

Lalonde, Jan EMNG:EX

From: Lalonde, Jan EMNG:EX
Sent: Thursday, March 21, 2013 8:11 AM
To: Ross, Diane CSNR:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

Thanks Diane.

From: Ross, Diane CSNR:EX
Sent: Thursday, March 21, 2013 6:57 AM
To: IAO Resource Team SSBC:EX; Lalonde, Jan EMNG:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi Jan

We can run an initial search to see if we can identify any contracts or transfer payments, but it will then be over to you if there are other documents to request? I'll let you know once the report is run.

Diane

From: IAO Resource Team SSBC:EX
Sent: March 20, 2013 2:56 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

New XGOV'T Request 100503

Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance
Jobs Tourism and Skills Training (responsible for Labour)
Office of the Premier

New FOI Request Received

Your Ministry has received a formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA). Please see the attached Call For Records form for the details.

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

What Do You Need to Do?

Please complete the attached Call for Records form.

- ❖ If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** sections 1 & 2 of the Call for Records form as we may be in a position to issue a fee estimate. Return the form to IAO by March 26, 2013. Please await further instruction from IAO as the records

will not be required until the fee estimate process has been completed. Once fees have been paid or waived, IAO will contact you to continue the call for records process.

- ❖ If no fees apply then complete the attached Call for Records form and return it to IAO by April 5, 2013.
- ❖ Send records via email in PDF format. Before you turn emails into PDFs, ensure that you have included all attachments. If email is not possible, please put the records on the File Share and notify IAO that the records are available

Reminder

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Questions and Concerns

Please do not hesitate to contact IAO to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit

Lalonde, Jan EMNG:EX

From: Lalonde, Jan EMNG:EX
Sent: Wednesday, March 27, 2013 9:31 AM
To: IAO Resource Team SSBC:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013
Attachments: EGM-2013--00080 Call for Records.pdf

With the changes in how I receive the information regarding contracts, this is very confusing.

Sorry, I will send out this records call today but will need an extension, many people have started the long weekend early.

I ask that in the future if an FOI is meant for me to process, please send to me only. I saw Diane's name and thought, oh, another one that Diane is processing.

Thanks and sorry,

Jan

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 27, 2013 8:48 AM
To: Lalonde, Jan EMNG:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi Jan. Just to let you know that the CFR was directed to both your area and Diances'. So, we will require a response from you also. Just so you know. Thanks!

From: Ross, Diane CSNR:EX
Sent: Tuesday, March 26, 2013 3:34 PM
To: IAO Resource Team SSBC:EX; Lalonde, Jan EMNG:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

I am submitting a nil response. No records were found.

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

New XGOV'T Request 100503

Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance

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- whether the information is being prepared for public release or is already publicly available;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit



CALL FOR RECORDS – GENERAL FOI REQUEST

Request Number: 292-30/ EGM-2013-00080

APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	March 12, 2013	Debra Graves	March 26, 2013	April 5, 2013

REQUEST DETAILS:

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

Section 1: Initial Records Assessment

Do you hold any responsive records? YES ☐ NO ☒

Are you aware of other records that may be responsive to this request within your Ministry? YES ☐ NO ☒

Are you aware of other records that may be responsive to this request held by another public body? YES ☐ NO ☒

If yes, specify:

NO RECORDS RESPONSE APPROVAL:

Please forward to Ministry FOI Contact (if applicable) for Delegated Head's final public body approval if no records have been located.

Final Public Body Approval (Full name, Title)	Signature:	Date:

Section 2: Fee Estimate Please ensure that all reasonable efforts are made to generate as accurate an estimate as possible

Search

Locating/Retrieving

Tasks may include:

- Searching for hard & electronic files
- Reviewing box content lists
- Retrieving records from off site
- Retrieving email records (Outlook)

Estimated Hours

1.0

Actual Hours

1.0

Producing records

tasks may include:

- Identifying relevant sources of data/information
- Manual time spent creating and producing records

Estimated Hours

1.0

Actual Hours

.5

Volume

Electronic files (in pages):

*Other refers to PDF, Word, Excel, photos and any other electronic file responsive to the request

Email without attachments:

Estimated Pages

0

Actual Pages

0

Email with attachments:

Estimated Pages

0

Actual Pages

0

*Other documents

Estimated Pages

1

Actual Pages

0

Hardcopy files (in pages):

- Average file folder = 1" and holds approximately 200 pages (single sided)
- 1 Standard Records Centre Services Box:
 - If in legal sized folders - 1,800 pages
 - If in letter sized folders - 2,200 pages

Estimated Pages

1

Actual Pages

0

Preparation

Tasks may include :

- Photocopying/scanning records into electronic format (PDF)
- Ensuring completeness of responsive records
- Copying other types of media; if so please specify:

Estimated Hours

.5

Actual Hours

.2

Please describe the search for records including what records were searched, (eg. files, email, databases, TRIM files, off site records, etc.), duration of search time, and who concluded the search for records.

Searched corporate accounting system for purchase orders for any contracts to the specified vendors in the period Oct 1, 2012 to March 12, 2013. Diane Ross concluded the search for records.

Could release of any/all of the of the responsive records potentially cause harm?

YES ☐ NO ☒

***Harm – Disclosure of the records would significantly harm the ministry's position, or a third party's interests on a given topic. The harms assessment allows FOI staff to better understand the context of the records and make informed severing recommendations based on potential harms. (Issues associated with possible disclosure through the FOI process that are unrelated to the harms assessment should be communicated to your ministry executive and/or Government Communications and Public Engagement office.)**

If yes which information, if released, may cause harm?

(Please reference the information of concern, the harms, and associated page numbers below)

Unless specific exemption criteria apply, records provided to the applicant in response to this request will be published on the Government's Open Information Website. If you have any concerns about the publication of the responsive records please indicate here or discuss with your FOI Analyst.

Section 4: Contact Information

Who completed this form? (Full Name, Title):

Phone Number:

Date:

Diane Ross, Director Financial Policy, Compliance and Procurement

250-952-0560

March 26, 2013

Harms assessment completed by (Full Name, Title)

Program Area:

Harms assessment approved by (Full Name, Title)

IAO Use Only

Estimated

Hours:

Pages:

Actual

Hours:

Pages:

Comments:

Lalonde, Jan EMNG:EX

From: Lalonde, Jan EMNG:EX
Sent: Wednesday, March 27, 2013 9:34 AM
To: Symes, Leslie EMNG:EX; Gajda, Gail EMNG:EX; Mudie, Isolde EMNG:EX; Canham, Michele EMNG:EX; Moran, Jennifer OHCS:EX; Bumstead, Melissa EMNG:EX; Metcalfe, Megan EMNG:EX; West, Michele L EMNG:EX
Cc: Cho, Gayle EMNG:EX; Musgrove, Kate MEM:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013
Attachments: Integrated Call For Records form.pdf

Hi,

Please see the attached call for records request:

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Please advise me with a "yes" or "no" as to whether you have records. You need to fill out the Call for Records form (above) if you have information and return it to me with the records by **April 8th**. If you have records and believe it will take longer than three hours to gather the material, please fill out the Call for Records/Fee Estimate form (above) and send to me by **April 3rd**.

Thanks,
Jan

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

New XGOV'T Request 100503

Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance
Jobs Tourism and Skills Training (responsible for Labour)
Office of the Premier

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Questions and Concerns

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- whether the information is being prepared for public release or is already publicly available;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit



CALL FOR RECORDS – GENERAL FOI REQUEST

Request Number: 292-30/ EGM-2013-00080

APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	March 12, 2013	Debra Graves	March 26, 2013	April 5, 2013

REQUEST DETAILS:

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

Section 1: Initial Records Assessment

Do you hold any responsive records?	YES <input checked="" type="radio"/>	NO <input type="radio"/>
Are you aware of other records that may be responsive to this request within your Ministry?	YES <input type="radio"/>	NO <input checked="" type="radio"/>
Are you aware of other records that may be responsive to this request held by another public body?	YES <input type="radio"/>	NO <input checked="" type="radio"/>

If yes, specify:

NO RECORDS RESPONSE APPROVAL:

Please forward to Ministry FOI Contact (if applicable) for Delegated Head's final public body approval if no records have been located.

Final Public Body Approval (Full name, Title)	Signature:	Date:

Section 2: Fee Estimate *Please ensure that all reasonable efforts are made to generate as accurate an estimate as possible*

Search

Locating/Retrieving

Tasks may include:

- Searching for hard & electronic files
- Reviewing box content lists
- Retrieving records from off site
- Retrieving email records (Outlook)

Estimated Hours

Actual Hours

Producing records

tasks may include:

- Identifying relevant sources of data/information
- Manual time spent creating and producing records

Estimated Hours

Actual Hours

Volume

Electronic files (in pages):

*Other refers to PDF, Word, Excel, photos and any other electronic file responsive to the request

Email without attachments:

Estimated Pages

Actual Pages

Email with attachments:

Estimated Pages

Actual Pages

*Other documents

Estimated Pages

Actual Pages

Hardcopy files (in pages):

- Average file folder = 1" and holds approximately 200 pages (single sided)
- 1 Standard Records Centre Services Box:
 - If in legal sized folders - 1,800 pages
 - If in letter sized folders - 2,200 pages

Estimated Pages

Actual Pages

Preparation

Tasks may include :

- Photocopying/scanning records into electronic format (PDF)
- Ensuring completeness of responsive records
- Copying other types of media; if so please specify:

Estimated Hours

Actual Hours

Please describe the search for records including what records were searched, (eg. files, email, databases, TRIM files, off-site records, etc.), duration of search time, and who conducted the search for records.

Could release of any/all of the of the responsive records potentially cause harm?

YES ☒

NO ☐

***Harm** – Disclosure of the records would significantly harm the ministry's position, or a third party's interests on a given topic. The harms assessment allows FOI staff to better understand the context of the records and make informed severing recommendations based on potential harms. (Issues associated with possible disclosure through the FOI process that are unrelated to the harms assessment should be communicated to your ministry executive and/or Government Communications and Public Engagement office.)

If yes which information, if released, may cause harm?

(Please reference the information of concern, the harms, and associated page numbers below)

Section 12, these are treasury board submissions, please sever.

Unless specific exemption criteria apply, records provided to the applicant in response to this request will be published on the Government's Open Information Website. If you have any concerns about the publication of the responsive records please indicate here or discuss with your FOI Analyst.

Section 4: Contact Information

Who completed this form? (Full Name, Title):

Phone Number:

Date:

Jan Lalonde

250-952-0293

April 12, 2013

Harms assessment completed by (Full Name, Title)

Program Area:

Leslie Symes

Deputy Minister's office

Harms assessment approved by (Full Name, Title)

IAO Use Only

Estimated

Hours:

Pages:

Actual

Hours:

Pages:

Comments:

Lalonde, Jan EMNG:EX

From: Lalonde, Jan EMNG:EX
Sent: Wednesday, March 27, 2013 3:11 PM
To: Frankl, Dave EMNG:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013
Attachments: Integrated Call For Records form.pdf

Hi Dave,

Here is another that should be sent to CIB.

Thanks for your help,

Jan

From: Lalonde, Jan EMNG:EX
Sent: Wednesday, March 27, 2013 9:34 AM
To: Symes, Leslie EMNG:EX; Gajda, Gail EMNG:EX; Mudie, Isolde EMNG:EX; Canham, Michele EMNG:EX; Moran, Jennifer OHCS:EX; Bumstead, Melissa EMNG:EX; Metcalfe, Megan EMNG:EX; West, Michele L EMNG:EX
Cc: Cho, Gayle EMNG:EX; Musgrove, Kate MEM:EX
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Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

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Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance

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- any other questions or concerns relating to this request.

Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit



Information Access Operations
Ministry of Labour, Citizens'
Services, and Open Government
PO Box 9569 Stn Prov Govt
Victoria BC, V8W 9K1

CALL FOR RECORDS – GENERAL FOI REQUEST

Request Number: 292-30/ EGM-2013-00080

APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	March 12, 2013	Debra Graves	March 26, 2013	April 5, 2013

REQUEST DETAILS:

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Section 1: Initial Records Assessment

Do you hold any responsive records?

YES ☐ NO ☐

Are you aware of other records that may be responsive to this request within your Ministry?

YES ☐ NO ☐

Are you aware of other records that may be responsive to this request held by another public body?

YES ☐ NO ☐

If yes, specify:

NO RECORDS RESPONSE APPROVAL:

Please forward to Ministry FOI Contact (if applicable) for Delegated Head's final public body approval if no records have been located.

Final Public Body Approval (Full name, Title)	Signature:	Date:

Section 2: Fee Estimate

Please ensure that all reasonable efforts are made to generate as accurate an estimate as possible

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Locating/Retrieving

Tasks may include:

- Searching for hard & electronic files
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Estimated Hours

Actual Hours

Producing records

tasks may include:

- Identifying relevant sources of data/information
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Estimated Hours

Actual Hours

Volume

Electronic files (in pages):

*Other refers to PDF, Word, Excel, photos and any other electronic file responsive to the request

Email without attachments:

Estimated Pages

Actual Pages

Email with attachments:

Estimated Pages

Actual Pages

*Other documents

Estimated Pages

Actual Pages

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Estimated Hours

Actual Hours

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--

Could release of any/all of the of the responsive records potentially cause harm?

YES ☐ NO ☐

***Harm – Disclosure of the records would significantly harm the ministry's position, or a third party's interests on a given topic. The harms assessment allows FOI staff to better understand the context of the records and make informed severing recommendations based on potential harms. (Issues associated with possible disclosure through the FOI process that are unrelated to the harms assessment should be communicated to your ministry executive and/or Government Communications and Public Engagement office.)**

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(Please reference the information of concern, the harms, and associated page numbers below)

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Section 4: Contact Information

Who completed this form? (Full Name, Title):

Phone Number:

Date:

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Harms assessment completed by (Full Name, Title)

Program Area:

--	--

Harms assessment approved by (Full Name, Title)

--

IAO Use Only

Estimated

Hours:

--

Pages:

--

Actual

Hours:

--

Pages:

--

Comments:

--

Lalonde, Jan EMNG:EX

From: Lalonde, Jan EMNG:EX
Sent: Tuesday, April 2, 2013 10:32 AM
To: XT:Wagner, Alexandra BCPC:IN
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013
Attachments: Integrated Call For Records form.pdf

Hi Ali,

Help help! I am wondering if you have seen this request.

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

Do you know if EMNG was mentioned specifically or not, or any other information that may be responsive for EMNG and Housing?

Thanks,
Jan

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

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- ❖ If no fees apply then complete the attached Call for Records form and return it to IAO by April 5, 2013.
- ❖ Send records via email in PDF format. Before you turn emails into PDFs, ensure that you have included all attachments. If email is not possible, please put the records on the File Share and notify IAO that the records are available

Reminder

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that your Ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Questions and Concerns

Please do not hesitate to contact IAO to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit



CALL FOR RECORDS – GENERAL FOI REQUEST

Request Number: 292-30/ EGM-2013-00080

APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	March 12, 2013	Debra Graves	March 26, 2013	April 5, 2013

REQUEST DETAILS:

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

Section 1: Initial Records Assessment

Do you hold any responsive records?	YES <input type="radio"/>	NO <input type="radio"/>
Are you aware of other records that may be responsive to this request within your Ministry?	YES <input type="radio"/>	NO <input type="radio"/>
Are you aware of other records that may be responsive to this request held by another public body?	YES <input type="radio"/>	NO <input type="radio"/>
If yes, specify:		

NO RECORDS RESPONSE APPROVAL:

Please forward to Ministry FOI Contact (if applicable) for Delegated Head's final public body approval if no records have been located.

Final Public Body Approval (Full name, Title)	Signature:	Date:

Section 2: Fee Estimate Please ensure that all reasonable efforts are made to generate as accurate an estimate as possible

Search

Locating/Retrieving

Tasks may include:

- Searching for hard & electronic files
- Reviewing box content lists
- Retrieving records from off site
- Retrieving email records (Outlook)

Estimated Hours

Actual Hours

Producing records

tasks may include:

- Identifying relevant sources of data/information
- Manual time spent creating and producing records

Estimated Hours

Actual Hours

Volume

Electronic files (in pages):

*Other refers to PDF, Word, Excel, photos and any other electronic file responsive to the request

Email without attachments:

Estimated Pages

Actual Pages

Email with attachments:

Estimated Pages

Actual Pages

*Other documents

Estimated Pages

Actual Pages

Hardcopy files (in pages):

- Average file folder = 1" and holds approximately 200 pages (single sided)
- 1 Standard Records Centre Services Box:
 - If in legal sized folders - 1,800 pages
 - If in letter sized folders - 2,200 pages

Estimated Pages

Actual Pages

Preparation

Tasks may include :

- Photocopying/scanning records into electronic format (PDF)
- Ensuring completeness of responsive records
- Copying other types of media; if so please specify:

Estimated Hours

Actual Hours

Please describe the search for records including what records were searched, (eg. files, email, databases, TRIM files, off-site records, etc.), duration of search time, and who concluded the search for records.

--

Could release of any/all of the of the responsive records potentially cause harm?

YES ☐ NO ☐

***Harm – Disclosure of the records would significantly harm the ministry's position, or a third party's interests on a given topic. The harms assessment allows FOI staff to better understand the context of the records and make informed severing recommendations based on potential harms. (Issues associated with possible disclosure through the FOI process that are unrelated to the harms assessment should be communicated to your ministry executive and/or Government Communications and Public Engagement office.)**

If yes which information, if released, may cause harm?

(Please reference the information of concern, the harms, and associated page numbers below)

--

Unless specific exemption criteria apply, records provided to the applicant in response to this request will be published on the Government's Open Information Website. If you have any concerns about the publication of the responsive records please indicate here or discuss with your FOI Analyst.

--

Section 4: Contact Information

Who completed this form? (Full Name, Title):

Phone Number:

Date:

--	--	--

Harms assessment completed by (Full Name, Title)

Program Area:

--	--

Harms assessment approved by (Full Name, Title)

--

IAO Use Only

Estimated

Hours

Pages

Actual

Hours

Pages

Comments:

--

Lalonde, Jan EMNG:EX

From: Lalonde, Jan EMNG:EX
Sent: Tuesday, April 2, 2013 12:59 PM
To: XT:Wagner, Alexandra BCPC:IN
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

Wonderful! thanks Ali.

From: Alexandra Wagner [<mailto:AWagner@bcpavco.com>]
Sent: Tuesday, April 2, 2013 12:49 PM
To: Lalonde, Jan EMNG:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi Jan,

Nope, we have not received this request. The request is seeking justification for the province's contribution to secure the Grey Cup, so I don't know what ministry paid that, likely this is for MoF? I'm also not certain who the monies were paid to, if it was PavCo (don't think so), the Lions (unlikely), or the CFL – most likely recipient of funds.

I don't know that I matters who was mentioned in the announcement (I wasn't there), it's who has the records related to the payment, my best guess is MoF.

~A

From: Lalonde, Jan EMNG:EX [<mailto:Jan.Lalonde@gov.bc.ca>]
Sent: Tuesday, April 02, 2013 10:32 AM
To: Alexandra Wagner
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi Ali,

Help help! I am wondering if you have seen this request.

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

Do you know if EMNG was mentioned specifically or not, or any other information that may be responsive for EMNG and Housing?

Thanks,
Jan

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

New XGOV'T Request 100503

Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance
Jobs Tourism and Skills Training (responsible for Labour)
Office of the Premier

New FOI Request Received

Your Ministry has received a formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA). Please see the attached Call For Records form for the details.

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

What Do You Need to Do?

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- ❖ If no fees apply then complete the attached Call for Records form and return it to IAO by April 5, 2013.
- ❖ Send records via email in PDF format. Before you turn emails into PDFs, ensure that you have included all attachments. If email is not possible, please put the records on the File Share and notify IAO that the records are available

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Questions and Concerns

Please do not hesitate to contact IAO to discuss:

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- whether the information is being prepared for public release or is already publicly available;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit

Lalonde, Jan EMNG:EX

From: Lalonde, Jan EMNG:EX
Sent: Thursday, April 11, 2013 2:57 PM
To: Symes, Leslie EMNG:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

Sure will do.

From: Symes, Leslie EMNG:EX
Sent: Thursday, April 11, 2013 2:56 PM
To: Lalonde, Jan EMNG:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi, S.22 would prefer to talk tomorrow morning. Give me a call in the a.m. and we can go over it.

Leslie Symes
Executive Coordinator
Deputy Minister's Office
Ministry of Energy, Mines and Natural Gas
Phone: 250 952-0683

Warning: This email is intended only for the use of the individual or organization to whom it is addressed. It may contain information that is privileged or confidential. Any distribution, disclosure, copying, or other use by anyone else is strictly prohibited. If you have received this in error, please telephone or e-mail the sender immediately and delete the message

From: Lalonde, Jan EMNG:EX
Sent: Thursday, April 11, 2013 2:35 PM
To: Symes, Leslie EMNG:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

Thanks Leslie,

I wasn't sure if you were back or not.

EGM-2012-00251: Dave and I (mostly Dave) separated and counted to make sure I had not missed any, all there.

There are a couple of questions, as to which program area they belong.

Did you want to talk today? I am in first thing tomorrow morning and then again on Monday. Please just let me know what is best for you.

Thanks,
Jan

From: Symes, Leslie EMNG:EX
Sent: Thursday, April 11, 2013 2:26 PM
To: Lalonde, Jan EMNG:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

Jan, attached please find documents responsive to this request. Note re severing: Section 12 is recommended as these are Treasury Board documents. Thanks.

Leslie Symes
Executive Coordinator
Deputy Minister's Office
Ministry of Energy, Mines and Natural Gas
Phone: 250 952-0683

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From: Lalonde, Jan EMNG:EX
Sent: Wednesday, March 27, 2013 9:34 AM
To: Symes, Leslie EMNG:EX; Gajda, Gail EMNG:EX; Mudie, Isolde EMNG:EX; Canham, Michele EMNG:EX; Moran, Jennifer OHCS:EX; Bumstead, Melissa EMNG:EX; Metcalfe, Megan EMNG:EX; West, Michele L EMNG:EX
Cc: Cho, Gayle EMNG:EX; Musgrove, Kate MEM:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi,

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The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

Please advise me with a "yes" or "no" as to whether you have records. You need to fill out the Call for Records form (above) if you have information and return it to me with the records by **April 8th**. If you have records and believe it will take longer than three hours to gather the material, please fill out the Call for Records/Fee Estimate form (above) and send to me by **April 3rd**.

Thanks,
Jan

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

New XGOV'T Request 100503
Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance
Jobs Tourism and Skills Training (responsible for Labour)
Office of the Premier

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- any other questions or concerns relating to this request.

Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit

Lalonde, Jan EMNG:EX

From: Lalonde, Jan EMNG:EX
Sent: Thursday, April 11, 2013 3:12 PM
To: Mudie, Isolde EMNG:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013
Attachments: Integrated Call For Records form.pdf

Hi Isolde,

Just wondering, do you have records for EGM-2013-00080?

Thanks,
Jan

From: Lalonde, Jan EMNG:EX
Sent: Wednesday, March 27, 2013 9:34 AM
To: Symes, Leslie EMNG:EX; Gajda, Gail EMNG:EX; Mudie, Isolde EMNG:EX; Canham, Michele EMNG:EX; Moran, Jennifer OHCS:EX; Bumstead, Melissa EMNG:EX; Metcalfe, Megan EMNG:EX; West, Michele L EMNG:EX
Cc: Cho, Gayle EMNG:EX; Musgrove, Kate MEM:EX
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Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

New XGOV'T Request 100503

Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance

New FOI Request Received

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Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit

CALL FOR RECORDS – GENERAL FOI REQUEST

Request Number: 292-30/ EGM-2013-00080

APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	March 12, 2013	Debra Graves	March 26, 2013	April 5, 2013

REQUEST DETAILS:

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

Section 1: Initial Record Response

Do you hold any responsive records?	YES <input type="radio"/> NO <input type="radio"/>
Are you aware of other records that may be responsive to this request within your Ministry?	YES <input type="radio"/> NO <input type="radio"/>
Are you aware of other records that may be responsive to this request held by another public body?	YES <input type="radio"/> NO <input type="radio"/>
If yes, specify:	

NO RECORDS RESPONSE APPROVAL:

Please forward to Ministry FOI Contact (if applicable) for Delegated Head's final public body approval if no records have been located.

Final Public Body Approval (Full name, Title)	Signature:	Date:

Section 2: Fee Estimate Please ensure that all reasonable efforts are made to generate as accurate an estimate as possible

Search

Locating/Retrieving

Tasks may include:

- Searching for hard & electronic files
- Reviewing box content lists
- Retrieving records from off site
- Retrieving email records (Outlook)

Estimated Hours

Actual Hours

Producing records

tasks may include:

- Identifying relevant sources of data/information
- Manual time spent creating and producing records

Estimated Hours

Actual Hours

Volume

Electronic files (in pages):

*Other refers to PDF, Word, Excel, photos and any other electronic file responsive to the request

Email without attachments:

Estimated Pages

Actual Pages

Email with attachments:

Estimated Pages

Actual Pages

*Other documents

Estimated Pages

Actual Pages

Hardcopy files (in pages):

- Average file folder = 1" and holds approximately 200 pages (single sided)
- 1 Standard Records Centre Services Box:
 - If in legal sized folders - 1,800 pages
 - If in letter sized folders - 2,200 pages

Estimated Pages

Actual Pages

Preparation

Tasks may include :

- Photocopying/scanning records into electronic format (PDF)
- Ensuring completeness of responsive records
- Copying other types of media; if so please specify:

Estimated Hours

Actual Hours

Please describe the search for records including what records were searched, (eg. files, email, databases, TRIM files, off site records, etc.), duration of search time, and who concluded the search for records.

Could release of any/all of the of the responsive records potentially cause harm?

YES ☐ NO ☐

***Harm** – Disclosure of the records would significantly harm the ministry's position, or a third party's interests on a given topic. The harms assessment allows FOI staff to better understand the context of the records and make informed severing recommendations based on potential harms. (Issues associated with possible disclosure through the FOI process that are unrelated to the harms assessment should be communicated to your ministry executive and/or Government Communications and Public Engagement office.)

If yes which information, if released, may cause harm?

(Please reference the information of concern, the harms, and associated page numbers below)

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Section 4: Contact Information

Who completed this form? (Full Name, Title):

Phone Number:

Date:

Harms assessment completed by (Full Name, Title)

Program Area:

Harms assessment approved by (Full Name, Title)

IAO Use Only

Estimated

Hours

Pages

Actual

Hours

Pages

Comments:

Lalonde, Jan EMNG:EX

From: Lalonde, Jan EMNG:EX
Sent: Friday, April 12, 2013 8:15 AM
To: Mudie, Isolde EMNG:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

Thanks Isolde. Perfect!

From: Mudie, Isolde EMNG:EX
Sent: Friday, April 12, 2013 7:50 AM
To: Lalonde, Jan EMNG:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

Sorry Jan – was waiting for one response – NO records from OGD ☺

From: Lalonde, Jan EMNG:EX
Sent: Thursday, April 11, 2013 3:12 PM
To: Mudie, Isolde EMNG:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013

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Just wondering, do you have records for EGM-2013-00080?

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Thanks,
Jan

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Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

New XGOV'T Request 100503

Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance
Jobs Tourism and Skills Training (responsible for Labour)
Office of the Premier

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Questions and Concerns

Please do not hesitate to contact IAO to discuss:

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- whether the information is being prepared for public release or is already publicly available;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you for your assistance,

Lalonde, Jan EMNG:EX

From: Lalonde, Jan EMNG:EX
Sent: Monday, April 15, 2013 4:24 PM
To: Shiplack, Eric CITZ:EX; IAO Resource Team SSBC:EX
Cc: Cho, Gayle EMNG:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013
Attachments: 20130411142112.pdf; 20130411142126.pdf; Integrated Call For Records form.pdf

Hi Eric,

Please find attached the responsive records and the completed call for records form for EGM-2013-00080.

Thanks,
Jan

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

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New FOI Request Received

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The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

What Do You Need to Do?

Please complete the attached Call for Records form.

- ❖ If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** sections 1 & 2 of the Call for Records form as we may be in a position to issue a fee estimate. Return the form to IAO by March 26, 2013. Please await further instruction from IAO as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, IAO will contact you to continue the call for records process.
- ❖ If no fees apply then complete the attached Call for Records form and return it to IAO by April 5, 2013.
- ❖ Send records via email in PDF format. Before you turn emails into PDFs, ensure that you have included all attachments. If email is not possible, please put the records on the File Share and notify IAO that the records are available

Reminder

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that your Ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Questions and Concerns

Please do not hesitate to contact IAO to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit



Treasury Board Submission

Request for Decision

Minister: Honourable Rich Coleman

Ministry: Energy, Mines and Natural Gas

Date: October 23, 2012

Ministry Document #: 11-12/13

s.12



s.12

Background / Context:

PavCo hosted the 2011 Grey Cup Championship and Festival in its facilities to coincide with the re-opening of BC Place. The events comprised the Grey Cup and the Vanier Cup (the C.I.S. Championship Football game) Games at BC Place and the Grey Cup Dinner and the various club team hosting events were held at the Vancouver Convention Centre in both the East and West buildings.

s.12



s.12

Options:

s.12



s.12

Fiscal Impacts:

s.12



s.12

Policy:

There are no legal or constitutional implications to this transaction.

There are no implications for First Nations treaties or negotiations.

Legislation:

No new legislation will be required to implement this transaction.

Stakeholder and Citizens:

There are no First Nations consultation/accommodation requirements.



Contacts: Steve Carr
Deputy Minister

250-952-0504

Dana Hayden, President & CEO
BC Pavilion Corporation
604-484-5228

Honourable Rich Coleman

October 30, 2012

Date Signed

Appendices to Submission:

s.12

Pages 38 through 42 redacted for the following reasons:

s.12



TB Meeting Date: November 1, 2012
Cabinet Ratified: November 7, 2012
266488

Confidential

Honourable Rich Coleman
Minister of Energy, Mines and Natural Gas
and Minister Responsible for Housing
Room 128 Parliament Buildings
Victoria BC V8V 1X4

Honourable Bill Bennett
Minister of Community, Sport and Cultural
Development
Room 301 Parliament Buildings
Victoria BC V8V 1X4

Dear Colleague: *Rich*

Re: PavCo 2014 Grey Cup Bid

s.12

Sincerely,

Michael de Jong, Q.C.
Chair

cc: See attached Distribution List

Ministry of
Finance

Treasury Board

Mailing Address
PO Box 9489 Stn Prov Govt
Victoria BC V8V 0V8

Location Address:
1st Floor - 617 Government St
Victoria BC

Distribution List:

Steve Carr
Deputy Minister
Ministry of Energy, Mines and Natural Gas

Don Fast
Deputy Minister
Ministry of Community, Sport and Cultural Development

George Parkas
Assistant Deputy Minister and Executive Financial Officer
Ministry of Community, Sport and Cultural Development

David Galbraith
Assistant Deputy Minister
Arts, Culture, Gaming Grants & Sport Division
Ministry of Community, Sport and Cultural Development

Neilane Mayhew
Assistant Deputy Minister and Executive Financial Officer
Ministry of Energy, Mines and Natural Gas



Information Access Operations
Ministry of Labour, Citizens'
Services, and Open Government
PO Box 9569 Stn Prov Govt
Victoria BC, V8W 9K1

CALL FOR RECORDS – GENERAL FOI REQUEST

Request Number: 292-30/EGM-2013-00080

APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	March 12, 2013	Debra Graves	March 26, 2013	April 5, 2013

REQUEST DETAILS:

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

Section 1: Initial Record Assessment

Do you hold any responsive records?

YES ☒ NO ☐

Are you aware of other records that may be responsive to this request within your Ministry?

YES ☐ NO ☒

Are you aware of other records that may be responsive to this request held by another public body?

YES ☐ NO ☒

If yes, specify:

NO RECORDS RESPONSE APPROVAL:

Please forward to Ministry FOI Contact (if applicable) for Delegated Head's final public body approval if no records have been located.

Final Public Body Approval (Full name, Title)	Signature:	Date:

Section 2: Fee Estimate Please ensure that all reasonable efforts are made to generate as accurate an estimate as possible

Search

Locating/Retrieving

Tasks may include:

- Searching for hard & electronic files
- Reviewing box content lists
- Retrieving records from off site
- Retrieving email records (Outlook)

Estimated Hours

Actual Hours

Producing records

tasks may include:

- Identifying relevant sources of data/information
- Manual time spent creating and producing records

Estimated Hours

Actual Hours

Volume

Electronic files (in pages):

*Other refers to PDF, Word, Excel, photos and any other electronic file responsive to the request

Email without attachments:

Estimated Pages

Actual Pages

Email with attachments:

Estimated Pages

Actual Pages

*Other documents

Estimated Pages

Actual Pages

Hardcopy files (in pages):

- Average file folder = 1" and holds approximately 200 pages (single sided)
- 1 Standard Records Centre Services Box:
 - If in legal sized folders - 1,800 pages
 - If in letter sized folders - 2,200 pages

Estimated Pages

Actual Pages

Preparation

Tasks may include :

- Photocopying/scanning records into electronic format (PDF)
- Ensuring completeness of responsive records
- Copying other types of media; if so please specify:

Estimated Hours

Actual Hours

Please describe the search for records including what records were searched, (eg. files, email, databases, TRIM files, off-site records, etc.), duration of search time, and who concluded the search for records.

Could release of any/all of the of the responsive records potentially cause harm?

YES ☒ NO ☐

***Harm – Disclosure of the records would significantly harm the ministry's position, or a third party's interests on a given topic. The harms assessment allows FOI staff to better understand the context of the records and make informed severing recommendations based on potential harms. (Issues associated with possible disclosure through the FOI process that are unrelated to the harms assessment should be communicated to your ministry executive and/or Government Communications and Public Engagement office.)**

If yes which information, if released, may cause harm?
(Please reference the information of concern, the harms, and associated page numbers below)

Section 12, these are treasury board submissions, please sever.

Unless specific exemption criteria apply, records provided to the applicant in response to this request will be published on the Government's Open Information Website. If you have any concerns about the publication of the responsive records please indicate here or discuss with your FOI Analyst.

Section 4: Contact Information

Who completed this form? (Full Name, Title):

Phone Number:

Date:

Jan Lalonde

250-952-0293

April 12, 2013

Harms assessment completed by (Full Name, Title)

Program Area:

Leslie Symes

Deputy Minister's office

Harms assessment approved by (Full Name, Title)

IAO Use Only

Estimated

Hours

Pages

Actual

Hours

Pages

Comments:

Lalonde, Jan EMNG:EX

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013
Attachments: Integrated Call For Records form.pdf

New XGOV'T Request 100503

Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance
Jobs Tourism and Skills Training (responsible for Labour)
Office of the Premier

New FOI Request Received

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- any other questions or concerns relating to this request.

Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit



Information Access Operations
Ministry of Labour, Citizens'
Services, and Open Government
PO Box 9569 Stn Prov Govt
Victoria BC, V8W 9K1

CALL FOR RECORDS – GENERAL FOI REQUEST

Request Number: 292-30/ EGM-2013-00080

APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	March 12, 2013	Debra Graves	March 26, 2013	April 5, 2013

REQUEST DETAILS:

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Section 1: Initial Records Assessment

Do you hold any responsive records?	YES <input type="radio"/>	NO <input type="radio"/>
Are you aware of other records that may be responsive to this request within your Ministry?	YES <input type="radio"/>	NO <input type="radio"/>
Are you aware of other records that may be responsive to this request held by another public body?	YES <input type="radio"/>	NO <input type="radio"/>
If yes, specify:		

NO RECORDS RESPONSE APPROVAL:

Please forward to Ministry FOI Contact (if applicable) for Delegated Head's final public body approval if no records have been located.

Final Public Body Approval (Full name, Title)	Signature:	Date:

Section 2: Fee Estimate *Please ensure that all reasonable efforts are made to generate as accurate an estimate as possible*

Search

Locating/Retrieving

Tasks may include:

- Searching for hard & electronic files
- Reviewing box content lists
- Retrieving records from off site
- Retrieving email records (Outlook)

Estimated Hours

Actual Hours

Producing records

tasks may include:

- Identifying relevant sources of data/information
- Manual time spent creating and producing records

Estimated Hours

Actual Hours

Volume

Electronic files (in pages):

*Other refers to PDF, Word, Excel, photos and any other electronic file responsive to the request

Email without attachments:

Estimated Pages

Actual Pages

Email with attachments:

Estimated Pages

Actual Pages

*Other documents

Estimated Pages

Actual Pages

Hardcopy files (in pages):

- Average file folder = 1" and holds approximately 200 pages (single sided)
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 - If in letter sized folders - 2,200 pages

Estimated Pages

Actual Pages

Preparation

Tasks may include :

- Photocopying/scanning records into electronic format (PDF)
- Ensuring completeness of responsive records
- Copying other types of media; if so please specify:

Estimated Hours

Actual Hours

Please describe the search for records including what records were searched, (eg. files, email, databases, TRIM files, off-site records, etc.), duration of search time, and who concluded the search for records.

Could release of any/all of the of the responsive records potentially cause harm?

YES ☐ NO ☐

***Harm** – Disclosure of the records would significantly harm the ministry's position, or a third party's interests on a given topic. The harms assessment allows FOI staff to better understand the context of the records and make informed severing recommendations based on potential harms. (Issues associated with possible disclosure through the FOI process that are unrelated to the harms assessment should be communicated to your ministry executive and/or Government Communications and Public Engagement office.)

If yes which information, if released, may cause harm?

(Please reference the information of concern, the harms, and associated page numbers below)

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Section 4: Contact Information

Who completed this form? (Full Name, Title):

Phone Number:

Date:

Harms assessment completed by (Full Name, Title)

Program Area:

Harms assessment approved by (Full Name, Title)

IAO Use Only

Estimated

Hours:

Pages:

Actual

Hours:

Pages:

Comments:

Lalonde, Jan EMNG:EX

From: Ross, Diane CSNR:EX
Sent: Thursday, March 21, 2013 6:57 AM
To: IAO Resource Team SSBC:EX; Lalonde, Jan EMNG:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi Jan

We can run an initial search to see if we can identify any contracts or transfer payments, but it will then be over to you if there are other documents to request? I'll let you know once the report is run.

Diane

From: IAO Resource Team SSBC:EX
Sent: March 20, 2013 2:56 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

New XGOV'T Request 100503

Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance
Jobs Tourism and Skills Training (responsible for Labour)
Office of the Premier

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- any other questions or concerns relating to this request.

Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit

Lalonde, Jan EMNG:EX

From: Ross, Diane CSNR:EX
Sent: Tuesday, March 26, 2013 3:34 PM
To: IAO Resource Team SSBC:EX; Lalonde, Jan EMNG:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013
Attachments: EGM-2013--00080 Call for Records.pdf

I am submitting a nil response. No records were found.

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

New XGOV'T Request 100503

Submitted to:

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Energy Mines and Natural Gas (responsible for Housing)
Finance
Jobs Tourism and Skills Training (responsible for Labour)
Office of the Premier

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- whether the information is being prepared for public release or is already publicly available;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

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Debra Graves
Information Access Operations
Resource Unit



CALL FOR RECORDS – GENERAL FOI REQUEST

Request Number: 292-30/ EGM-2013-00080

APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	March 12, 2013	Debra Graves	March 26, 2013	April 5, 2013

REQUEST DETAILS:

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

Section 1: Initial Records Assessment

Do you hold any responsive records?	YES <input type="radio"/>	NO <input checked="" type="radio"/>
Are you aware of other records that may be responsive to this request within your Ministry?	YES <input type="radio"/>	NO <input checked="" type="radio"/>
Are you aware of other records that may be responsive to this request held by another public body?	YES <input type="radio"/>	NO <input checked="" type="radio"/>
If yes, specify:		

NO RECORDS RESPONSE APPROVAL:

Please forward to Ministry FOI Contact (if applicable) for Delegated Head's final public body approval if no records have been located.

Final Public Body Approval (Full name, Title)	Signature:	Date:
Karen Koncohrada, Executive Director		March 27, 2013

Section 2: Fee Estimate *Please ensure that all reasonable efforts are made to generate as accurate an estimate as possible*

Search

Locating/Retrieving

Tasks may include:

- Searching for hard & electronic files
- Reviewing box content lists
- Retrieving records from off site
- Retrieving email records (Outlook)

Estimated Hours

1.0

Actual Hours

1.0

Producing records

tasks may include:

- Identifying relevant sources of data/information
- Manual time spent creating and producing records

Estimated Hours

1.0

Actual Hours

.5

Volume

Electronic files (in pages):

*Other refers to PDF, Word, Excel, photos and any other electronic file responsive to the request

Email without attachments:

Estimated Pages

0

Actual Pages

0

Email with attachments:

Estimated Pages

0

Actual Pages

0

*Other documents

Estimated Pages

1

Actual Pages

0

Hardcopy files (in pages):

- Average file folder = 1" and holds approximately 200 pages (single sided)
- 1 Standard Records Centre Services Box:
 - If in legal sized folders - 1,800 pages
 - If in letter sized folders - 2,200 pages

Estimated Pages

1

Actual Pages

0

Preparation

Tasks may include :

- Photocopying/scanning records into electronic format (PDF)
- Ensuring completeness of responsive records
- Copying other types of media; if so please specify:

Estimated Hours

.5

Actual Hours

2

Please describe the search for records including what records were searched (eg. files, email, databases, TRIM files, offsite records, etc.), duration of search time, and who concluded the search for records.

Searched corporate accounting system for purchase orders for any contracts to the specified vendors in the period Oct 1, 2012 to March 12, 2013. Diane Ross concluded the search for records.

Could release of any/all of the of the responsive records potentially cause harm?

YES ☐

NO ☒

***Harm – Disclosure of the records would significantly harm the ministry's position, or a third party's interests on a given topic. The harms assessment allows FOI staff to better understand the context of the records and make informed severing recommendations based on potential harms. (Issues associated with possible disclosure through the FOI process that are unrelated to the harms assessment should be communicated to your ministry executive and/or Government Communications and Public Engagement office.)**

If yes which information, if released, may cause harm?

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Section 4: Contact Information

Who completed this form? (Full Name, Title):

Phone Number:

Date:

Diane Ross, Director Financial Policy, Compliance and Procurement

250-952-0560

March 26, 2013

Harms assessment completed by (Full Name, Title)

Program Area:

Harms assessment approved by (Full Name, Title)

IAO Use Only

Estimated

Hours:

Pages:

Actual

Hours:

Pages:

Comments:

Lalonde, Jan EMNG:EX

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 27, 2013 8:48 AM
To: Lalonde, Jan EMNG:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013
Attachments: EGM-2013--00080 Call for Records.pdf

Hi Jan. Just to let you know that the CFR was directed to both your area and Dianes'. So, we will require a response from you also. Just so you know. Thanks!

From: Ross, Diane CSNR:EX
Sent: Tuesday, March 26, 2013 3:34 PM
To: IAO Resource Team SSBC:EX; Lalonde, Jan EMNG:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

I am submitting a nil response. No records were found.

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

New XGOV'T Request 100503

Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance
Jobs Tourism and Skills Training (responsible for Labour)
Office of the Premier

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- any other questions or concerns relating to this request.

Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit



Information Access Operations
Ministry of Labour, Citizens'
Services, and Open Government
PO Box 9569 Stn Prov Govt
Victoria BC, V8W 9K1

CALL FOR RECORDS – GENERAL FOI REQUEST

Request Number: 292-30/ EGM-2013-00080

APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	March 12, 2013	Debra Graves	March 26, 2013	April 5, 2013

REQUEST DETAILS:

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

Section 1: Initial Records Assessment

Do you hold any responsive records?

YES ☐ NO ☒

Are you aware of other records that may be responsive to this request within your Ministry?

YES ☐ NO ☒

Are you aware of other records that may be responsive to this request held by another public body?

YES ☐ NO ☒

If yes, specify:

NO RECORDS RESPONSE APPROVAL:

Please forward to Ministry FOI Contact (if applicable) for Delegated Head's final public body approval if no records have been located.

Final Public Body Approval (Full name, Title)	Signature:	Date:

Section 2: Fee Estimate Please ensure that all reasonable efforts are made to generate as accurate an estimate as possible

Search

Locating/Retrieving

Tasks may include:

- Searching for hard & electronic files
- Reviewing box content lists
- Retrieving records from off site
- Retrieving email records (Outlook)

Estimated Hours

1.0

Actual Hours

1.0

Producing records

tasks may include:

- Identifying relevant sources of data/information
- Manual time spent creating and producing records

Estimated Hours

1.0

Actual Hours

.5

Volume

Electronic files (in pages):

*Other refers to PDF, Word, Excel, photos and any other electronic file responsive to the request

Email without attachments:

Estimated Pages

0

Actual Pages

0

Email with attachments:

Estimated Pages

0

Actual Pages

0

*Other documents

Estimated Pages

1

Actual Pages

0

Hardcopy files (in pages):

- Average file folder = 1" and holds approximately 200 pages (single sided)
- 1 Standard Records Centre Services Box:
 - If in legal sized folders - 1,800 pages
 - If in letter sized folders - 2,200 pages

Estimated Pages

1

Actual Pages

0

Preparation

Tasks may include :

- Photocopying/scanning records into electronic format (PDF)
- Ensuring completeness of responsive records
- Copying other types of media; if so please specify:

Estimated Hours

.5

Actual Hours

.2

Please describe the search for records including what records were searched, (eg. files, email, databases, TRIM files, off-site records, etc.), duration of search time, and who concluded the search for records.

Searched corporate accounting system for purchase orders for any contracts to the specified vendors in the period Oct 1, 2012 to March 12, 2013. Diane Ross concluded the search for records.

Could release of any/all of the of the responsive records potentially cause harm?

YES ☐ NO ☒

***Harm – Disclosure of the records would significantly harm the ministry's position, or a third party's interests on a given topic. The harms assessment allows FOI staff to better understand the context of the records and make informed severing recommendations based on potential harms. (Issues associated with possible disclosure through the FOI process that are unrelated to the harms assessment should be communicated to your ministry executive and/or Government Communications and Public Engagement office.)**

If yes which information, if released, may cause harm?

(Please reference the information of concern, the harms, and associated page numbers below)

Unless specific exemption criteria apply, records provided to the applicant in response to this request will be published on the Government's Open Information Website. If you have any concerns about the publication of the responsive records please indicate here or discuss with your FOI Analyst.

Section 4: Contact Information

Who completed this form? (Full Name, Title):

Phone Number:

Date:

Diane Ross, Director Financial Policy, Compliance and Procurement

250-952-0560

March 26, 2013

Harms assessment completed by (Full Name, Title)

Program Area:

Harms assessment approved by (Full Name, Title)

IAO Use Only

Estimated:

Hours:

Pages:

Actual:

Hours:

Pages:

Comments:

Lalonde, Jan EMNG:EX

From: Moran, Jennifer OHCS:EX
Sent: Wednesday, March 27, 2013 9:38 AM
To: Lalonde, Jan EMNG:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

No records

From: Lalonde, Jan EMNG:EX
Sent: Wednesday, March 27, 2013 9:34 AM
To: Symes, Leslie EMNG:EX; Gajda, Gail EMNG:EX; Mudie, Isolde EMNG:EX; Canham, Michele EMNG:EX; Moran, Jennifer OHCS:EX; Bumstead, Melissa EMNG:EX; Metcalfe, Megan EMNG:EX; West, Michele L EMNG:EX
Cc: Cho, Gayle EMNG:EX; Musgrove, Kate MEM:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi,

Please see the attached call for records request:

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

Please advise me with a "yes" or "no" as to whether you have records. You need to fill out the Call for Records form (above) if you have information and return it to me with the records by **April 8th**. If you have records and believe it will take longer than three hours to gather the material, please fill out the Call for Records/Fee Estimate form (above) and send to me by **April 3rd**.

Thanks,
Jan

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

New XGOV'T Request 100503
Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance
Jobs Tourism and Skills Training (responsible for Labour)
Office of the Premier

New FOI Request Received

Your Ministry has received a formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA). Please see the attached Call For Records form for the details.

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- ❖ If no fees apply then complete the attached Call for Records form and return it to IAO by April 5, 2013.
- ❖ Send records via email in PDF format. Before you turn emails into PDFs, ensure that you have included all attachments. If email is not possible, please put the records on the File Share and notify IAO that the records are available

Reminder

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that your Ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Questions and Concerns

Please do not hesitate to contact IAO to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit

Lalonde, Jan EMNG:EX

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 27, 2013 9:49 AM
To: Lalonde, Jan EMNG:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

Sorry, Jan. My fault. This wasn't a normal request just for contracts as per usual. I should have pointed that out to you. Don't panic. The legislated due date on this is Apr 25th. As this will more than likely be a no records response (I'm guessing), there will be plenty of time. I can whip those out in no time. If there are records, we can always take an extension if required. Please keep me informed on how the call goes, okay? I repeat, don't panic, just keep me informed.

Thanks!

Debra Graves

From: Lalonde, Jan EMNG:EX
Sent: Wednesday, March 27, 2013 9:31 AM
To: IAO Resource Team SSBC:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013

With the changes in how I receive the information regarding contracts, this is very confusing.

Sorry, I will send out this records call today but will need an extension, many people have started the long weekend early.

I ask that in the future if an FOI is meant for me to process, please send to me only. I saw Diane's name and thought, oh, another one that Diane is processing.

Thanks and sorry,

Jan

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 27, 2013 8:48 AM
To: Lalonde, Jan EMNG:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi Jan. Just to let you know that the CFR was directed to both your area and Dianas'. So, we will require a response from you also. Just so you know. Thanks!

From: Ross, Diane CSNR:EX
Sent: Tuesday, March 26, 2013 3:34 PM
To: IAO Resource Team SSBC:EX; Lalonde, Jan EMNG:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

I am submitting a nil response. No records were found.

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

New XGOV'T Request 100503

Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance
Jobs Tourism and Skills Training (responsible for Labour)
Office of the Premier

New FOI Request Received

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- whether the information is being prepared for public release or is already publicly available;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you for your assistance,

Lalonde, Jan EMNG:EX

From: Bumstead, Melissa EMNG:EX
Sent: Wednesday, March 27, 2013 9:55 AM
To: Lalonde, Jan EMNG:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

No records from us.

Melissa Bumstead

Executive Assistant to Brian Hansen
ADM's Office | Energy and LNG Initiatives
Ministry of Energy, Mines and Natural Gas
Phone: 250.953.3776
Email: Melissa.Bumstead@gov.bc.ca

From: Lalonde, Jan EMNG:EX
Sent: Wednesday, March 27, 2013 9:34 AM
To: Symes, Leslie EMNG:EX; Gajda, Gail EMNG:EX; Mudie, Isolde EMNG:EX; Canham, Michele EMNG:EX; Moran, Jennifer OHCS:EX; Bumstead, Melissa EMNG:EX; Metcalfe, Megan EMNG:EX; West, Michele L EMNG:EX
Cc: Cho, Gayle EMNG:EX; Musgrove, Kate MEM:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi,

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Thanks,
Jan

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

New XGOV'T Request 100503
Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance

New FOI Request Received

Your Ministry has received a formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA). Please see the attached Call For Records form for the details.

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Questions and Concerns

Please do not hesitate to contact IAO to discuss:

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- whether the information is being prepared for public release or is already publicly available;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit

Lalonde, Jan EMNG:EX

From: Metcalfe, Megan EMNG:EX
Sent: Wednesday, March 27, 2013 10:58 AM
To: Lalonde, Jan EMNG:EX
Subject: EGM-2013-00080
Attachments: Integrated Call For Records form.pdf

Hi Jan,

No records for MMRD.

Thanks,

Megan Metcalfe

Project Assistant | Mines and Mineral Resources Division | Ministry of Energy, Mines and Natural Gas
Phone: (250)953-3886



Information Access Operations
Ministry of Labour, Citizens'
Services, and Open Government
PO Box 9569 Stn Prov Govt
Victoria BC, V8W 9K1

CALL FOR RECORDS – GENERAL FOI REQUEST

Request Number: 292-30/ EGM-2013-00080

APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	March 12, 2013	Debra Graves	March 26, 2013	April 5, 2013

REQUEST DETAILS:

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

Section 1: Initial Records Assessment

Do you hold any responsive records?	YES <input type="radio"/>	NO <input checked="" type="radio"/>
Are you aware of other records that may be responsive to this request within your Ministry?	YES <input type="radio"/>	NO <input checked="" type="radio"/>
Are you aware of other records that may be responsive to this request held by another public body?	YES <input type="radio"/>	NO <input checked="" type="radio"/>
If yes, specify:		

NO RECORDS RESPONSE APPROVAL:

Please forward to Ministry FOI Contact (if applicable) for Delegated Head's final public body approval if no records have been located.

Final Public Body Approval (Full name, Title)	Signature:	Date:

Section 2: Fee Estimate Please ensure that all reasonable efforts are made to generate as accurate an estimate as possible

Search

Locating/Retrieving

Tasks may include:

- Searching for hard & electronic files
- Reviewing box content lists
- Retrieving records from off site
- Retrieving email records (Outlook)

Estimated Hours

Actual Hours

Producing records

tasks may include:

- Identifying relevant sources of data/information
- Manual time spent creating and producing records

Estimated Hours

Actual Hours

Volume

Electronic files (in pages):

*Other refers to PDF, Word, Excel, photos and any other electronic file responsive to the request

Email without attachments:

Estimated Pages

Actual Pages

Email with attachments:

Estimated Pages

Actual Pages

*Other documents

Estimated Pages

Actual Pages

Hardcopy files (in pages):

- Average file folder = 1" and holds approximately 200 pages (single sided)
- 1 Standard Records Centre Services Box:
 - If in legal sized folders - 1,800 pages
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Estimated Pages

Actual Pages

Preparation

Tasks may include :

- Photocopying/scanning records into electronic format (PDF)
- Ensuring completeness of responsive records
- Copying other types of media; if so please specify:

Estimated Hours

Actual Hours

Please describe the search for records including what records were searched, (eg. files, email, databases, TRIM files, off-site records, etc.), duration of search time, and who concluded the search for records.

Could release of any/all of the of the responsive records potentially cause harm?

YES ☐ NO ☐

***Harm** – Disclosure of the records would significantly harm the ministry's position, or a third party's interests on a given topic. The harm assessment allows FOI staff to better understand the context of the records and make informed severing recommendations based on potential harms. (Issues associated with possible disclosure through the FOI process that are unrelated to the harms assessment should be communicated to your ministry executive and/or Government Communications and Public Engagement office.)

If yes which information, if released, may cause harm?

(Please reference the information of concern, the harms, and associated page numbers below)

Unless specific exemption criteria apply, records provided to the applicant in response to this request will be published on the Government's Open Information Website. If you have any concerns about the publication of the responsive records please indicate here or discuss with your FOI Analyst.

Section 4: Contact Information

Who completed this form? (Full Name, Title):

Phone Number:

Date:

Megan Metcalfe, Program Assistant

250-953-3886

March 27, 2013

Harms assessment completed by (Full Name, Title)

Program Area:

Harms assessment approved by (Full Name, Title)

IAO Use Only

Estimated

Hours:

Pages:

Actual

Hours:

Pages:

Comments:

Lalonde, Jan EMNG:EX

From: West, Michele L EMNG:EX
Sent: Thursday, March 28, 2013 10:03 AM
To: Lalonde, Jan EMNG:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013
Attachments: Integrated Call For Records form.pdf

No for Electricity and Alternative Energy Division, re this Request. thx, Michele W., EAED



From: Lalonde, Jan EMNG:EX
Sent: Wednesday, March 27, 2013 9:34 AM
To: Symes, Leslie EMNG:EX; Gajda, Gail EMNG:EX; Mudie, Isolde EMNG:EX; Canham, Michele EMNG:EX; Moran, Jennifer OHCS:EX; Bumstead, Melissa EMNG:EX; Metcalfe, Megan EMNG:EX; West, Michele L EMNG:EX
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Debra Graves
Information Access Operations
Resource Unit



Information Access Operations
Ministry of Labour, Citizens'
Services, and Open Government
PO Box 9569 Stn Prov Govt
Victoria BC, V8W 9K1

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Request Number: 292-30/ EGM-2013-00080

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Phone Number:

Date:

Harms assessment completed by (Full Name, Title)

Program Area:

Harms assessment approved by (Full Name, Title)

IAO Use Only

Estimated

Hours:

Pages:

Actual

Hours:

Pages:

Comments:

Lalonde, Jan EMNG:EX

From: Gajda, Gail EMNG:EX
Sent: Thursday, March 28, 2013 1:41 PM
To: Lalonde, Jan EMNG:EX
Cc: Symes, Leslie EMNG:EX; Stewart, Ashley EMNG:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013
Attachments: Integrated Call For Records form.pdf

No records.

Gail Gajda

Administrative Coordinator to the
Honourable Rich Coleman
Minister of Energy, Mines and Natural Gas
Minister Responsible for Housing and Deputy Premier
Telephone: (250) 387-6701

From: Lalonde, Jan EMNG:EX
Sent: Wednesday, March 27, 2013 9:34 AM
To: Symes, Leslie EMNG:EX; Gajda, Gail EMNG:EX; Mudie, Isolde EMNG:EX; Canham, Michele EMNG:EX; Moran, Jennifer OHCS:EX; Bumstead, Melissa EMNG:EX; Metcalfe, Megan EMNG:EX; West, Michele L EMNG:EX
Cc: Cho, Gayle EMNG:EX; Musgrove, Kate MEM:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi,

Please see the attached call for records request:

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

Please advise me with a "yes" or "no" as to whether you have records. You need to fill out the Call for Records form (above) if you have information and return it to me with the records by **April 8th**. If you have records and believe it will take longer than three hours to gather the material, please fill out the Call for Records/Fee Estimate form (above) and send to me by **April 3rd**.

Thanks,
Jan

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

New XGOV'T Request 100503
Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance
Jobs Tourism and Skills Training (responsible for Labour)
Office of the Premier

New FOI Request Received

Your Ministry has received a formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA). Please see the attached Call For Records form for the details.

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- ❖ Send records via email in PDF format. Before you turn emails into PDFs, ensure that you have included all attachments. If email is not possible, please put the records on the File Share and notify IAO that the records are available

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Questions and Concerns

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- whether the information is being prepared for public release or is already publicly available;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit



Information Access Operations
Ministry of Labour, Citizens'
Services, and Open Government
PO Box 9569 Stn Prov Govt
Victoria BC, V8W 9K1

CALL FOR RECORDS – GENERAL FOI REQUEST

Request Number: 292-30/EGM-2013-00080

APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	March 12, 2013	Debra Graves	March 26, 2013	April 5, 2013

REQUEST DETAILS:

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

Section 1: Initial Records Assessment

Do you hold any responsive records?	YES <input type="radio"/>	NO <input type="radio"/>
Are you aware of other records that may be responsive to this request within your Ministry?	YES <input type="radio"/>	NO <input type="radio"/>
Are you aware of other records that may be responsive to this request held by another public body?	YES <input type="radio"/>	NO <input type="radio"/>
If yes, specify:		

NO RECORDS RESPONSE APPROVAL:

Please forward to Ministry FOI Contact (if applicable) for Delegated Head's final public body approval if no records have been located.

Final Public Body Approval (Full name, Title)	Signature:	Date:

Section 2: Fee Estimate Please ensure that all reasonable efforts are made to generate as accurate an estimate as possible

Search

Locating/Retrieving

Tasks may include:

- Searching for hard & electronic files
- Reviewing box content lists
- Retrieving records from off site
- Retrieving email records (Outlook)

Estimated Hours

Actual Hours

Producing records

tasks may include:

- Identifying relevant sources of data/information
- Manual time spent creating and producing records

Estimated Hours

Actual Hours

Volume

Electronic files (in pages):

*Other refers to PDF, Word, Excel, photos and any other electronic file responsive to the request

Email without attachments:

Estimated Pages

Actual Pages

Email with attachments:

Estimated Pages

Actual Pages

*Other documents

Estimated Pages

Actual Pages

Hardcopy files (in pages):

- Average file folder = 1" and holds approximately 200 pages (single sided)
- 1 Standard Records Centre Services Box:
 - If in legal sized folders - 1,800 pages
 - If in letter sized folders - 2,200 pages

Estimated Pages

Actual Pages

Preparation

Tasks may include :

- Photocopying/scanning records into electronic format (PDF)
- Ensuring completeness of responsive records
- Copying other types of media; if so please specify:

Estimated Hours

Actual Hours

Please describe the search for records including what records were searched, (eg. files, email, databases, TRIM files, off site records, etc.), duration of search time, and who concluded the search for records.

Could release of any/all of the of the responsive records potentially cause harm?

YES ☐ NO ☐

***Harm** – Disclosure of the records would significantly harm the ministry's position, or a third party's interests on a given topic. The harms assessment allows FOI staff to better understand the context of the records and make informed severing recommendations based on potential harms. (Issues associated with possible disclosure through the FOI process that are unrelated to the harms assessment should be communicated to your ministry executive and/or Government Communications and Public Engagement office.)

If yes which information, if released, may cause harm?

(Please reference the information of concern, the harms, and associated page numbers below)

Unless specific exemption criteria apply, records provided to the applicant in response to this request will be published on the Government's Open Information Website. If you have any concerns about the publication of the responsive records please indicate here or discuss with your FOI Analyst.

Section 4: Contact Information

Who completed this form? (Full Name, Title):

Phone Number:

Date:

Harms assessment completed by (Full Name, Title)

Program Area:

Harms assessment approved by (Full Name, Title)

IAO Use Only

Estimated

Hours:

Pages:

Actual

Hours:

Pages:

Comments:

Lalonde, Jan EMNG:EX

From: Alexandra Wagner [AWagner@bcpavco.com]
Sent: Tuesday, April 2, 2013 12:49 PM
To: Lalonde, Jan EMNG:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi Jan,

Nope, we have not received this request. The request is seeking justification for the province's contribution to secure the Grey Cup, so I don't know what ministry paid that, likely this is for MoF? I'm also not certain who the monies were paid to, if it was PavCo (don't think so), the Lions (unlikely), or the CFL – most likely recipient of funds.

I don't know that I matters who was mentioned in the announcement (I wasn't there), it's who has the records related to the payment, my best guess is MoF.

~A

From: Lalonde, Jan EMNG:EX [mailto:Jan.Lalonde@gov.bc.ca]
Sent: Tuesday, April 02, 2013 10:32 AM
To: Alexandra Wagner
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi Ali,

Help help! I am wondering if you have seen this request.

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

Do you know if EMNG was mentioned specifically or not, or any other information that may be responsive for EMNG and Housing?

Thanks,
Jan

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

New XGOV'T Request 100503
Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance

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Questions and Concerns

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- any other questions or concerns relating to this request.

Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit

Lalonde, Jan EMNG:EX

From: Frankl, Dave EMNG:EX
Sent: Monday, April 8, 2013 12:32 PM
To: Lalonde, Jan EMNG:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi Jan; the CIB has no responsive records for this FOI Request.

Dave Frankl | Records Clerk
Ministry of Energy, Mines & Natural Gas
Phone: 250-952-0321

From: Lalonde, Jan EMNG:EX
Sent: Wednesday, March 27, 2013 3:11 PM
To: Frankl, Dave EMNG:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi Dave,

Here is another that should be sent to CIB.

Thanks for your help,
Jan

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Sent: Wednesday, March 27, 2013 9:34 AM
To: Symes, Leslie EMNG:EX; Gajda, Gail EMNG:EX; Mudie, Isolde EMNG:EX; Canham, Michele EMNG:EX; Moran, Jennifer OHCS:EX; Bumstead, Melissa EMNG:EX; Metcalfe, Megan EMNG:EX; West, Michele L EMNG:EX
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Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance
Jobs Tourism and Skills Training (responsible for Labour)
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Lalonde, Jan EMNG:EX

From: Symes, Leslie EMNG:EX
Sent: Thursday, April 11, 2013 2:26 PM
To: Lalonde, Jan EMNG:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013
Attachments: 20130411142112.pdf; 20130411142126.pdf

Jan, attached please find documents responsive to this request. Note re severing: Section 12 is recommended as these are Treasury Board documents. Thanks.

Leslie Symes
Executive Coordinator
Deputy Minister's Office
Ministry of Energy, Mines and Natural Gas
Phone: 250 952-0683

Warning: This email is intended only for the use of the individual or organization to whom it is addressed. It may contain information that is privileged or confidential. Any distribution, disclosure, copying, or other use by anyone else is strictly prohibited. If you have received this in error, please telephone or e-mail the sender immediately and delete the message

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Debra Graves
Information Access Operations
Resource Unit



Treasury Board Submission

Request for Decision

Minister: Honourable Rich Coleman

Ministry: Energy, Mines and Natural Gas

Date: October 23, 2012

Ministry Document #: 11-12/13

s.12



s.12

Background / Context:

PavCo hosted the 2011 Grey Cup Championship and Festival in its facilities to coincide with the re-opening of BC Place. The events comprised the Grey Cup and the Vanier Cup (the C.I.S. Championship Football game) Games at BC Place and the Grey Cup Dinner and the various club team hosting events were held at the Vancouver Convention Centre in both the East and West buildings.

s.12



s.12

Options:

s.12



s.12

Fiscal Impacts:

s.12



s.12

Policy:

There are no legal or constitutional implications to this transaction.

There are no implications for First Nations treaties or negotiations.

Legislation:

No new legislation will be required to implement this transaction.

Stakeholder and Citizens:

There are no First Nations consultation/accommodation requirements.



Contacts: Steve Carr
Deputy Minister

250-952-0504

Dana Hayden, President & CEO
BC Pavilion Corporation
604-484-5228

Honourable Rich Coleman

October 30, 2012

Date Signed

Appendices to Submission:

s.12

Pages 91 through 95 redacted for the following reasons:

s.12



TB Meeting Date: November 1, 2012
Cabinet Ratified: November 7, 2012
266488

Confidential

Honourable Rich Coleman
Minister of Energy, Mines and Natural Gas
and Minister Responsible for Housing
Room 128 Parliament Buildings
Victoria BC V8V 1X4

Honourable Bill Bennett
Minister of Community, Sport and Cultural
Development
Room 301 Parliament Buildings
Victoria BC V8V 1X4

Dear Colleague: *Rich*

Re: PavCo 2014 Grey Cup Bid

s.12

Sincerely,

Michael de Jong, Q.C.
Chair

cc: See attached Distribution List

Ministry of
Finance

Treasury Board

Mailing Address
PO Box 9469 Stn Prov Govt
Victoria BC V8V 0V8

Location Address:
1st Floor - 617 Government St
Victoria BC

Distribution List:

Steve Carr
Deputy Minister
Ministry of Energy, Mines and Natural Gas

Don Fast
Deputy Minister
Ministry of Community, Sport and Cultural Development

George Parkas
Assistant Deputy Minister and Executive Financial Officer
Ministry of Community, Sport and Cultural Development

David Galbraith
Assistant Deputy Minister
Arts, Culture, Gaming Grants & Sport Division
Ministry of Community, Sport and Cultural Development

Neillane Mayhew
Assistant Deputy Minister and Executive Financial Officer
Ministry of Energy, Mines and Natural Gas

Lalonde, Jan EMNG:EX

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Attachments: 20130411142112.pdf; 20130411142126.pdf; Integrated Call For Records form.pdf

Completed call for records attached.

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Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

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Executive Coordinator
Deputy Minister's Office
Ministry of Energy, Mines and Natural Gas
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New XGOV'T Request 100503

Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance
Jobs Tourism and Skills Training (responsible for Labour)
Office of the Premier

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Debra Graves
Information Access Operations
Resource Unit



CALL FOR RECORDS – GENERAL FOI REQUEST

Request Number: 292-30/EGM-2013-00080

APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	March 12, 2013	Debra Graves	March 26, 2013	April 5, 2013

REQUEST DETAILS:

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Section 1: Initial Records Assessment

Do you hold any responsive records?	YES <input checked="" type="radio"/> NO <input type="radio"/>
Are you aware of other records that may be responsive to this request within your Ministry?	YES <input type="radio"/> NO <input checked="" type="radio"/>
Are you aware of other records that may be responsive to this request held by another public body?	YES <input type="radio"/> NO <input checked="" type="radio"/>
If yes, specify:	

NO RECORDS RESPONSE APPROVAL:

Please forward to Ministry FOI Contact (if applicable) for Delegated Head's final public body approval if no records have been located.

Final Public Body Approval (Full name, Title)	Signature:	Date:

Section 2: Fee Estimate Please ensure that all reasonable efforts are made to generate as accurate an estimate as possible

Search

Locating/Retrieving

Tasks may include:

- Searching for hard & electronic files
- Reviewing box content lists
- Retrieving records from off site
- Retrieving email records (Outlook)

Estimated Hours

Actual Hours

Producing records

tasks may include:

- Identifying relevant sources of data/information
- Manual time spent creating and producing records

Estimated Hours

Actual Hours

Volume

Electronic files (in pages):

*Other refers to PDF, Word, Excel, photos and any other electronic file responsive to the request

Email without attachments:

Estimated Pages

Actual Pages

Email with attachments:

Estimated Pages

Actual Pages

*Other documents

Estimated Pages

Actual Pages

Hardcopy files (in pages):

- Average file folder = 1" and holds approximately 200 pages (single sided)
- 1 Standard Records Centre Services Box:
 - If in legal sized folders - 1,800 pages
 - If in letter sized folders - 2,200 pages

Estimated Pages

Actual Pages

Preparation

Tasks may include :

- Photocopying/scanning records into electronic format (PDF)
- Ensuring completeness of responsive records
- Copying other types of media; if so please specify:

Estimated Hours

Actual Hours

Please describe the search for records including what records were searched, (eg. files, email, databases, TRIM files, off site records, etc.), duration of search time, and who concluded the search for records.

Could release of any/all of the of the responsive records potentially cause harm?

YES ☒ NO ☐

***Harm** – Disclosure of the records would significantly harm the ministry's position, or a third party's interests on a given topic. The harms assessment allows FOI staff to better understand the context of the records and make informed severing recommendations based on potential harms. (Issues associated with possible disclosure through the FOI process that are unrelated to the harms assessment should be communicated to your ministry executive and/or Government Communications and Public Engagement office.)

If yes which information, if released, may cause harm?
(Please reference the information of concern, the harms, and associated page numbers below)

Section 12, these are treasury board submissions, please sever.

Unless specific exemption criteria apply, records provided to the applicant in response to this request will be published on the Government's Open Information Website. If you have any concerns about the publication of the responsive records please indicate here or discuss with your FOI Analyst.

Section 4: Contact Information

Who completed this form? (Full Name, Title):

Phone Number:

Date:

Jan Lalonde

250-952-0293

April 12, 2013

Harms assessment completed by (Full Name, Title)

Program Area:

Leslie Symes

Deputy Minister's office

Harms assessment approved by (Full Name, Title)

IAO Use Only

Estimated

Hours:

Pages:

Actual

Hours:

Pages:

Comments:



Treasury Board Submission

Request for Decision

Minister: Honourable Rich Coleman

Ministry: Energy, Mines and Natural Gas

Date: October 23, 2012

Ministry Document #: 11-12/13

s.12



s.12

Background / Context:

PavCo hosted the 2011 Grey Cup Championship and Festival in its facilities to coincide with the re-opening of BC Place. The events comprised the Grey Cup and the Vanier Cup (the C.I.S. Championship Football game) Games at BC Place and the Grey Cup Dinner and the various club team hosting events were held at the Vancouver Convention Centre in both the East and West buildings.

s.12



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Options:

s.12



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Fiscal Impacts:

s.12



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Policy:

There are no legal or constitutional implications to this transaction.

There are no implications for First Nations treaties or negotiations.

Legislation:

No new legislation will be required to implement this transaction.

Stakeholder and Citizens:

There are no First Nations consultation/accommodation requirements.



Contacts: Steve Carr
Deputy Minister

250-952-0504

Dana Hayden, President & CEO
BC Pavilion Corporation
604-484-5228

Honourable Rich Coleman

October 30, 2012

Date Signed

Appendices to Submission:

s.12

Pages 108 through 112 redacted for the following reasons:

s.12



TB Meeting Date: November 1, 2012
Cabinet Ratified: November 7, 2012
266488

Confidential

Honourable Rich Coleman
Minister of Energy, Mines and Natural Gas
and Minister Responsible for Housing
Room 128 Parliament Buildings
Victoria BC V8V 1X4

Honourable Bill Bennett
Minister of Community, Sport and Cultural
Development
Room 301 Parliament Buildings
Victoria BC V8V 1X4

Dear Colleague: *Rich*

Re: PavCo 2014 Grey Cup Bid

s.12

Sincerely,

Michael de Jong, Q.C.
Chair

cc: See attached Distribution List

Ministry of
Finance

Treasury Board

Mailing Address
PO Box 9469 Stn Prov Govt
Victoria BC V8V 9V8

Location Address:
1st Floor - 817 Government St
Victoria BC

Distribution List:

Steve Carr
Deputy Minister
Ministry of Energy, Mines and Natural Gas

Don Fast
Deputy Minister
Ministry of Community, Sport and Cultural Development

George Farkas
Assistant Deputy Minister and Executive Financial Officer
Ministry of Community, Sport and Cultural Development

David Galbraith
Assistant Deputy Minister
Arts, Culture, Gaming Grants & Sport Division
Ministry of Community, Sport and Cultural Development

Neilane Mayhew
Assistant Deputy Minister and Executive Financial Officer
Ministry of Energy, Mines and Natural Gas

Lalonde, Jan EMNG:EX

From: Mudie, Isolde EMNG:EX
Sent: Friday, April 12, 2013 7:50 AM
To: Lalonde, Jan EMNG:EX
Subject: RE: FOI Request EGM-2013-00080 Due: April 5, 2013

Sorry Jan – was waiting for one response – NO records from OGD ☺

From: Lalonde, Jan EMNG:EX
Sent: Thursday, April 11, 2013 3:12 PM
To: Mudie, Isolde EMNG:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi Isolde,

Just wondering, do you have records for EGM-2013-00080?

Thanks,
Jan

From: Lalonde, Jan EMNG:EX
Sent: Wednesday, March 27, 2013 9:34 AM
To: Symes, Leslie EMNG:EX; Gajda, Gail EMNG:EX; Mudie, Isolde EMNG:EX; Canham, Michele EMNG:EX; Moran, Jennifer OHCS:EX; Bumstead, Melissa EMNG:EX; Metcalfe, Megan EMNG:EX; West, Michele L EMNG:EX
Cc: Cho, Gayle EMNG:EX; Musgrove, Kate MEM:EX
Subject: FW: FOI Request EGM-2013-00080 Due: April 5, 2013

Hi,

Please see the attached call for records request:

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

Please advise me with a "yes" or "no" as to whether you have records. You need to fill out the Call for Records form (above) if you have information and return it to me with the records by **April 8th**. If you have records and believe it will take longer than three hours to gather the material, please fill out the Call for Records/Fee Estimate form (above) and send to me by **April 3rd**.

Thanks,
Jan

From: IAO Resource Team SSBC:EX
Sent: Wednesday, March 20, 2013 2:57 PM
To: Lalonde, Jan EMNG:EX; Ross, Diane CSNR:EX
Cc: Cho, Gayle EMNG:EX; Smith, Shelley CSNR:EX; Young, Joanne CSNR:EX
Subject: FOI Request EGM-2013-00080 Due: April 5, 2013

Submitted to:

Community Sport and Cultural Development
Energy Mines and Natural Gas (responsible for Housing)
Finance
Jobs Tourism and Skills Training (responsible for Labour)
Office of the Premier

New FOI Request Received

Your Ministry has received a formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA). Please see the attached Call For Records form for the details.

The application, business case, evaluation, contract and approval letter for the Province BC's contribution to BC Pavilion Corporation, BC Lions and/or Canadian Football League for the hosting rights of the 102nd Grey Cup game and associated events mentioned in the BC Pavilion Corporation service plan and announced on March 8, 2013. Time frame is October 1, 2012 to March 12, 2013.

What Do You Need to Do?

Please complete the attached Call for Records form.

- ❖ If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** sections 1 & 2 of the Call for Records form as we may be in a position to issue a fee estimate. Return the form to IAO by March 26, 2013. Please await further instruction from IAO as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, IAO will contact you to continue the call for records process.
- ❖ If no fees apply then complete the attached Call for Records form and return it to IAO by April 5, 2013.
- ❖ Send records via email in PDF format. Before you turn emails into PDFs, ensure that you have included all attachments. If email is not possible, please put the records on the File Share and notify IAO that the records are available

Reminder

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that your Ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Questions and Concerns

Please do not hesitate to contact IAO to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you for your assistance,

Debra Graves
Information Access Operations
Resource Unit