Page 001 to/à Page 003

Withheld pursuant to/removed as

s.12;s.14;s.22

McHerron, Paula J AEST:EX

From:

Everett, Mollie FIN:EX

Sent:

Thursday, December 7, 2017 11:36 AM

To:

McHerron, Paula J AEST:EX; Franklin, Rachel AEST:EX

Cc:

Shaw, Brea BRDO:EX; Loughran, Tony D AEST:EX

Subject:

Drafting Instructions: Kwantlen Polytechnic University

Importance:

High

Hi Paula and Rachel,

Please see below drafting instructions for Kwantlen Polytechnic University.

Appoint:

Bio:

In progress

Contact Info:

s.22

Mollie Everett Senior Advisor Crown Agencies and Board Resourcing Office

Phone: 778-698-4737, Mobile: 250-882-4569

Mollie.Everett@gov.bc.ca

Franklin, Rachel AEST:EX

From:

Franklin, Rachel AEST:EX

Sent: Thursday, December 7, 2017 6:20 PM

To: Loughran, Tony D AEST:EX
Cc: McHerron, Paula J AEST:EX

Subject: Updated - December 2017 Appointments Table

Attachments: December 2017 OIC Appointments (prepared for DM) Dec 7.docx

Attached is an update to the tracking document for the DM – showing where appointments have been sourced. This is up to date with the instructions received up to Dec 7 (today).

Rachel Franklin
Director, Legislation
BC Ministry of Advanced Education, Skills and Training
(250) 507-7128 | Rachel Franklin@gov.bc.ca

Institution	Appointments s.12,s.13,s.14,s.22	New/Re- appointment	Candidate Sourcing	Notes	# LGIC
BCIT					8/8+
Camosun College					7/8+
1. 4					
Capilano University					7/8
e)					
College of New Caledonia	•				8/8+
College of the Rockies	•				10/8+
Douglas College					9/8+
Emily Carr University of Art and Design					8/8
Justice Institute of British Columbia					. 12/8+

s.12,s.13,s.14,s.22	
Kwantlen Polytechnic	7/8
University	
Langara College	8/8+
Nicola Valley Institute of Technology	8/8+
North Island College	7/8+
Northern Lights College	7/8+
Northwest Community College	5/8+
Okanagan College	6/8+
Royal Roads University	4/6
Selkirk College	7/8+
Simon Fraser	.7/8

University	s.12,s.13,s.14,s.22	
	_	
Thompson Rivers University		5/8
		-
University of British Columbia		9/11
University of Northern British Columbia	- -	7/8
University of the Fraser Valley		7/8
University of Victoria	-	8/8
Vancouver Community College	- _	6/8+
Vancouver Island University		7/8
Chartered Professional Accountants of BC		1/3
Architectural Institute of BC	· _	4/4
Engineers and Geoscientists BC		2/4

BC Society of	s.12,s.13,s.14,s.22	
Landscape		2/4
Architects		2/4
BC Registered Mus	ė,	
Teachers'		0/1
Association		

Page 010 to/à Page 018

Withheld pursuant to/removed as

s.12;s.14;s.22

MINISTER OF ADVANCED EDUCATION, SKILLS AND TRAINING - SPEAKING NOTES

s.12,s.13

Page 020

Withheld pursuant to/removed as

s.12;s.22;s.13

Page 021 to/à Page 027

Withheld pursuant to/removed as

s.12;s.14;s.22

Franklin, Rachel AEST:EX

From:

Franklin, Rachel AEST:EX

Sent:

Monday, December 11, 2017 1:50 PM

To:

McHerron, Paula J AEST:EX

Subject:

FW: **For Approval: Board Appointment OICs (16)

Importance:

High

Paula, I saved and renamed the OICS here: Y:\Legislation\Administration\Board Appointments\2017 Board Appointments\Signed

Please upload to the Cabops site. (I don't seem to have access)

From: Oaten, Jeremy AEST:EX

Sent: Monday, December 11, 2017 1:39 PM

To: Franklin, Rachel AEST:EX

Cc: La Rose, Yael AEST:EX; Smollett, Debbie AEST:EX Subject: RE: **For Approval: Board Appointment OICs (16)

Rachel -

As requested. Memos have the DM's signature applied, OICs have Minister's.

Please let me know if any tweaks are required.

Jeremy Oaten, MA, CIAPP-C

Manager, Business Services & Ministerial Correspondence and Research Unit

Office of the Deputy Minister

Ministry of Advanced Education, Skills and Training

T: 250 356-6284

C: 250 217-6951

F: 250 356-5468

From: Smollett, Debbie AEST:EX

Sent: Monday, December 11, 2017 1:37 PM

To: Oaten, Jeremy AEST:EX

Cc: Franklin, Rachel AEST:EX; La Rose, Yael AEST:EX Subject: **For Approval: Board Appointment OICs (16)

Approved...

Jeremy, can you get the full package to Rachel for uploading to Cab Ops?

Thank you so much all! Rachel/Yael – let me know about the binder. If we can get that over to the MO by end of business today, it will be hand delivered to the Minister tomorrow by staff in her office.

From: Mark, Melanie AEST:EX

Sent: Monday, December 11, 2017 1:34 PM

To: Flesh, Cindy AEST:EX; Smollett, Debbie AEST:EX

Cc: Rzepa, Christina AEST:EX

Subject: Re: For Approval: Board Appointment OICs (16)

Great thank yes they are approved, please apply e signature

Sent from my iPad

On Dec 11, 2017, at 1:19 PM, Flesh, Cindy AEST:EX < Cindy.Flesh@gov.bc.ca wrote:

s.12,s.14,s.22

Page 030 to/à Page 031

Withheld pursuant to/removed as

s.12;s.14;s.22

Franklin, Rachel AEST:EX

From: Smollett, Debbie AEST:EX

Sent: Tuesday, December 12, 2017 9:03 AM

To: Chauvin, Lindsay AEST:EX; Franklin, Rachel AEST:EX

Subject: FW: check in...2 other documents

Attachments: Institution Representation of Aboriginal Appointments - January 1 2018 (prepared for

DM).doc; December 2017 OIC Appointments (prepared for DM) Dec 8.docx

Updated...please add these to the DM's SP (as per her request) and remove the other two in there...remove reference in the name to (prepared for DM) and then PDF to send to the MO.

Rachel, the first is self explanatory but to assist the MO when we send this forward, can we advise that the second document captures ALL of the OICs from both the Dec 6 and Dec 13 meetings?

From: Franklin, Rachel AEST:EX

Sent: Tuesday, December 12, 2017 9:00 AM

To: Smollett, Debbie AEST:EX

Cc: La Rose, Yael AEST:EX; Chauvin, Lindsay AEST:EX; McHerron, Paula J AEST:EX; Loughran, Tony D AEST:EX

Subject: RE: check in...2 other documents

Hi Debbie, here are the up to date documents.

From: Smollett, Debbie AEST:EX

Sent: Monday, December 11, 2017 9:16 PM

To: Franklin, Rachel AEST:EX

Cc: La Rose, Yael AEST:EX; Chauvin, Lindsay AEST:EX

Subject: Re: check in...2 other documents

Thank you, tomorrow is great and we'll make sure the DM has also.

On Dec 11, 2017, at 20:24, Franklin, Rachel AEST:EX <Rachel.Franklin@gov.bc.ca> wrote:

Debbie, I have updated versions of these, as the versions you have were prepared for the first 22 OICs only. I can send to you first thing. Sorry - not able to access remotely at the moment.

On Dec 11, 2017, at 5:21 PM, Smollett, Debbie AEST:EX < Debbie.Smollett@gov.bc.ca> wrote:

In addition to the binders, the DM has the following that came in through a different trail of email...the first one I don't think matches the binder material – or is only a portion but gives some additional context to the appointments?

And the second is specific to aboriginal, any concerns if we include as well?

Debbie Smollett | Director

Deputy Minister's Office
Ministry of Advanced Education, Skills and Training
Province of British Columbia
T: 250.952.6842 | M: 250.896.7507 | E: debbie.smollett@gov.bc.ca

Page 033 to/à Page 036

Withheld pursuant to/removed as

s.22

Institution	Appointments	New/Re- appointment	Candidate Sourcing	Notes	# LGIC
	s.12,s.13,s.14,s.22				
BCIT					9/8+
					370.
Camosun College					7/8+
Capilano University					7/8
College of New Caledonia					8/8+
College of the Rockies					10/8+
Douglas College					10/8+
					10/0
					<u> -</u>
Emily Carr					
University of Art and Design					8/8

s.12,s.13,s.14,s.22	
Justice Institute of	12/8+
British Columbia	
Kwantlen Polytechnic University	8/8
Langara College	8/8+
Nicola Valley Institute of Technology	8/8+
North Island College	8/8+
Northern Lights College	7/8+
Northwest Community College	5/8+
Okanagan College	6/8+

	12,s.13,s.14,s.22	
Royal Roads University		5/6
Selkirk College		7/8+
Simon Fraser		
University		7/8
Thompson Rivers University		5/8
University of British Columbia		9/11
University of		
Northern British Columbia		. 7/8
Iniversity of the		
raser Valley		7/8
Iniversity of		
Victoria		8/8
Vancouver		6/8+
Community College Vancouver Island		
ancouver Island		7/8

University				
Y SEEK WARE THAT I'V WA		Professions:		
Chartered s.12,s.13	3,s.14,s.22		•	
Professional				1/3
Accountants of BC				
Architectural				4/4
Institute of BC				-1/-1
Engineers and Geoscientists BC				2/4
BC Society of				
Landscape				2/4
Architects				271
BC Registered Music				
Teachers' Association				0/1

Franklin, Rachel AEST:EX

From: Franklin, Rachel AEST:EX

Sent: Friday, December 15, 2017 12:48 PM

To: Smollett, Debbie AEST:EX; Chauvin, Lindsay AEST:EX; Oaten, Jeremy AEST:EX
Cc: La Rose, Yael AEST:EX; Loughran, Tony D AEST:EX; McHerron, Paula J AEST:EX

Subject: FW: Draft Emails for DM's signature - University Board Appointments

Attachments: Board Appointments: Capilano University; Board Appointments: Emily Carr University

of Art and Design; Board Appointments: Kwantlen Polytechnic University; Board Appointments: Royal Roads University; Board Appointment: Thompson Rivers University; Board Appointments: University of the Fraser Valley; Board Appointment: University of Northern British Columbia; Board Appointments: University of Victoria

Attached are emails for the Universities for approval. These emails will come from the DM email and are informing Universities about board appointments. These must be sent today as the orders are now public on the BCLaws website.

One more coming – Chartered Professional Accountants.

From: McHerron, Paula J AEST:EX

Sent: Friday, December 15, 2017 12:43 PM

To: Franklin, Rachel AEST:EX

Subject: Draft Emails for DM's signature - University Board Appointments

Hi Rachel:

Attached are draft emails prepared for DM's signature regarding university board appointments.

Best,

Paula McHerron, Coordinator

Board Appointments and Negotiation Support
Governance, Quality Assurance and Strategic Policy Branch
Governance, Legislation and Strategic Policy Division
Ministry of Advanced Education, Skills and Training
PO Box 9157, STN PROV GOVT

Victoria BC V8W 9H2

Telephone: 250-356-8696 / Facsimile: 250-387-3750

Franklin, Rachel AEST:EX

From:

Franklin, Rachel AEST:EX

Sent:

Thursday, December 14, 2017 10:23 AM

To:

Hanne Madsen, Chair, Board of Governors

Cc:

'Dr. Alan Davis, President and Vice-Chancellor'; Keri van Gerven, University Secretary;

Loughran, Tony D AEST:EX

Subject:

Board Appointments: Kwantlen Polytechnic University

Attachments:

OIC 553-2017.pdf; OIC 580-2017.pdf

Good afternoon Ms. Madsen:

I am pleased to provide you with the following information on recent board appointments.

Pursuant to sections 19(1)(d), 20(1.1) 21 of the *University Act*, Orders in Council #553/2017 and #580/2017 (attached) were approved and ordered on December 15, 2017, regarding appointments to the Board of Kwantlen Polytechnic University.

Name	Appointment Term	Term Expiry
Mohammed S. Mahabub	2017-12-31	2018-12-31
Amandeep Singh	2017-12-31	2018-12-31
Edward Michael McAdam	2017-12-31	2019-12-31

I have also attached contact information and request you formally advise each new member of their appointment at the earliest opportunity. Please extend my best wishes to the new appointees for a successful term.

In addition, a Ministerial letter will be sent to each appointee in the very near future.

Should you have any questions regarding these appointments, please contact Mr. Tony Loughran, Acting Assistant Deputy Minister, Governance, Legislation and Strategic Policy Division, at (250) 356-0826 or by email at Tony.Loughran@gov.bc.ca.

Regards,

Shannon Baskerville, Deputy Minister Ministry of Advanced Education, Skills and Training

Mohammed S. Mahabub

Mohammed Mahabub is currently the chief financial officer for JYSK where he oversees strategic planning, development and leadership for a multi-million dollar furniture and home retailer. For over twenty years he had extensive experience working with board of directors, financial institutions and suppliers. Previously, he was a director of finance for The Internet Marketing Center, a financial controller for Flight Center, and a senior financial analyst for Overwaitea Food Group. Mr. Mahabub holds his Financial Management Diploma from Kwantlen University College and earned his Certified General Accountants designation in 2001.

Amandeep Singh

Amandeep Singh is currently a managing partner for Singh Thind & Associates law firm. His practise is concentrated in the area of criminal defence and its intersection with civil/human rights. Previously, Mr. Singh worked for Singh Abrahams as a manager partner, Singh Abrahams Joomratty as a managing partner, and Kang Abrahams Chahal as an associate. He has been the legal representative in many high-profile cases of international repute and has practised at the British Columbia Provincial and Supreme Courts as well as the British Columbia Court of Appeal and the Supreme Court of Canada. Mr. Singh has also represented clients in front of various federal and provincial tribunals. Active in his community, he currently serves a director for the Professor Mohan Singh Memorial Foundation. He has previously served for the Friends of The Sikh Cadets Society, Greater Vancouver Intergroup Society, and People's Law School. Mr. Singh studied Anthropology and Physics at the University of California Berkeley, and obtained his Law degree from the University of Victoria.

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Michael McAdam is the President and Chief Executive Officer (CEO) of Bloomstar Flowers, Canada's largest importer of fresh-cut flowers. In the past, Mr. McAdam was the CEO of Arctic Arrow Powerline Group and the CEO of Teldon Media Group. He is presently the Lead Director of Strauss Naturals Ltd and a board member of the Chalmers Foundation. Mr. McAdam was also a member of the Line Contractors Association board, the Bulembu International board, Teldon Community Foundation board and a member of the Certified General Accountants BC board of governors. He was granted a designation by the Institute of Corporate Directors and is a Certified General Accountant. Mr. McAdam also holds his Financial Management Diploma (Honours) from Kwantlen Polytechnic University.

Contact Information:

Mr. Mohammed S. Mahabub s.22

Mr. Amandeep Singh s.22

Mr. Edward Michael McAdam s.22

McHerron, Paula J AEST:EX

From: AEST Deputy Minister AEST:EX

Sent: Friday, December 15, 2017 2:15 PM

To: Hanne Madsen, Chair, Board of Governors

'Dr. Alan Davis, President and Vice-Chancellor': Keri van Gerven, Universident

'Dr. Alan Davis, President and Vice-Chancellor'; Keri van Gerven, University Secretary;

Loughran, Tony D AEST:EX; AEST Deputy Minister AEST:EX

Subject: Board Appointments: Kwantlen Polytechnic University

Attachments: OIC 553-2017.pdf; OIC 580-2017.pdf

Good afternoon Ms. Madsen:

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Regards,

Shannon Baskerville, Deputy Minister Ministry of Advanced Education, Skills and Training

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Amandeep Singh

Amandeep Singh is currently a managing partner for Singh Thind & Associates law firm. His practise is concentrated in the area of criminal defence and its intersection with civil/human rights. Previously, Mr. Singh worked for Singh Abrahams as a manager partner, Singh Abrahams Joomratty as a managing partner, and Kang Abrahams Chahal as an associate. He has been the legal representative in many high-profile cases of international repute and has practised at the British Columbia Provincial and Supreme Courts as well as the British Columbia Court of Appeal and the Supreme Court of Canada. Mr. Singh has also represented clients in front of various federal and provincial tribunals. Active in his community, he currently serves a director for the Professor Mohan Singh Memorial Foundation. He has previously served for the Friends of The Sikh Cadets Society, Greater Vancouver Intergroup Society, and People's Law School. Mr. Singh studied Anthropology and Physics at the University of California Berkeley, and obtained his Law degree from the University of Victoria.

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Contact Information:

Mr. Mohammed S. Mahabub

s.22

Mr. Amandeep Singh

s.22

Mr. Edward Michael McAdam

s.22

Franklin, Rachel AEST:EX

From:

Franklin, Rachel AEST:EX

Sent:

Friday, December 15, 2017 3:49 PM

To:

Williams, Doris AEST:EX; McHerron, Paula J AEST:EX

Subject:

APPOINTMENT LETTER TRACKER

Attachments:

APPOINTMENT LETTER TRACKER.docx

Let's see if this helps us keep track.

Institution	Appointments s.12,s.13,s.22	New/Re- appointment	Order number	Status
	3.12,5.16,5.22			
÷				
BCIT				
Camosun College	_			
Capilano University				
	_			
College of New Caledonia	_			
r'				
College of the Rockies				

s.12,s.13,s.22	
Douglas College	
Emily Carr University of	
Art and Design	
Justice Institute of British Columbia	
Kwantlen Polytechnic University	
Langara College	

	s.12,s.13,s.22	
Nicola Valley Institute of		
Technology		
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North Island College		
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Northern Lights College		
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Northwest Community		
College		
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Okanagan College		
s.**		' ————————————————————————————————————
Royal Roads University		
en e with the		

Selkirk College	s.12,s.13,s.22	
Simon Fraser University		
othangan .		
Thompson Rivers University		
•		
University of British Columbia		
University of British Columbia		

University of Northern	s.12,s.13,s.22	
British Columbia	S. 12,S. 13,S.22	
British Columbia	_	*
University of the Fraser Valley		
	_	
University of Victoria		
Oniversity of victoria		
V G	_	E
Vancouver Community College		
Chartered Professional Accountants of BC		50 e
	-	
*		6)

McHerron, Paula J AEST:EX

From:

Loughran, Tony D AEST:EX

Sent:

Monday, December 18, 2017 11:44 AM

To:

Franklin, Rachel AEST:EX; McHerron, Paula J AEST:EX

Subject:

FW: Board Appointments: Kwantlen Polytechnic University

From: Hanne Madsen \$.22

Sent: Monday, December 18, 2017 11:28 AM

To: AEST Deputy Minister AEST:EX

Cc: Dr. Alan Davis, President and Vice-Chancellor; Keri van Gerven, University Secretary; Loughran, Tony D AEST:EX

Subject: Re: Board Appointments: Kwantlen Polytechnic University

Good Morning Shannon;

Thank you so much for forwarding the information on appointments to the KPU board. We sincerely look forward to welcoming our two new governors.

Best wishes to you for the holidays,

Hanne

(pronounced Hannah)

Hanne Madsen

s.22

On Fri, Dec 15, 2017 at 2:14 PM, AEST Deputy Minister AEST:EX < AEST.DeputyMinister@gov.bc.ca wrote:

Good afternoon Ms. Madsen:

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Regards,

Shannon Baskerville, Deputy Minister Ministry of Advanced Education, Skills and Training

Mohammed S. Mahabub

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Society, Greater Vancouver Intergroup Society, and People's Law School. Mr. Singh studied Anthropology and Physics at the University of California Berkeley, and obtained his Law degree from the University of Victoria.

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Contact Information:

Mr. Mohammed S. Mahabub

s.22

Mr. Amandeep Singh

s.22

Mr. Edward Michael McAdam

s.22

McHerron, Paula J AEST:EX

From: Burnett, Teresa M AEST:EX on behalf of Minister, AEST AEST:EX

Sent: Wednesday, December 27, 2017 2:06 PM

To: \$.22

Cc: AEST Deputy Minister AEST:EX; \$.22 'alan.davis@kpu.ca'; AEST

ADM Governance, Legislation and Strategic Policy AEST:EX; AEST ADM Institutions and

Programs AEST:EX; 'Keri.vangerven@kpu.ca'

Subject: 111911 - Kwantlen Polytechnic University Board Appointment - Letter to Amandeep

Singh

Attachments: OIC 553-2017.pdf; 111911 - Kwantlen Polytechnic University Board - Letter to

Amandeep Singh.pdf

Attached is a signed letter from the Honourable Melanie Mark.

Office of the Minister Honourable Melanie Mark Minister of Advanced Education, Skills and Training

Ph: (250) 356-0179



December 27, 2017

Our Ref. 111911

Mr. Amandeep Singh

Dear Mr. Amandeep Singh:

I am pleased to confirm your appointment as a member of the Board of Kwantlen Polytechnic University, effective December 31, 2017, for a term ending December 31, 2018.

The Board has a leadership role in our post-secondary education institutions that is integral to the success of the British Columbia post-secondary education system. In agreeing to serve, you will be performing a valuable service to your Province.

For information to assist you in your new role as a board member, please review the *Orientation* for B.C. Public Post-Secondary Institution Board Members document on the Ministry of Advanced Education, Skills and Training website at: www.gov.bc.ca.

Additional resources on the appointment process are available on the Crown Agencies and Board Resourcing Office website at: www.cabro.gov.bc.ca.

In addition to your formal duties, I hope that you will occasionally take advantage of opportunities to meet with faculty, staff and students on a less formal basis. The Chair of the Board of Governors is Ms. Hanne Madsen and your contact at the Kwantlen Polytechnic University is Ms. Keri Van Gerven, University Secretary. Ms. Keri Van Gerven can be contacted at (604) 599-2078.

I am also enclosing a copy of the Order in Council making the appointment. Best wishes for a successful term.

Sincerely,

Melanie Mark

Hli Haykwhl Wii Xsgaak

Minister

Enclosure

pc: Distribution List Follows

.../2

pc. Ms. Shannon Baskerville, Deputy Minister Ministry of Advanced Education, Skills and Training

Ms. Hanne Madsen, Chair of the Board of Governors Kwantlen Polytechnic University

Dr. Alan Davis, President Kwantlen Polytechnic University

Mr. Tony Loughran, Acting Assistant Deputy Minister Governance, Legislation and Strategic Policy Division Ministry of Advanced Education, Skills and Training

Mr. Jeff Vasey, Assistant Deputy Minister Institutions and Programs Division Ministry of Advanced Education, Skills and Training

Ms. Keri Van Gerven, University Secretary Kwantlen Polytechnic University

PROVINCE OF BRITISH COLUMBIA

ORDER OF LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No.

553

, Approved and Ordered

December 15, 2017

Lieuterant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that, effective December 31, 2017,

- (a) Amandeep Singh is appointed as a member of the board of Kwantlen Polytechnic University for a term ending December 31, 2018,
- (b) Edward Michael McAdam is appointed as a member of the board of Kwantlen Polytechnic University for a term ending December 31, 2019.

Mulanu Mark
Minister of Advanced Education, Skills and Training

Presiding Member of the Executive Council

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section:

University Act, R.S.B.C. 1996, c. 468, ss. 19 (1) (d), 20 (1.1) and 21

Other:

OIC 578/2008; OIC 352/2016

O10195233

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Withheld pursuant to/removed as

s.12;s.22;s.13

MINISTER OF ADVANCED EDUCATION, SKILLS AND TRAINING - SPEAKING NOTES

s.12,s.13

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Withheld pursuant to/removed as

s.12;s.13

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Withheld pursuant to/removed as

s.12;s.14;s.22

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s.12;s.14;s.22