

April 3, 2023

8:00 AM - 8:30 AM	The Daily -- Conference Call
9:00 AM - 9:45 AM	MAK/MLB/MJO/MNC/MRF JOINT BRIEFING -- MS Teams
10:00 AM - 10:30 AM	MAK MEETING
10:30 AM - 11:15 AM	UBCM INVITE: MAK PRE-MEETING Prior to Immigration Session at UBCM Housing Summit -- Via Zoom
11:15 AM - 12:00 PM	11:15 MUNI Executive Committee -- Security Concern Conference Call
12:00 PM - 1:00 PM	Lunch
1:30 PM - 2:30 PM	Question Period (QP) --
2:00 PM - 2:30 PM	Travel
2:30 PM - 4:00 PM	MAK BRIEFING MUNI Estimates Bear-Pit Session
4:00 PM - 4:30 PM	MDM --
4:30 PM - 5:00 PM	Travel
5:00 PM - 6:00 PM	APPROVALS

April 4, 2023

8:00 AM - 8:30 AM	The Daily -- Conference Call
8:30 AM - 9:00 AM	OFFICE TIME

April 4, 2023 Continued

9:00 AM - 9:30 AM	Fire Services -- MS Teams
9:30 AM - 10:00 AM	READING
10:00 AM - 11:00 AM	Question Period (QP) --
11:00 AM - 12:00 PM	APPROVALS
12:00 PM - 1:00 PM	Lunch
1:00 PM - 2:00 PM	DM BI-WEEKLY Okenge and Rachel -- Security Concern Rachel to call Okenge
2:00 PM - 2:30 PM	DM BRIEFING -- Security Concern MS Teams
2:30 PM - 3:00 PM	OFFICE TIME
3:00 PM - 3:30 PM	Check-In Meeting LTSA/MUNI -- MS Teams
3:30 PM - 5:00 PM	OFFICE TIME/APPROVALS

April 5, 2023

8:00 AM - 8:30 AM	The Daily -- Conference Call
8:30 AM - 10:00 AM	OFFICE TIME
10:00 AM - 10:30 AM	Check-In Meeting Okenge and Marjan -- MS Teams
10:30 AM - 12:00 PM	READING

April 5, 2023 Continued

12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:45 PM	DMCE -- MS Teams
1:30 PM - 2:30 PM	Question Period (QP) --
2:45 PM - 3:00 PM	ADM Panel Brief -- MS Teams
3:00 PM - 3:30 PM	Travel
3:30 PM - 4:00 PM	APPROVALS
4:00 PM - 7:00 PM	MUNI ESTIMATES -- Security Concern
7:00 PM - 7:30 PM	Travel

April 6, 2023

7:30 AM - 8:00 AM	Travel
8:00 AM - 8:30 AM	The Daily -- Conference Call
8:30 AM - 9:00 AM	MAK PRE-BRIEF Prior to Mtg w/Pitt Meadows Mayor Nicole MacDonald -- MS Teams
9:00 AM - 12:00 PM	Leadership Culture Conversations – Session 3 -- Security Concern
10:00 AM - 11:00 AM	Question Period (QP) --
12:00 PM - 1:00 PM	Lunch

April 6, 2023 Continued

1:00 PM - 1:30 PM	MUNI RoundTable -- Security Concern Conference Call
1:30 PM - 2:00 PM	WEEKLY UPDATE Okenge, Shirley, Kelly -- Security Concern Conference Call
2:00 PM - 2:30 PM	MAK MEETING w/Pitt Meadows Mayor Nicole MacDonald -- MS Teams
2:45 PM - 3:45 PM	ADM Interview Panel -- MS Teams
4:00 PM - 5:00 PM	MAK Minister's Council Meeting -- MS Teams

April 7, 2023

8:00 AM - 5:00 PM	STAT
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April 10, 2023

8:00 AM - 5:00 PM	STAT
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April 11, 2023

8:00 AM - 8:30 AM	The Daily -- Conference Call
8:30 AM - 10:00 AM	APPROVALS/READING
10:00 AM - 10:30 AM	MDM -- MS Teams
10:30 AM - 11:00 AM	PDE/MAK PRE-BRIEF -- MS Teams
11:00 AM - 12:00 PM	APPROVALS/OFFICE TIME

April 11, 2023 Continued

12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	APPROVALS
1:30 PM - 2:00 PM	MAK BRIEFING -- MS Teams
2:00 PM - 3:00 PM	OFFICE TIME
3:00 PM - 3:30 PM	MSD Meeting -- MS Teams
3:30 PM - 4:30 PM	Prep for DMCSI

April 12, 2023

9:00 AM - 10:00 AM	OFFICE TIME
10:00 AM - 11:00 AM	MUNI DM BI-WEEKLY Okenge and Alana -- Security Concern Alana to call Okenge
11:00 AM - 12:00 PM	APPROVALS/READING
12:00 PM - 1:00 PM	ADM Interview Panel -- MS Teams
1:00 PM - 2:00 PM	MAK Minister's Council Meeting -- MS Teams
2:00 PM - 4:30 PM	OFFICE TIME/APPROVALS

April 13, 2023

8:30 AM - 9:00 AM	Annual Review of the Standards of Conduct and Oath of Employment -- Security Concern
9:00 AM - 9:30 AM	OFFICE TIME

April 13, 2023 Continued

9:30 AM - 10:00 AM	MAK MEETING w/Comox Valley Regional District Board of Directors -- MS Teams
10:00 AM - 10:30 AM	READING
10:35 AM - 11:05 AM	10:35 Check-In Prior to 2pm Call Okenge and Heather -- Heather to call Okenge
11:15 AM - 1:00 PM	OFFICE TIME
1:00 PM - 2:00 PM	Lunch
2:00 PM - 3:00 PM	DMCSI -- MS Teams
2:00 PM - 2:30 PM	MUNI/FIN MEETING w/BC Marine Terminal Operators -- MS Teams
3:00 PM - 5:00 PM	OFFICE TIME/READING

April 14, 2023

9:00 AM - 10:00 AM	MUNI RoundTable -- Conference Call
10:00 AM - 11:00 AM	OFFICE TIME/APPROVALS
11:00 AM - 1:30 PM	Interview Panel
12:00 PM - 1:30 PM	ADM Interview Panel -- MS Teams
1:30 PM - 2:30 PM	Lunch
2:30 PM - 3:30 PM	WEEKLY UPDATE Okenge, Shirley, Kelly -- Conference Call

April 14, 2023 Continued

3:30 PM - 5:00 PM

APPROVALS/OFFICE TIME

April 17, 2023

8:00 AM - 8:30 AM

The Daily -- Conference Call

8:30 AM - 11:00 AM

OFFICE TIME

11:00 AM - 12:00 PM

MAK BRIEFING | UBCM Advocacy Days -- Zoom Call

12:00 PM - 1:00 PM

Lunch

1:00 PM - 1:30 PM

APPROVALS

1:30 PM - 2:30 PM

Question Period (QP) --

2:30 PM - 3:00 PM

READING

3:00 PM - 3:30 PM

MAK MEETING | w/Veronika Bylicki, ED & Co-Founder of CityHive -- MS Teams

3:30 PM - 4:00 PM

EMCR/MUNI MEETING | Update on Lytton -- MS Teams

4:00 PM - 5:00 PM

MUNI Executive Committee -- MS Teams

April 18, 2023

8:00 AM - 8:30 AM

The Daily -- Conference Call

8:30 AM - 10:00 AM

OFFICE TIME/APPROVALS

April 18, 2023 Continued

10:00 AM - 11:00 AM	Question Period (QP) --
11:00 AM - 12:00 PM	DM BI-WEEKLY Okenge and Rachel -- Rachel to call Okenge
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	OFFICE TIME
1:30 PM - 2:00 PM	MAK BRIEFING w/WLRS -- MS Teams
2:00 PM - 4:30 PM	APPROVALS
4:30 PM - 5:30 PM	MAK Minister's Council Meeting -- MS Teams
5:30 PM - 6:00 PM	MDM -- MS Teams
6:00 PM - 6:30 PM	READING
6:30 PM - 7:30 PM	Travel
7:30 PM - 9:30 PM	UBCM Advocacy Days Reception --Security Concern
9:30 PM - 10:00 PM	Travel

April 19, 2023

8:00 AM - 8:30 AM	The Daily -- Conference Call
8:30 AM - 9:30 AM	APPROVALS

April 19, 2023 Continued

9:30 AM - 10:15 AM	REVIEW DMC DREM Materials
10:15 AM - 11:00 AM	REVIEW DMCE Materials
11:00 AM - 11:30 AM	Communications Meeting -- MS Teams
11:30 AM - 12:00 PM	OFFICE TIME
12:00 PM - 12:15 PM	PDE/MAK BRIEFING BC Provincial Nominee Program -- MS Teams
12:30 PM - 1:30 PM	Lunch
1:30 PM - 2:30 PM	Question Period (QP) --
1:30 PM - 2:00 PM	Travel
2:00 PM - 2:30 PM	UBCM ADVOCACY DAYS MEETING w/PDE and MAK -- BC Legislature
2:30 PM - 3:00 PM	Travel
3:00 PM - 3:30 PM	APPROVALS
3:30 PM - 4:00 PM	Travel
4:00 PM - 4:30 PM	MAK PRE-BRIEF Prior to Mtg w/BC Construction Association -- BC Legislature MS Teams
4:30 PM - 5:00 PM	MAK MEETING w/MLA Adam Olsen Governance of the Southern Gulf Islands -- BC Legislature
5:00 PM - 5:30 PM	Travel

April 20, 2023

8:00 AM - 8:30 AM	The Daily -- Conference Call
8:30 AM - 9:45 AM	Speaker Series - Graham Waller -- MS Teams
10:00 AM - 11:00 AM	Question Period (QP) --
10:30 AM - 11:00 AM	Travel
11:00 AM - 11:30 AM	MAK MEETING w/BC Construction Association (BCCA) -- BC Legislature
11:30 AM - 12:00 PM	MAK PRE-BRIEF Prior to Mtg w/Affiliation of Multicultural Societies and Service Agencies (AMSSA) of BC -- Security Concern
12:00 PM - 12:30 PM	Travel
12:30 PM - 1:30 PM	Lunch
1:30 PM - 3:00 PM	OFFICE TIME/READING
3:15 PM - 3:30 PM	Update -- MS Teams
3:30 PM - 4:00 PM	APPROVALS
4:00 PM - 5:00 PM	MAK FUNDAMENTALS SESSION 1 Local government revenue sources, including property taxation and revenue sharing -- MS Teams
4:30 PM - 7:00 PM	Private Appointment
5:00 PM - 5:45 PM	Review DMC Materials

April 21, 2023

8:00 AM - 5:00 PM

Personal Information

April 24, 2023

8:00 AM - 8:30 AM

The Daily -- Conference Call

8:30 AM - 9:00 AM

APPROVALS

9:00 AM - 10:30 AM

Expanded Executive Committee Meeting -- MS Teams

10:30 AM - 11:00 AM

OFFICE TIME

11:00 AM - 11:30 AM

MAK/MLB PRE-BRIEF | Prior to Mtg w/BC Social Procurement Initiative (BCSPI) -- MS Teams

11:30 AM - 12:00 PM

MAK/MLB MEETING | w/BC Social Procurement Initiative (BCSPI) -- MS Teams

12:00 PM - 1:00 PM

Lunch

1:00 PM - 1:30 PM

READING

1:30 PM - 2:30 PM

Question Period (QP) --

1:30 PM - 2:00 PM

Meeting: Shannon and Okenge - Bi-Monthly Check In -- MS Teams

2:00 PM - 2:30 PM

EMCR/MUNI Debrief -- MS Teams

2:30 PM - 3:00 PM

APPROVALS

3:00 PM - 3:30 PM

MAK MEETING | w/Affiliation of Multicultural Societies and Service Agencies (AMSSA) of BC -- MS Teams

3:30 PM - 4:00 PM

MDM -- MS Teams

April 24, 2023 Continued

4:00 PM - 4:30 PM MAK PRE-BRIEF | Prior to Mtg w/CRD Board Chair, Colin Plant and Ted Robbins, Chief Administrative Officer -- MS Teams

4:30 PM - 5:30 PM APPROVALS/READING

April 25, 2023

8:00 AM - 8:30 AM The Daily -- Conference Call

8:30 AM - 9:00 AM READING

9:00 AM - 10:00 AM MUNI All Staff -- MS Teams

10:00 AM - 11:00 AM Question Period (QP) --

10:00 AM - 10:30 AM Check-In Meeting -- Zoom Meeting

10:30 AM - 11:00 AM Debrief re DMC and DMCE | Okenge and Rachel -- Security Concern

11:00 AM - 11:30 AM APPROVALS

11:30 AM - 12:00 PM Touch Base | Okenge and Shirley -- Security Concern

12:00 PM - 1:00 PM Lunch

1:00 PM - 2:00 PM Prep for DMCSI

2:00 PM - 5:00 PM OFFICE TIME/READING

April 26, 2023

8:00 AM - 8:30 AM	The Daily -- Conference Call
8:30 AM - 10:00 AM	APPROVALS/READING
10:00 AM - 10:30 AM	Debrief re DMC DREM Okenge and Tara -- Security Concern Tara to call Okenge
10:30 AM - 11:00 AM	OFFICE TIME
11:00 AM - 12:00 PM	Indigenous Reads Collection - Open House -- Security Concern
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	APPROVALS
1:30 PM - 2:30 PM	Question Period (QP) --
1:30 PM - 1:45 PM	MS Teams Tech Support Okenge and Arlington -- Security Concern
2:00 PM - 2:30 PM	MMHA Municipal Engagements Okenge and Christine -- MS Teams
2:30 PM - 3:00 PM	APPROVALS
3:00 PM - 3:30 PM	Touch Base Okenge and Neilane -- MS Teams
3:30 PM - 4:00 PM	APPROVALS
4:00 PM - 4:30 PM	MIRR/MUNI/AG MEETING Snuneymuxw/City of Nanaimo -- MS Teams

April 27, 2023

8:00 AM - 8:30 AM	The Daily -- Conference Call
8:30 AM - 9:00 AM	OFFICE TIME
9:15 AM - 9:45 AM	9:15 Joint BN re Short-Term Rental Okenge, Tara, Kara -- Security Concern MS Teams
10:00 AM - 11:00 AM	Question Period (QP) --
11:00 AM - 12:00 PM	APPROVALS
12:00 PM - 1:00 PM	Lunch
1:00 PM - 2:00 PM	DM BI-WEEKLY Okenge and Tara -- Security Concern Tara to call Okenge
2:00 PM - 3:45 PM	DMCSI -- MS Teams
4:00 PM - 4:30 PM	OFFICE TIME
4:30 PM - 5:30 PM	MAK Minister's Council Meeting -- MS Teams

April 28, 2023

All Day	Private Appointment
9:30 AM - 10:30 AM	Prep for May 4 LGD Forum
10:30 AM - 11:00 AM	Day of Mourning - Virtual Ceremony
11:00 AM - 12:00 PM	MUNI RoundTable -- MS Teams

April 28, 2023 Continued

12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:15 PM	DM BRIEFING -- MS Teams
1:30 PM - 2:30 PM	MUNI DM BI-WEEKLY Okenge and Alana -- MS Teams
2:30 PM - 3:00 PM	APPROVALS
3:00 PM - 4:00 PM	WEEKLY UPDATE Okenge, Shirley, Kelly -- Security Concern Conference Call
4:00 PM - 5:00 PM	Prep for DMCE