/Andrea -- MS Teams
2:00 PM - 2:30 PM	Donna/Shelley
2:30 PM - 3:30 PM	Cabinet Briefing -- Sec // Conference call
3:30 PM - 4:00 PM	Donna/Laurie

November 2, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting -- Security Concern; Government Financial / Security
9:00 AM - 9:45 AM	MHA - Priorities -- MS Teams
10:00 AM - 10:45 AM	EDUC - Priorities -- MS Teams
10:45 AM - 11:15 AM	Donna/Laurie
11:15 AM - 12:00 PM	PSSG - Priorities -- MS Teams

November 2, 2021 Continued

2:00 PM - 3:00 PM PPS meeting: Geoff, Lori, Donna --Security

4:00 PM - 4:30 PM GCC check-in -- MS Teams

November 3, 2021

8:30 AM - 9:00 AM (Don Bain to host) Senior Staff Meeting --Security Concern; Government Financial / Security Concern

9:00 AM - 12:00 PM Cabinet -- MS Teams

1:00 PM - 1:30 PM Donna/Laurie

1:30 PM - 2:00 PM Donna/Andrea

2:00 PM - 2:30 PM Donna/Paul

2:45 PM - 3:00 PM CALL: Donna/Gord/Shelley -- MS Teams

3:00 PM - 5:00 PM PP -- MS Teams

5:00 PM - 5:30 PM Private Appointment

November 4, 2021

8:30 AM - 9:00 AM (Amber to host) Senior Staff Meeting --Security Concern; Government Financial / Security

9:30 AM - 9:35 AM DMC Call -- Microsoft Teams Meeting

10:15 AM - 10:30 AM Fwd: 10:15am All political staff meeting -- Zoom // Security Concern

10:20 AM - 10:25 AM Quick Stand up -- Microsoft Teams Meeting

November 4, 2021 Continued

11:00 AM - 11:45 AM	CFD - Priorities -- MS Teams
1:30 PM - 2:00 PM	Donna/Laurie
2:00 PM - 2:45 PM	SDPR - Priorities -- MS Teams
2:45 PM - 3:00 PM	Call: Donna/Amber -- MS Teams
4:00 PM - 4:30 PM	Mass Timber Action Plan -- Microsoft Teams Meeting

November 5, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting -- Security Concern; Government Financial / Security
9:30 AM - 10:00 AM	Childcare (CFD/EDUC) - Priorities -- MS Teams
10:30 AM - 11:00 AM	Donna/Laurie
11:00 AM - 12:00 PM	PPS Team Mtg -- Microsoft Teams Meeting
2:30 PM - 3:00 PM	Donna/Shelley
3:30 PM - 4:00 PM	Discussion: Templates -- MS Teams

November 8, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting -- Security Concern; Government Financial / Security
9:00 AM - 9:45 AM	MEETING: Agendas -- Security Concern / Teams
9:45 AM - 10:30 AM	9:45AM Planning and Priorities Secretariat -- Security Concern / Microsoft Teams Meeting

November 8, 2021 Continued

11:30 AM - 12:30 PM	MEETING: Lori, Christina, Eric, Geoff, Amber, Don Bain and Donna Sanford - Weekly Meeting -- Security Teams
1:00 PM - 1:30 PM	Team Huddle -- Microsoft Teams Meeting
1:30 PM - 2:00 PM	Bi-weekly check-in: Geoff and Donna -- Geoff to call Donna directly; Security
2:00 PM - 2:30 PM	Call: Donna/Lia/JM/Anne -- MS Teams
2:30 PM - 2:45 PM	Donna and Paul re Cabinet Confidences -- Teams
3:00 PM - 3:30 PM	Donna/Laurie -- Microsoft Teams Meeting

November 9, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting --Security Concern; Government Financial /Security Concern
9:00 AM - 9:45 AM	CROWN - Priorities -- MS Teams
9:45 AM - 10:00 AM	Donna/Laurie
10:00 AM - 10:30 AM	Donna/Paul/Rob Cooke -- Microsoft Teams Meeting
10:30 AM - 12:00 PM	Yr 2 Planning --Security Concern / Microsoft Teams Meeting
12:00 PM - 12:30 PM	ESG
12:30 PM - 1:30 PM	Private Appointment
1:30 PM - 1:45 PM	Private Appointment
1:45 PM - 2:45 PM	Private Appointment

November 9, 2021 Continued

2:45 PM - 3:00 PM	Private Appointment
3:00 PM - 4:30 PM	PPS - LCFS Mtg -- Virtual - See teams link to join.
4:00 PM - 6:00 PM	Private Appointment

November 10, 2021

8:30 AM - 9:00 AM	(Amber Hockin to host) Senior Staff Meeting --Security Concern; Government Financial Security Concern	/Security Concern
9:15 AM - 10:15 AM	Private Appointment	
10:15 AM - 10:30 AM	Private Appointment	
10:30 AM - 11:30 AM	Private Appointment	
11:30 AM - 11:45 AM	Private Appointment	
11:45 AM - 12:15 PM	Private Appointment	
1:45 PM - 2:45 PM	Donna/Don/George/Megan/Sage	
3:40 PM - 4:00 PM	Donna/Paul	

November 11, 2021

All Day	STAT - REMEMBRANCE DAY
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November 12, 2021

All Day	Personal
All Day	Paul SquiresPersonal

November 12, 2021 Continued

All Day

Private Appointment

November 15, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting --Security Concern; Government Financial / Security Concern
9:00 AM - 9:45 AM	MEETING: Agendas --Security Concern Teams dial in
9:45 AM - 10:30 AM	9:45AM Planning and Priorities Secretariat --Security Concern Teams dial in
11:00 AM - 12:00 PM	MEETING: Lori, Christina, Eric, Geoff, Amber, Don Bain and Donna Sanford - Weekly Meeting --Security Security /Conference call:Security Concern; Government Financial Information
1:00 PM - 1:30 PM	Team Huddle -- Microsoft Teams Meeting
2:00 PM - 2:30 PM	Meeting: Lori and Donna - Bi-Weekly check in --Security
2:30 PM - 2:45 PM	Leg list touch base -- MS Teams
2:45 PM - 3:30 PM	CITZ - Priorities -- MS Teams
3:30 PM - 4:00 PM	Donna/Laurie
4:00 PM - 4:30 PM	Call: Donna/Jessica -- MS Teams

November 16, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting --Security Concern; Government Financial / Security
10:00 AM - 10:10 AM	Donna/Anna call -- Anna to call Donna
10:30 AM - 11:00 AM	Call: Donna/Todd/Sam -- MS Teams

November 16, 2021 Continued

11:00 AM - 12:00 PM	Cabinet Pre-brief --Sec // Conference call
12:45 PM - 1:30 PM	AEST - Priorities -- MS Teams
1:30 PM - 2:00 PM	Pre-brief: CC/EDUC Retreat -- Microsoft Teams Meeting
2:15 PM - 2:45 PM	Donna/Laurie
3:00 PM - 3:15 PM	Private Appointment
3:30 PM - 4:00 PM	Donna/Heather Chat -- Microsoft Teams Meeting
4:00 PM - 4:45 PM	LNRO - Priorities -- MS Teams

November 17, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting --Security Concern; Government Financial / Security
9:00 AM - 12:00 PM	Cabinet (MS Teams) -- MS Teams
12:00 PM - 12:15 PM	Huddle: Donna/Paul/JM/Caitlin -- MS Teams
12:15 PM - 12:20 PM	Call: Donna/Shelley -- Shelley to call Donna Security
12:30 PM - 12:45 PM	Private Appointment
12:45 PM - 1:45 PM	Yr 2 Planning - Part 2 --Security Concern Security
1:45 PM - 2:00 PM	Private Appointment
2:00 PM - 2:45 PM	IRR - Priorities -- MS Teams

November 17, 2021 Continued

3:00 PM - 5:00 PM Joint CC Retreat w/ MSKC, MJW -- Security

November 18, 2021

8:30 AM - 9:00 AM Senior Staff Meeting -- Security Concern; Government Financial / Security

9:00 AM - 10:30 AM Corporate Executive -- MS TEAMS

10:30 AM - 11:00 AM Year 1 Accomplishments Presentation -- Security

11:00 AM - 11:45 AM PPS Team Mtg -- Microsoft Teams Meeting

11:45 AM - 12:00 PM Donna/Laurie

3:30 PM - 3:40 PM Private Appointment

4:15 PM - 5:00 PM MEETING: Lori, Christina, Jill, Eric, Amy, Silas and Donna re: Monthly PO Exec Meeting -- Security

November 19, 2021

8:00 AM - 9:45 AM Succession Day for DM's -- Security Concern

10:00 AM - 11:00 AM CWG Disaster Recovery -- MS Teams

12:00 PM - 3:30 PM Succession Day for DM's (continued) -- Security

3:15 PM - 3:45 PM Donna/Laurie

November 22, 2021

8:30 AM - 9:00 AM Senior Staff Meeting -- Security Concern; Government Financial Information / Security

November 22, 2021 Continued

9:00 AM - 9:45 AM	MEETING: Agendas --Security Teams (Sage and Don joining by Teams)
9:45 AM - 10:30 AM	9:45AM Planning and Priorities Secretariat -- Security Concern Microsoft Teams Meeting
10:30 AM - 11:00 AM	Donna/Laurie
11:30 AM - 12:30 PM	MEETING: Lori, Christina, Eric, Geoff, Amber, Don Bain and Donna Sanford - Weekly Meeting --Security Security
12:30 PM - 1:45 PM	Private Appointment
1:45 PM - 3:00 PM	Private Appointment
3:00 PM - 4:00 PM	Cabinet Pre-brief --Sec / Conference call with

November 23, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting --Security Concern; Government Financial / Security
9:00 AM - 9:30 AM	Team Huddle -- Microsoft Teams Meeting
9:30 AM - 9:45 AM	Donna/Laurie
9:45 AM - 10:00 AM	CALL: Heather & Donna -- Heather to call Donna .Security
10:00 AM - 11:00 AM	Weekly Meeting: Lori W, Geoff, Christina, Amber & Don --Sec Phone
11:00 AM - 12:15 PM	Private Appointment
12:15 PM - 1:30 PM	Private Appointment
1:30 PM - 2:00 PM	Private Appointment

November 23, 2021 Continued

3:00 PM - 3:30 PM Private Appointment

4:00 PM - 4:30 PM IGRS - Priorities -- MS Teams

November 24, 2021

8:30 AM - 12:00 PM Cabinet -- MS Teams

12:45 PM - 1:45 PM Retreat prep

1:45 PM - 2:15 PM Donna/Laurie

3:00 PM - 4:30 PM pp -- Security Concern

4:45 PM - 5:15 PM Call: Jeremy/Donna/Cameron/Andrea -- MS Teams

November 25, 2021

8:30 AM - 9:00 AM Senior Staff Meeting --Security Concern; Government Financial / Security

10:00 AM - 10:30 AM Call: Donna/Paul -- Paul to call Donna

11:40 AM - 12:00 PM Donna/Laurie

1:30 PM - 2:00 PM Bi-weekly check-in: Geoff and Donna --Security Concern (or phone if preferred)

2:00 PM - 3:30 PM CWGDR -- MS Teams

3:30 PM - 4:00 PM Briefing: Cabinet Retreat Agenda --Security Concern/Con Call

November 26, 2021

8:30 AM - 10:30 AM	DMC -- Security Concern / Teams
2:00 PM - 2:30 PM	Donna/Laurie
2:30 PM - 2:45 PM	Phone call with Donna -- Donna to call Lori Security
3:00 PM - 4:00 PM	PPS Team Mtg -- Microsoft Teams Meeting

November 29, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting -- Security Concern; Government Financial / Security
9:45 AM - 10:00 AM	Private Appointment
11:00 AM - 11:15 AM	Private Appointment
11:30 AM - 11:35 AM	Donna/Christina Z -- Donna to call Christina
11:35 AM - 11:50 AM	Private Appointment
12:00 PM - 1:00 PM	Cabinet -- MS Teams
1:30 PM - 1:45 PM	Private Appointment
2:00 PM - 2:30 PM	Donna/Laurie

November 30, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting -- Security Concern; Government Financial # / Security
9:00 AM - 9:45 AM	MEETING: Agendas - Security Teams
9:45 AM - 10:30 AM	9:45AM Planning and Priorities Secretariat -- Security Concern Microsoft Teams Meeting

November 30, 2021 Continued

10:30 AM - 11:15 AM	MEETING: Lori, Christina, Eric, Geoff, Amber, Don Bain and Donna Sanford - Weekly Meeting --Security
11:30 AM - 11:50 AM	Donna/Laurie
12:00 PM - 1:00 PM	Weekly Meeting: Lori W, Geoff, Christina, Amber & Don --Sec'Phone
1:15 PM - 1:45 PM	Team Huddle --Security Concern Security
1:45 PM - 4:15 PM	Yr 2 Planning - Part 3 -- Microsoft Teams Meeting