

January 3, 2023

9:30 AM - 10:00 AM	Handover
10:00 AM - 10:30 AM	Touch Base - Neilane / Andrea Berkes
11:30 AM - 12:00 PM	Weekly Corinna Filion and Neilane Mayhew --
2:30 PM - 3:00 PM	check - in - Renee / Andrea / Neilane

January 4, 2023

9:00 AM - 10:45 AM	TACS Exec - PS Work Plans & YE
2:00 PM - 2:30 PM	Touch Base - (Neilane, Melissa)

January 5, 2023

9:00 AM - 9:30 AM	MST Workplan
11:45 AM - 12:00 PM	11:45 Neilane/Bobbi Touch Base
1:30 PM - 2:00 PM	DM Debrief re MST Workplan
2:30 PM - 3:00 PM	Ally/Neilane

January 6, 2023

9:30 AM - 10:00 AM	Check in - Andrea / Neilane
2:30 PM - 3:00 PM	Science World

January 9, 2023

9:30 AM - 10:00 AM North Vancouver Monument

10:00 AM - 11:00 AM Kim/Neilane 1:1 (Bi-weekly)

January 10, 2023

9:30 AM - 11:00 AM TACS Exec Comm

9:30 AM - 10:00 AM 9:30-10:00 -TACS Exec Comm

11:30 AM - 12:00 PM Weekly | Corinna and Neilane --

1:30 PM - 2:00 PM Monthly Meeting - Amanda / Neilane --

2:00 PM - 2:30 PM TACS Q3 Ministry Forecast and COVID-19 Event Driven Reporting (SP)

January 11, 2023

9:00 AM - 11:00 AM TACS Expanded Executive Meeting

11:30 AM - 12:00 PM DM Prebrief for Jan 18 RBCM PEB Meeting - (Claire, Neilane)

12:00 PM - 12:30 PM CRB Governance

2:00 PM - 3:00 PM Neilane/Andrea 1:1 (Weekly)

3:00 PM - 3:30 PM DM Prebrief | TACS Leadership Day

January 12, 2023

9:00 AM - 10:00 AM DMC Corporate Executive Culture Pre-brief

January 12, 2023 Continued

1:30 PM - 2:00 PM PSBD Meeting

3:00 PM - 4:00 PM Nick/Neilane 1:1

January 13, 2023

8:30 AM - 10:30 AM DMC --

11:00 AM - 11:30 AM TACS - Exec Check in

1:00 PM - 2:00 PM 1:00PM DMCE

2:00 PM - 2:30 PM DM Meeting - Andrea / Melanie / DM

2:30 PM - 3:00 PM Meeting: Jessica and Neilane

January 16, 2023

9:00 AM - 9:30 AM DM Touch Base

10:00 AM - 11:30 AM 10:00-11:30 - MLP Briefing - Tourism Part 2 & Mountain Resorts and Heritage

12:00 PM - 1:00 PM 12:00-1:00 MLP Lunch Meeting with RBCM

1:15 PM - 3:15 PM 1:15-3:15 -MIN Council

3:30 PM - 4:30 PM 3:30-4:30 - MLP Briefing

4:30 PM - 5:00 PM DM Prebrief for Jan 18 MIN Briefing - TACS Declaration Act Action Plan (DM, Amy, Jessica)

January 17, 2023

9:00 AM - 12:00 PM	UPDATED Leadership Culture Conversations – Session 2 --	Security Concern
12:45 PM - 1:15 PM	12:45-1:15 - DM Pre-Brief SPARC DM Meeting & Updated Canadian Sport Policy	
1:30 PM - 2:30 PM	MLP Quarterly Meet & Greet - DBC	
2:40 PM - 3:40 PM	2:40-3:40 MLP Briefing re RBCM	
4:00 PM - 4:15 PM	4:00-4:15 - Meeting: Jessica and Neilane	
4:10 PM - 4:40 PM	4:10-4:40 MLP & PS Anderson - Meeting with Indigenous Tourism BC (ITBC)	

January 18, 2023

8:30 AM - 9:00 AM	TACS Exec Comm - Quick Touch Base	
9:00 AM - 10:00 AM	Planning Meeting for Feb 2nd RBCM-TACS Meeting	
10:00 AM - 11:15 AM	10:00-11:15-MLP Briefing - FIFA Submission/Marquee Events/Declaration Act Action Plan	
11:30 AM - 12:00 PM	11:30-12:00 MLP Meeting - Tourism Industry Association of BC (TIABC)	
1:00 PM - 1:55 PM	DMC-DREM	
3:00 PM - 3:30 PM	3:00-3:30 MLP Meeting - Adventure Tourism Coalition	
3:40 PM - 4:10 PM	3:40-4:10 - MLP Meeting - Commercial Bear Viewing Association	
4:20 PM - 5:00 PM	4:20-5:00 - MLP-PS Brittny Anderson - Review Workplan	

January 19, 2023

8:00 AM - 4:30 PM	TACS Leadership Day
11:00 AM - 12:00 PM	11:00-12:00 - TACS LEADERSHIP Day - Guest - Shannon Salter

January 20, 2023

9:00 AM - 11:00 AM	Videoconference of Federal, Provincial and Territorial Deputy Ministers Responsible for Sport, Physical Activity and Recreation Council (SPAR)
11:00 AM - 11:30 AM	MLP Meeting - (MLP, Neilane, Melissa)
1:30 PM - 2:00 PM	DM Touch Base: Upcoming All Staff w/ Rhonda and Thomas --
2:00 PM - 2:30 PM	Neilane/Nick - Check in
2:30 PM - 3:00 PM	Weekly Corinna and Neilane --
3:00 PM - 3:30 PM	TACS DM Meeting re RBCM - (Neilane, Claire, Toby)
3:30 PM - 4:30 PM	Monthly Mentor Session --

January 23, 2023

9:30 AM - 10:30 AM	Claire/DM 1:1 (Bi-weekly)
10:30 AM - 11:00 AM	Coastal Marine Strategy - (Lori, James, Charles / Neilane, Nick)
11:15 AM - 12:00 PM	11:15-12:00 - Amy/Neilane 1:1
1:30 PM - 2:00 PM	TACS-Cruise Lines - (Neilane, Kaye, Donna, Barry)
2:00 PM - 2:45 PM	2:00-2:45 (PST) / 5:00-5:45 (EST) - Monthly Check in Isabelle and Neilane --

January 23, 2023 Continued

3:00 PM - 3:30 PM Ashley/Neilane 1:1

3:30 PM - 3:45 PM Nick/Neilane Touch Base

January 24, 2023

All Day PREMIER'S AWARDS 2023 Launch

9:00 AM - 9:45 AM 9:00-9:45 - Monthly Meeting | Richard (DBC) and Neilane (TACS) --

10:00 AM - 10:30 AM Prep for Feb 1st - TACS Exec Comm - Dedicated Session

11:00 AM - 11:30 AM TACS - Lisa and Neilane

11:30 AM - 12:00 PM Weekly | Corinna and Neilane --

1:00 PM - 1:45 PM 1:00-1:45- Monthly Meeting | Virginia and Neilane --

1:45 PM - 2:15 PM 1:45-2:15 -Weekly Check in - (Neilane, Renee)

2:15 PM - 2:45 PM 2:15-2:45 - MLP meeting with CABRO

4:00 PM - 4:15 PM 4:00-4:15 - Connect with NM (Jessica/Neilane)

January 25, 2023

8:30 AM - 10:30 AM PECSF Campaign 2022 - Ceremony - Recognition Event

10:15 AM - 10:45 AM 10:15-10:45 - DM Prebrief re: FIFA

January 25, 2023 Continued

11:00 AM - 11:45 AM	11:00-11:45 - TACS All Staff
11:45 AM - 12:15 PM	Neilane/Donna Follow-Up re: Cruise Lines
1:00 PM - 1:30 PM	1:00-1:30 MLP Meeting -BC Destination Management Organizations Association (BCDOMA)
2:00 PM - 2:45 PM	2:00-2:45 - MLP & PS Anderson Meeting with Agricultural Land Commission
2:45 PM - 3:15 PM	2:45-3:15 MLP Meeting with Air Canada
3:30 PM - 4:30 PM	MLP Briefing - FIFA / MRDT

January 26, 2023

11:30 AM - 12:00 PM	Meeting: Shannon and Neilane - Monthly Check In --
12:00 PM - 12:30 PM	Monthly Meeting Walt and Neilane --
2:45 PM - 3:35 PM	2:45-3:35 - Nick/Neilane 1:1 (Bi-weekly)
4:00 PM - 4:45 PM	4:00-4:45 - Alana/Neilane 1:1 (Bi-weekly)

January 27, 2023

9:00 AM - 11:00 AM	DMC
11:30 AM - 12:00 PM	TACS DM Meeting re RBCM - Follow-up - (Neilane, Claire, Toby)
12:00 PM - 12:30 PM	1:1 Ashley/Neilane Weekly Touchbase
1:00 PM - 1:45 PM	1:00-1:45 - TACS Exec Comm

January 27, 2023 Continued

2:00 PM - 3:00 PM

2:00PM DMCE

3:30 PM - 4:00 PM

Nick/Neilane | Touchbase

January 30, 2023

9:30 AM - 10:00 AM

Planning Meeting #2 - Prep for Feb 2 RBCM-TACS Meeting

11:30 AM - 12:00 PM

Weekly | Jill obo Corinna and Neilane --

12:30 PM - 1:15 PM

Quarterly Teams Mtg. w/ DM Neilane & Prem - UPDATED: Jan. 30th at 12:30pm

2:15 PM - 2:30 PM

Touch Base - Neilane/Alana

2:30 PM - 5:30 PM

FII Board meeting (Q4)

January 31, 2023

All Day

FYI - FACILITIES NOTICE - Onsite Inspection at Security Concern

9:00 AM - 12:00 PM

DMCNR

12:30 PM - 2:00 PM

CRB Project Governance and TIC Service Delivery

2:30 PM - 3:00 PM

Kim/Neilane - Phone Call