

## Gillezeau, Rob FIN:EX

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**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 20, 2017 3:36 PM  
**To:** Spilker, Robyn FIN:EX  
**Subject:** RE: Coverage

Looks good!

**Rob Gillezeau**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-413-7048

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**From:** Spilker, Robyn FIN:EX  
**Sent:** Wednesday, December 20, 2017 3:32 PM  
**To:** Gillezeau, Rob FIN:EX  
**Subject:** Coverage

Here is the final coverage schedule and contacts. Let me know if you want any last changes before I share it with all MO staff and MCJ.

### Office Holiday Coverage

s.22

**MO contact numbers:** s.22  
Rob Gillezeau: 250-413-7048 ,

Robyn Spilker: s.22

Molly Henry s.22

Kim Manton: 250-888-5930

Heidi Reid: s.22

Jessica Leonard: s.22 (emergency only)

**DMO contact numbers:**

Riley Nicholson: s.22

David Galbraith:

Jennifer Michell: (emergency only)

Lori Wanamaker (emergency only)

**CO contact numbers (emergency only)**

Shayli Robinson: s.22

Jared Butcher: s.22

Lawrence: s.22

**Robyn Spilker**

Senior Ministerial Assistant

Minister of Finance and Deputy Premier

250-952-7627



## Gillezeau, Rob FIN:EX

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**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 20, 2017 2:06 PM  
**To:** Spilker, Robyn FIN:EX  
**Subject:** RE: Quick reminder

Done!

**Rob Gillezeau**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-413-7048

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** Wednesday, December 20, 2017 12:43 PM  
**To:** Gillezeau, Rob FIN:EX  
**Subject:** Quick reminder

You need to submit your vacation days in the time/leave system so it can be approved by end of day tomorrow.

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

## Gillezeau, Rob FIN:EX

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**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 15, 2017 9:26 AM  
**To:** Manak, Nicky FIN:EX  
**Subject:** RE: Meeting

To move to 2pm

**Rob Gillezeau**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-413-7048

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**From:** Manak, Nicky FIN:EX  
**Sent:** Friday, December 15, 2017 9:04 AM  
**To:** Gillezeau, Rob FIN:EX  
**Subject:** RE: Meeting

To cancel or move to 2PM?

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**From:** Gillezeau, Rob FIN:EX  
**Sent:** Friday, December 15, 2017 8:59 AM  
**To:** Manak, Nicky FIN:EX; Spilker, Robyn FIN:EX  
**Subject:** RE: Meeting

That works for us.

**Rob Gillezeau**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-413-7048

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**From:** Manak, Nicky FIN:EX  
**Sent:** Thursday, December 14, 2017 2:21 PM  
**To:** Spilker, Robyn FIN:EX; Gillezeau, Rob FIN:EX  
**Subject:** Meeting

Hi,  
Just wanted to see if we are able to move the meeting to 2pm tomorrow?  
Or, if you have reviewed the forecast and don't have any questions or concerns we can also cancel, if you prefer.  
Thanks

***Nicky Manak***

Budget Analyst  
Corporate Services Division  
Ministry of Finance  
(Hours: Wed 8-11:30; Thurs/Fri 8-3:30)

☎ 778 698 8593

*Providing services to the Ministry of Finance, Public Service Agency  
and the Office of the Premier*



Please consider the environment before printing this email.

**Gillezeau, Rob FIN:EX**

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**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 14, 2017 3:35 PM  
**To:** Manton, Kim FIN:EX  
**Subject:** Re: What time are you going to the PSEC festive gathering?

Could we meet at the office? I should also hand a binder off to you for tomorrow

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: "Manton, Kim FIN:EX" <Kim.Manton@gov.bc.ca>  
Date: 2017-12-14 3:28 PM (GMT-08:00)  
To: "Gillezeau, Rob FIN:EX" <Rob.Gillezeau@gov.bc.ca>  
Subject: What time are you going to the PSEC festive gathering?

I will meet you there.

**Kim Manton**

Executive Assistant to Hon. Carole James  
Deputy Premier and Minister of Finance  
Cell: 250-888-5930  
Email: [Kim.Manton@gov.bc.ca](mailto:Kim.Manton@gov.bc.ca)

**Gillezeau, Rob FIN:EX**

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**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 13, 2017 9:49 AM  
**To:** Leonard, Jessica FIN:EX  
**Subject:** Meeting timing

Could you let the community centre folks know that I'll likely be down 5-10 minutes late for the meeting?

Thanks!

Sent from my Samsung Galaxy smartphone.

**Gillezeau, Rob FIN:EX**

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**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 11, 2017 2:52 PM  
**To:** Spilker, Robyn FIN:EX  
**Subject:** Re: Printing

Will do.

Sent from my Samsung Galaxy smartphone.

----- Original message -----

**From:** "Spilker, Robyn FIN:EX" <Robyn.Spilker@gov.bc.ca>  
**Date:** 2017-12-11 5:45 PM (GMT-05:00)  
**To:** "Gillezeau, Rob FIN:EX" <Rob.Gillezeau@gov.bc.ca>  
**Subject:** Printing

Hi Rob,

Sounds like you are printing a few things for MCJ this evening. Can you also print the attached documents? She wanted them for the business roundtable.

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

## Gillezeau, Rob FIN:EX

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**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 10, 2017 5:02 PM  
**To:** Clark, Layne PREM:EX  
**Subject:** Re: Meeting Tomorrow

Hey Layne,

I'm in Ottawa for the finance meetings so i may not be able to step out unless this is truly mandatory.

Thanks,  
Rob

Sent from my Samsung Galaxy smartphone.

----- Original message -----

**From:** "Clark, Layne PREM:EX" <Layne.Clark@gov.bc.ca>  
**Date:** 2017-12-10 7:42 PM (GMT-05:00)  
**To:** LP Ministerial Assistants <LPMAs@Victoria1.gov.bc.ca>, LP Executive Assistants <LPEAS@Victoria1.gov.bc.ca>  
**Cc:** "Meggs, Geoff PREM:EX" <Geoff.Meggs@gov.bc.ca>, "Oreck, Mira PREM:EX" <Mira.Oreck@gov.bc.ca>, "Van Meer-Mass, Kate PREM:EX" <Kate.VanMeer-Mass@gov.bc.ca>, "Aaron, Sage PREM:EX" <Sage.Aaron@gov.bc.ca>, "Holmwood, Jen PREM:EX" <Jen.Holmwood@gov.bc.ca>, "McConnell, Sheena PREM:EX" <Sheena.McConnell@gov.bc.ca>, "Hannah, Matt GCPE:EX" <Matt.Hannah@gov.bc.ca>, "Lloyd, Evan GCPE:EX" <Evan.Lloyd@gov.bc.ca>, "Moran, Roseanne LASS:EX" <Roseanne.Moran@leg.bc.ca>  
**Subject:** Meeting Tomorrow

Hi Everyone,

As mentioned last week, we have a mandatory MA meeting tomorrow morning at 9AM. Please do your best to make arrangements to attend. If you are in Victoria, we will be meeting in the Government Caucus room. If you are away, please use the following teleconference line:

s.15,s.17

I will send out a calendar invite shortly.

Layne

**Layne Clark**  
Director of Liaison and Coordination  
Premier's Office  
P: 250-356-0273 | C: 250-818-5583 | E: [layne.clark@gov.bc.ca](mailto:layne.clark@gov.bc.ca)

Page 010 to/à Page 011

Withheld pursuant to/removed as

s.22



## Gillezeau, Rob FIN:EX

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**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 7, 2017 9:18 AM  
**To:** Michell, Jennifer FIN:EX  
**Subject:** RE: Ottawa Binders

They're both lying around the office right now (we're over in TB)

**Rob Gillezeau**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-413-7048

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**From:** Michell, Jennifer FIN:EX  
**Sent:** Thursday, December 7, 2017 9:17 AM  
**To:** Gillezeau, Rob FIN:EX  
**Subject:** RE: Ottawa Binders

Do you have your binder and Minister's binder in Victoria? If so, we'll run over and grab them and update the pages now

**Jennifer Michell**  
Director, Executive Operations & Strategic Initiatives  
Office of the Deputy Minister | Ministry of Finance

---

**From:** Gillezeau, Rob FIN:EX  
**Sent:** Thursday, December 7, 2017 9:13 AM  
**To:** Michell, Jennifer FIN:EX  
**Subject:** RE: Ottawa Binders

Thanks!

**Rob Gillezeau**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-413-7048

---

**From:** Michell, Jennifer FIN:EX  
**Sent:** Thursday, December 7, 2017 9:12 AM  
**To:** Gillezeau, Rob FIN:EX  
**Subject:** RE: Ottawa Binders

I'm looking into when the updated binders will be ready – I've asked for them by end of day today.

I can see if Lori or another staff member who are flying out on Saturday can take the extra binder – will keep you posted.

**Jennifer Michell**  
Director, Executive Operations & Strategic Initiatives  
Office of the Deputy Minister | Ministry of Finance

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**From:** Gillezeau, Rob FIN:EX  
**Sent:** Thursday, December 7, 2017 9:10 AM  
**To:** Michell, Jennifer FIN:EX  
**Subject:** Ottawa Binders

Hi Jen,

I just wanted to check in on the ETA for the new binders for the Ottawa trip? In theory, I'll be float planning out of Victoria tomorrow bright and early so it would be helpful to have a copy for the Minister by the end of the day today.

Also, given that I'll be float planning is there any chance that staff flying out of Victoria (if there are any) might be able to take my binder to Ottawa while I take the Minister's? If that's not possible I'll make it work.

Thanks,  
Rob

**Rob Gillezeau**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-413-7048

**Gillezeau, Rob FIN:EX**

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**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 7, 2017 9:11 AM  
**To:** Manton, Kim FIN:EX; Henry, Molly FIN:EX  
**Subject:** Revenue Division Holiday Party

Hey folks,

The revenue division downtown is hosting a holiday party at 2pm. The Minister won't be able to go, but it would be great if one or both of you were able to attend. Any chance that might be workable on either of your ends?

Thanks,  
Rob

**Rob Gillezeau**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-413-7048

## Gillezeau, Rob FIN:EX

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**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 5, 2017 4:48 PM  
**To:** Spilker, Robyn FIN:EX  
**Subject:** RE: Urgent for today: Call for Records FIN-2017-73767 Records Due November 27, 2017

I have performed the search and have no relevant records.

### Rob Gillezeau

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-413-7048

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**From:** Spilker, Robyn FIN:EX  
**Sent:** Tuesday, December 5, 2017 4:00 PM  
**To:** Gillezeau, Rob FIN:EX; Reid, Heidi FIN:EX; Henry, Molly FIN:EX  
**Cc:** Manton, Kim FIN:EX  
**Subject:** Urgent for today: Call for Records FIN-2017-73767 Records Due November 27, 2017

Hi Rob, Heidi and Molly,

I've been asked to coordinate a last minute FOI search at our office on two requests. The first request is below.

By the end of today, please search your all records created from the date you started until Oct 11, 2017 using the following search terms. If you have any records that are responsive, please send them to me.

- bcl
- aml
- laundering

FIN minister has already been searched by the FOI unit.

Thanks,  
Robyn

### Robyn Spilker

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

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**From:** FOI Coordinator FIN:EX  
**Sent:** Monday, December 4, 2017 5:58 PM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Call for Records FIN-2017-73767 Records Due November 27, 2017

Hi Robyn,

We had submitted a fee estimate for this one but we are going ahead without a fee. Could the MO please perform your search ASAP and let us know if you have any responsive records? We are hoping to send the CFRs to IAO tomorrow or Wednesday if possible. Sorry for the short notice.

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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**From:** Sanderson, Kristen [<mailto:IAOCentralTeam@gov.bc.ca>]

**Sent:** Friday, November 10, 2017 12:47 PM

**To:** FOI Coordinator FIN:EX

**Cc:** Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

**Subject:** Call for Records FIN-2017-73767 Records Due November 27, 2017

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*Regarding the quarterly reports to the Minister on implementation of the government's anti-money laundering strategy: All external correspondence that accompanied the reports and all external correspondence in reaction to the reports. (Date Range for Record Search: From 10/01/2016 To 10/11/2017) Date Format is MM/DD/YYYY*

Applicant Type: Media

Cross Government Number: N/A

Request also directed to: CTZ,MAG

Records Due: November 27, 2017

Legislated Due Date: December 22, 2017

IAO Contact: Chelsea Fern

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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. Then, return the form to the IAO by the Fee Estimate Due date noted above. 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. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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 the 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.

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;
- any other questions or concerns relating to this request.

Thank you for your assistance.

Chelsea Fern, FOI Analyst  
Central Agency Team  
Information Access Operations

## Gillezeau, Rob FIN:EX

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**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 5, 2017 4:02 PM  
**To:** 'Laura Devaney'  
**Subject:** Contact

Hi Laura,

Here's the contact info for Duncan in Manitoba:

Manitoba – Chief of Staff  
**Duncan Hamilton**  
Direct office line: 204-945-7484  
Cell s.22

Turns out I don't have Stacey Ferguson's (SK) number handy, but rather went through her office (306-787-6060) to get a hold of her.

Best,  
Rob

**Rob Gillezeau**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-413-7048

## Gillezeau, Rob FIN:EX

---

**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 4, 2017 10:25 AM  
**To:** Leonard, Jessica FIN:EX  
**Subject:** You have been designated as a delegate for Gillezeau, Rob FIN:EX

This message was sent automatically by Microsoft Outlook to inform you that you have been designated as a delegate. You can now send messages on my behalf.

You have been given the following permissions on my folders:

Calendar:	Editor (can read, create, and modify items)
Tasks:	Editor (can read, create, and modify items)
Inbox:	None
Contacts:	None
Notes:	None
Journal:	None

To open folders for which you have permissions, click the File Tab, and on the Open tab, click Other User's Folder. You will also be receiving copies of meeting requests sent to me and will be able to respond to them on my behalf.

You will be able to create and modify Meeting Workspaces on my behalf.



## Gillezeau, Rob FIN:EX

---

**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 4, 2017 10:25 AM  
**To:** Reid, Heidi FIN:EX  
**Subject:** You have been designated as a delegate for Gillezeau, Rob FIN:EX

This message was sent automatically by Microsoft Outlook to inform you that you have been designated as a delegate. You can now send messages on my behalf.

You have been given the following permissions on my folders:

Calendar:	Editor (can read, create, and modify items)
Tasks:	Editor (can read, create, and modify items)
Inbox:	None
Contacts:	None
Notes:	None
Journal:	None

To open folders for which you have permissions, click the File Tab, and on the Open tab, click Other User's Folder. You will also be receiving copies of meeting requests sent to me and will be able to respond to them on my behalf.

You will be able to create and modify Meeting Workspaces on my behalf.

## Gillezeau, Rob FIN:EX

---

**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 4, 2017 10:14 AM  
**To:** Spilker, Robyn FIN:EX  
**Subject:** Accepted: Meeting with Sage

## Gillezeau, Rob FIN:EX

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**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 1, 2017 1:26 PM  
**To:** Spilker, Robyn FIN:EX  
**Subject:** Accepted: Meeting with Rob, Kim, Molly, and Robyn

## Gillezeau, Rob FIN:EX

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**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 1, 2017 11:55 AM  
**To:** Leonard, Jessica FIN:EX  
**Subject:** Accepted: Meeting with Bill Barrable CEO of Rick Hansen Institute

When: Dec 14, 2017 2:00:00 PM  
Where: Room 153

**Gillezeau, Rob FIN:EX**

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**From:** Gillezeau, Rob FIN:EX  
**Sent:** December 1, 2017 11:45 AM  
**To:** Leonard, Jessica FIN:EX  
**Subject:** Accepted: Rob & Robyn video conference with Niki Sharma & Paula Gunn

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 28, 2017 10:25 AM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Gillezeau, Rob FIN:EX  
**Subject:** RE: Sign Off FIN-2017-72931- Part 1. PA Sign off Due: December 20, 2017  
**Attachments:** 72931 - Part 1 - harms.pdf

Hi Katie,

I got through part 1 of the package and I've attached additional harms (note I didn't include page 141 onwards as there were no new harms).

Once new harms are processed by IAO for both part 1 and part 2, please send me the updated files. Rob Gillezeau or I will review them on January 8<sup>th</sup>.

What is the new sign off date on this package?

Thanks for all your work and see you in the new year!  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

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**From:** FOI Coordinator FIN:EX  
**Sent:** Monday, December 18, 2017 10:45 AM  
**To:** FIN OCG FOI Coordinator FIN:EX; FIN PT ADM Admin FIN:EX; Spilker, Robyn FIN:EX; Justesen, Josh T FIN:EX; FIN TBS FOI Coordinator FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Sign Off FIN-2017-72931- Part 1. PA Sign off Due: December 20, 2017

Hi All,

Please see attached sign off. Part 2 will arrive shortly. Please note that PA sign off is due by Wednesday, December 20, 2017

Thank you,

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Sanderson, Kristen [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Monday, December 18, 2017 8:44 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Sign Off FIN-2017-72931- Part 1

Please see attached, part one of the sign off package for public body approval. Part two will follow.

Legislated due date of file: December 18, 2017

Thank you,

Chelsea Fern, Senior FOI Analyst  
Central Agency Team  
Information Access Operations

## Spilker, Robyn FIN:EX

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**From:** Spilker, Robyn FIN:EX  
**Sent:** December 28, 2017 9:31 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Sign Off FIN-2017-73701 Due January 10, 2018  
**Attachments:** 73701 - harms.pdf

Morning Katie!

I'm noted additional harms on this package.

Tks. R

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---


**From:** FOI Coordinator FIN:EX  
**Sent:** Wednesday, December 27, 2017 2:40 PM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Sign Off FIN-2017-73701 Due January 10, 2018

Hi Robyn,

Please see attached sign off. PA sign off is due by Wednesday, January 10, 2018.

Thank you,

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Yonson, Neal [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Wednesday, December 27, 2017 11:52 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Sign Off FIN-2017-73701

Please see attached sign off package for public body approval.

Sign off due: January 15, 2018

Legislated due date of file: February 2, 2018

Thank you,



Neal Yonson, FOI Specialist  
Information Access Operations

## Spilker, Robyn FIN:EX

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**From:** Spilker, Robyn FIN:EX  
**Sent:** December 28, 2017 9:28 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Consultation MOE-2017-73832 Due: 5 January, 2018  
**Attachments:** 73832 - MO records.pdf

Hi Katie,

I've attached the MO records that are responsive to the request below. No harms were identified.

I searched my own and Minister James' emails and files. When searching all outlook items I used the following terms:

Search terms:  
Green  
Green Caucus  
Consultation Committee  
July 28, 2017

Yvette Marquis was a staff person at the time as well, but we do not have access to her emails.

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

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**From:** FOI Coordinator FIN:EX  
**Sent:** Wednesday, December 27, 2017 12:27 PM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** Gillies, Jessica FIN:EX  
**Subject:** RE: Consultation MOE-2017-73832 Due: 5 January, 2018

Hi Robyn!

We have not received it yet but we have accepted it and I told them that CASA would need to be sent the transfer as well 😊

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Spilker, Robyn FIN:EX  
**Sent:** Wednesday, December 27, 2017 12:07 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Gillies, Jessica FIN:EX  
**Subject:** RE: Consultation MOE-2017-73832 Due: 5 January, 2018

Thanks Katie! Have we received a partial transfer on this request? I may be able to gather the documents today or tomorrow morning as I was the only political staff person on July 28, 2017.

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627


---

**From:** FOI Coordinator FIN:EX  
**Sent:** Wednesday, December 27, 2017 10:59 AM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** RE: Consultation MOE-2017-73832 Due: 5 January, 2018

Hi Robyn,

I was able to talk to Marc at IAO and he has confirmed that yes this request came from the Ministry of Environment not EMPR!

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)


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**From:** FOI Coordinator FIN:EX  
**Sent:** Wednesday, December 27, 2017 10:27 AM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** RE: Consultation MOE-2017-73832 Due: 5 January, 2018

Agreed, I'm pretty sure this consult is from the Ministry of Environment... I have a feeling the analyst accidentally put in EMPR...

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Spilker, Robyn FIN:EX  
**Sent:** Friday, December 22, 2017 5:00 PM

**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Consultation MOE-2017-73832 Due: 5 January, 2018

Hi Katie,

I didn't identify any additional harms. Are you sure this is a consult from EMPR? I see no connection to them in the documents.

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---


**From:** FOI Coordinator FIN:EX  
**Sent:** Wednesday, December 20, 2017 3:02 PM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Consultation MOE-2017-73832 Due: 5 January, 2018

Hi Robyn,

Please see attached consultation request. Please provide your harms assessment by January 2, 2018.

Thank you!

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Everitt, Marc CITZ:EX  
**Sent:** Wednesday, December 20, 2017 1:22 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Consultation MOE-2017-73832 Due: 5 January, 2018

Hello Ministry of Finance,

The Ministry of Energy, Mines and Petroleum Resources received this FOI request from a/an Researcher:  
*Regarding the July 28, 2017 meeting with the Green representatives, as mentioned in the Minister's calendar: The agenda and minutes, all emails, all briefing notes, internal and external correspondence regarding the meeting, copies of presentation materials, handwritten notes and post-meeting report summary. (Date Range for Record Search: From 07/18/2017 To 11/13/2017)*

They identified the attached document(s) as responsive records and wish to get your views on disclosure. If you need help determining harms, please see the attached harms assessment or contact me directly.

Your program area's response is due **5 January, 2018**.  
IAO may take one to two business days to apply any severing.  
Your executive sign off response is due **5 January, 2018**.

If you are not able to respond by this date, we are required to continue processing this file without your recommendations.

---

**1. Ministry Program Harms Assessment:**

*Please indicate which applies:*

1. *There are no harms in these records. They can be released in full.*
2. *There are harms in releasing all of these records. They should be withheld in their entirety.*
3. *There are harms in portions of the records. Please give details so that IAO can apply the appropriate sections of FOIPPA. Please feel free to write directly on the attached records and send back to IAO. If you are unsure of why it is harmful please call the IAO to discuss the appropriate severing.*

Program Area Approval Authority:

*Name, Title, Program*

---

**2. IAO's review of harms assessment and recommendations on release**

Comments/Recommendations:

*IAO will assess the program area's harms and recommend full release, withhold in its entirety or partial release.*

---

**3. Ministry Executive approval for release**

Comments/Recommendations:

*Please indicate which applies:*

1. *Approved for release with no changes.*
2. *Approved for release with the following changes... (insert changes).*
3. *Not approved for release and why.*

Ministry Executive (Delegated Signoff):

*Name, Title*

---

Note that all general FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the [Open Information and Open Data Policy](#). Consultations from outside provincial public bodies are not published on the Open Information website.

**Exercise of Discretion:**

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

**Factors relevant to the exercise of discretion include:**

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and

- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

Thank you,

Marc Everitt, Senior FOI Analyst  
Resource Team  
Information Access Operations

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 27, 2017 12:46 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Sign Off FIN-2017-73372 PA Sign off Due: January 3, 2018 - Now with REVISED REDLINE  
**Attachments:** Sign off 73372.pdf

Thanks Katie. Sign off attached.

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---


**From:** FOI Coordinator FIN:EX  
**Sent:** Wednesday, December 27, 2017 12:43 PM  
**To:** Spilker, Robyn FIN:EX; Morgan, Melissa FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Sign Off FIN-2017-73372 PA Sign off Due: January 3, 2018 - Now with REVISED REDLINE

Hi Robyn and Melissa,

Please see attached revised redline as per Robyn's request. I have reattached the sign off form and letter for your convenience. A reminder that PA's sign off is due by Wednesday, January 3, 2018.

Thank you!

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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---

**From:** IAO CentralTeam CITZ:EX  
**Sent:** Wednesday, December 27, 2017 12:39 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Sign Off FIN-2017-73372 PA Sign off Due: January 3, 2018

Hi Katie,

Please see a revised redline attached. After discussing the file with Robyn, only one small change has been made – additional severing on a footnote on page 56.

Cheers,  
**Neal Yonson** | FOI Specialist  
Central Team, Information Access Operations  
[neal.yonson@gov.bc.ca](mailto:neal.yonson@gov.bc.ca) | 778-698-2378

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Wednesday, December 27, 2017 10:31 AM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Sign Off FIN-2017-73372 PA Sign off Due: January 3, 2018

Hi Neal,


Please see additional severing as requested by the MO.

Thank you,

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

FIN FOI SharePoint site | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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---

**From:** Spilker, Robyn FIN:EX  
**Sent:** Friday, December 22, 2017 5:39 PM  
**To:** FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX  
**Cc:** Gillies, Jessica FIN:EX  
**Subject:** RE: Sign Off FIN-2017-73372 PA Sign off Due: January 3, 2018

Hi Katie,

I've noted additional harms for this package.

s.22

but I can sign off on the package if I get a revised

version by 3pm on December 27, 2018.

Thanks,  
Robyn

**Robyn Spilker**

Senior Ministerial Assistant

Minister of Finance and Deputy Premier

250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, December 21, 2017 3:23 PM  
**To:** Morgan, Melissa FIN:EX; Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Sign Off FIN-2017-73372 PA Sign off Due: January 3, 2018

Hi All,

Please see attached sign off. PA sign off is due by January 3, 2018.


Thank you,



**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

FIN FOI SharePoint site | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Yonson, Neal [<mailto:IAOCentralTeam@gov.bc.ca>]

**Sent:** Thursday, December 21, 2017 3:19 PM

**To:** FOI Coordinator FIN:EX

**Subject:** Sign Off FIN-2017-73372

Please see attached sign off package for public body approval.

Sign off due: January 10, 2018

Legislated due date of file: January 15, 2018

Thank you,

Neal Yonson, FOI Specialist  
Information Access Operations

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 22, 2017 5:05 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Possible Transfer, our file MOE-2017-73832

A transfer may be appropriate. We have a calendar event on this meeting, and there may be records in Yvette Marquis' emails which are archived with the Ministry.

If we are receiving a transfer, then the Confidence and Supply Agreement Secretariat and the Ministry of Environment should receive a transfer as well.

Happy to discuss.

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---


**From:** FOI Coordinator FIN:EX  
**Sent:** Wednesday, December 20, 2017 3:13 PM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Possible Transfer, our file MOE-2017-73832

Hi Robyn,

We received the below partial transfer request from Ministry of Energy, Mines and Petroleum Resources. Could you let me know by Wednesday, December 27, 2017 if you will accept?

Thank you!

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Everitt, Marc CITZ:EX  
**Sent:** Wednesday, December 20, 2017 1:29 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Possible Transfer, our file MOE-2017-73832

Hello Ministry of Finance,

The Ministry of Energy, Mines and Petroleum Resources received this FOI request from a/an Researcher:

*Regarding the July 28, 2017 meeting with the Green representatives, as mentioned in the Minister's calendar: The agenda and minutes, all emails, all briefing notes, internal and external correspondence regarding the meeting, copies of presentation*

*materials, handwritten notes and post-meeting report summary. (Date Range for Record Search: From 07/18/2017 To 11/13/2017)*

Ministry of Energy, Mines and Petroleum Resources was suggesting that your Ministry would have records on this subject, and if so would you take a partial transfer?

Many thanks

**Marc Everitt, CIAPP-P**, Senior Analyst FOIPP | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 250 387-7996 **e:** [marc.everitt@gov.bc.ca](mailto:marc.everitt@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

## Spilker, Robyn FIN:EX

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**From:** Spilker, Robyn FIN:EX  
**Sent:** December 22, 2017 4:56 PM  
**To:** CITZ OPEN INFOGROUP CITZ:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** RE: FIN - Approval needed by January 5 - November Calendar - James

The calendar is approved for publication. Thanks and happy holidays.

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---


**From:** FOI Coordinator FIN:EX  
**Sent:** Tuesday, December 19, 2017 3:27 PM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: FIN - Approval needed by January 5 - November Calendar - James

Hi Robyn!

Please see attached sign off for Minister James' November Calendar. Sign off is due by January 5, 2018.

Thank you!

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** CITZ OPEN INFOGROUP CITZ:EX  
**Sent:** Tuesday, December 19, 2017 3:25 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** CITZ OPEN INFOGROUP CITZ:EX  
**Subject:** FIN - Approval needed by January 5 - November Calendar - James

Thank you for sending your calendar(s) to Open Information for the month of November 2017. Your calendar(s) has been reviewed by an Open Information analyst and any information that required redaction has been removed.

**Please review and approve the attached redline version of your calendar(s).**

**Please reply to this email to FIN OPEN INFOGROUP ([Open.InfoGroup@gov.bc.ca](mailto:Open.InfoGroup@gov.bc.ca)) by January 5th, 2017 indicating your approval for publication. If you identify any redaction revisions, please indicate this in your email.**

**For your convenience, the attached approval form is available to you. Alternatively, you may indicate your approval by replying directly to this email.**

If you have any questions or concerns, please contact any member of the Open Information team directly or through reply to this email address.

Many thanks,

IAO Open Information Team

Ryan Schumm

Patrick Craib

Neil Frelick

Matthew Prodan, A/Manager

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 22, 2017 4:41 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Gillies, Jessica FIN:EX  
**Subject:** RE: Sign Off FIN-2017-72931 - Part 2. PA Sign off Due: December 20, 2017

Hi Katie,

There appear to be additional harms I need to flag on this sign off. Can you or another staff person give me a call? I'm at s.17

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---


**From:** FOI Coordinator FIN:EX  
**Sent:** Monday, December 18, 2017 10:45 AM  
**To:** FIN OCG FOI Coordinator FIN:EX; FIN PT ADM Admin FIN:EX; Spilker, Robyn FIN:EX; Justesen, Josh T FIN:EX; FIN TBS FOI Coordinator FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Sign Off FIN-2017-72931 - Part 2. PA Sign off Due: December 20, 2017

Hi All,

Here is part 2 of the sign off.

Thank you,

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Sanderson, Kristen [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Monday, December 18, 2017 8:47 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Sign Off FIN-2017-72931 - Part 2

Please see attached, part two of the sign off package for public body approval.

Legislated due date of file: December 18, 2017

Thank you,

Chelsea Fern, Senior FOI Analyst  
Central Agency Team  
Information Access Operations

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 22, 2017 4:36 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Gillies, Jessica FIN:EX  
**Subject:** RE: Call for Records FIN-2017-74339 Records Due December 29, 2017

Once again, I forgot to include our search process.

In completing the search for the request below, we used the following search term 73767 and searched all records.

Robyn Spilker searched her emails and files.  
Robyn Spilker searched the Ministers' emails.  
Molly Henry search her emails and files  
Rob Gillezeau searched his emails and files.  
Kim Manton searched her emails and files.  
Heidi Reid searched her emails and files.  
Jessica Leonard searched her emails and files.

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** Friday, December 22, 2017 4:26 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Gillies, Jessica FIN:EX  
**Subject:** RE: Call for Records FIN-2017-74339 Records Due December 29, 2017

Hi Katie,

Records attached for 74339. I didn't identify any harms.

Thanks and happy holidays!  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, December 14, 2017 9:35 AM  
**To:** Spilker, Robyn FIN:EX; Michell, Jennifer FIN:EX; Olson, Lianna FIN:EX



**Cc:** FOI Coordinator FIN:EX; Gillies, Jessica FIN:EX

**Subject:** FW: Call for Records FIN-2017-74339 Records Due December 29, 2017

Hi All,


Please see the below FOI request. Anyone who was contacted for searching documents for FIN-2017-73767 will need to provide those emails for this request. Records, Harms Assessment and CFR are due to IAO by Friday, December 29, 2017.

Thank you,

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

FIN FOI SharePoint site | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Doyle, Toyoko [<mailto:IAOCentralTeam@gov.bc.ca>]

**Sent:** Wednesday, December 13, 2017 4:49 PM

**To:** FOI Coordinator FIN:EX

**Cc:** Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

**Subject:** Call for Records FIN-2017-74339 Records Due December 29, 2017

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*All records about the processing and handling of FIN-2017-73767. Date Format is MM/DD/YYYY*

Applicant Type: Media

Cross Government Number:

Request also directed to: CTZ

Records Due: December 29, 2017

Legislated Due Date: January 29, 2018

IAO Contact: Toyoko Doyle

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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. Then, return the form to the IAO by the Fee Estimate Due date noted above. 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. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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 the 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.

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;
- any other questions or concerns relating to this request.

Thank you for your assistance,

**Toyoko Doyle** | FOI Analyst | Information Access Operations | Ministry of Citizens' Services

**Ph:** 778-698-2376 | **e:** [Toyoko.Doyle@gov.bc.ca](mailto:Toyoko.Doyle@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

## **Spilker, Robyn FIN:EX**

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 22, 2017 4:36 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Gillies, Jessica FIN:EX  
**Subject:** RE: Call for Records FIN-2017-74341 Due January 2, 2018

Hi Katie,

I forgot to include our search process.

In completing the search for the request below, we used the following search term 73771 and searched all records.

Robyn Spilker searched her emails and files.  
Robyn Spilker searched the Ministers' emails.  
Molly Henry search her emails and files  
Rob Gillezeau searched his emails and files.  
Kim Manton searched her emails and files.  
Heidi Reid searched her emails and files.  
Jessica Leonard searched her emails and files.

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** Friday, December 22, 2017 4:15 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Gillies, Jessica FIN:EX  
**Subject:** RE: Call for Records FIN-2017-74341 Due January 2, 2018

Hi Katie,

I've attached the MO records that are responsive to the request below. I did not identify any harms.

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, December 14, 2017 3:20 PM  
**To:** Michell, Jennifer FIN:EX; Anderson, Celine FIN:EX; Gillies, Jessica FIN:EX; Spilker, Robyn FIN:EX; Olson, Lianna

FIN:EX

**Cc:** FOI Coordinator FIN:EX

**Subject:** FW: Call for Records FIN-2017-74341 Due January 2, 2018

Hi All,

Please see below FOI Request. Anyone who was contacted for searching documents for FIN-2017-73771 will need to provide those emails for this request. Records, Harms Assessment and CFR are due to IAO by Friday, January 2, 2018.


Jen, Celine and Jessica: If you could copy and paste responsive emails into an email to me I will package all the DMO records together!

Thank you,

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

FIN FOI SharePoint site | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Chan, Sarah [<mailto:IAOCentralTeam@gov.bc.ca>]

**Sent:** Thursday, December 14, 2017 2:43 PM

**To:** FOI Coordinator FIN:EX

**Subject:** Call for Records FIN-2017-74341 Due January 2, 2018

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*All records about the processing and handling of FIN-2017-73771. Date Format is MM/DD/YYYY*

Applicant Type: Media

Request also directed to: Citizen Services

Records Due: January 2, 2018

Legislated Due Date: January 29, 2018

IAO Contact: Sarah Chan

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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. Then, return the form to the IAO by the Fee Estimate Due date noted above. 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. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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 the 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.

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;
- any other questions or concerns relating to this request.

Thank you for your assistance,

Sarah Chan, FOI Analyst  
Central Agency Team  
Information Access Operations

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 22, 2017 4:32 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Gillies, Jessica FIN:EX  
**Subject:** RE: AED-2017-73388 Consultation Due December 22, 2017  
**Attachments:** 73388 Consult - Harms.pdf

I've identified harms on pages 2 and 3 of this consult. Thanks!

### Robyn Spilker

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Friday, December 15, 2017 3:40 PM  
**To:** FIN FOI CSD FIN:EX; Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: AED-2017-73388 Consultation Due December 22, 2017

Hi Melinda,

Could you please send the attached consult to Siaja Poldrugovac to review for harms?

Hi Robyn,

Both yourself and Heidi Reid are mentioned in the attached document, could you review for harms?


**Harms assessment is due by Friday, December 22, 2017.**

Thank you!

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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---

**From:** Boyd, Melissa CITZ:EX  
**Sent:** Friday, December 15, 2017 3:31 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** AED-2017-73388 Consultation Due December 28, 2017

Hello,

The Ministry of Advanced Education, Skills & Training received the following FOI request from a Researcher:

All email, text messages, blackberry message, slack message, whatsapp messages, excluding attachments, sent or received by Cindy Flesh. Limit email search to inbox and sent folders. (Date Range for Record Search: From 10/01/2017 To 10/18/2017)

They identified the attached documents as responsive records and wish to get your views on disclosure. If you need help determining harms, please see the attached harms assessment or contact me directly. Please note that email attachments are not part of this request.

Your program area's response is due **December 28, 2017**.

Please advise if executive sign off is required.

If you are not able to respond by this date, we are required to continue processing this file without your recommendations.

---

**1. Ministry Program Harms Assessment:**

*Please indicate which applies:*

1. *There are no harms in these records. They can be released in full.*
2. *There are harms in releasing all of these records. They should be withheld in their entirety.*
3. *There are harms in portions of the records. Please give details so that IAO can apply the appropriate sections of FOIPPA. Please feel free to write directly on the attached records and send back to IAO. If you are unsure of why it is harmful please call the IAO to discuss the appropriate severing.*

Program Area Approval Authority:

*Name, Title, Program*

---

**2. IAO's review of harms assessment and recommendations on release**

Comments/Recommendations:

*IAO will assess the program area's harms and recommend full release, withhold in its entirety or partial release.*

---

**3. Ministry Executive approval for release**

Comments/Recommendations:

*Please indicate which applies:*

1. *Approved for release with no changes.*
2. *Approved for release with the following changes... (insert changes).*
3. *Not approved for release and why.*

Ministry Executive (Delegated Signoff):

*Name, Title*

---

Note that all general FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the [Open Information and Open Data Policy](#). Consultations from outside provincial public bodies are not published on the Open Information website.

**Exercise of Discretion:**

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

**Factors relevant to the exercise of discretion include:**

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;

- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

Thank you,

Melissa Boyd, FOI Analyst  
Health/Education Team  
Information Access Operations



## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 22, 2017 4:26 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Gillies, Jessica FIN:EX  
**Subject:** RE: Call for Records FIN-2017-74339 Records Due December 29, 2017  
**Attachments:** 74339 - MO records.pdf

Hi Katie,

Records attached for 74339. I didn't identify any harms.

Thanks and happy holidays!  
Robyn

### Robyn Spilker

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, December 14, 2017 9:35 AM  
**To:** Spilker, Robyn FIN:EX; Michell, Jennifer FIN:EX; Olson, Lianna FIN:EX  
**Cc:** FOI Coordinator FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** FW: Call for Records FIN-2017-74339 Records Due December 29, 2017

Hi All,

Please see the below FOI request. Anyone who was contacted for searching documents for FIN-2017-73767 will need to provide those emails for this request. Records, Harms Assessment and CFR are due to IAO by Friday, December 29, 2017.

Thank you,

### Katie Grieve | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

FIN FOI SharePoint site | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Doyle, Toyoko [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Wednesday, December 13, 2017 4:49 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** Call for Records FIN-2017-74339 Records Due December 29, 2017

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*All records about the processing and handling of FIN-2017-73767. Date Format is MM/DD/YYYY*

Applicant Type: Media  
Cross Government Number:  
Request also directed to: CTZ  
Records Due: December 29, 2017  
Legislated Due Date: January 29, 2018  
IAO Contact: Toyoko Doyle

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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. Then, return the form to the IAO by the Fee Estimate Due date noted above. 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. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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 the 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.

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;
- any other questions or concerns relating to this request.

Thank you for your assistance,

**Toyoko Doyle** | FOI Analyst | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 778-698-2376 | **e:** [Toyoko.Doyle@gov.bc.ca](mailto:Toyoko.Doyle@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 22, 2017 4:15 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Gillies, Jessica FIN:EX  
**Subject:** RE: Call for Records FIN-2017-74341 Due January 2, 2018  
**Attachments:** 74341 - MO Records.pdf

Hi Katie,

I've attached the MO records that are responsive to the request below. I did not identify any harms.

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, December 14, 2017 3:20 PM  
**To:** Michell, Jennifer FIN:EX; Anderson, Celine FIN:EX; Gillies, Jessica FIN:EX; Spilker, Robyn FIN:EX; Olson, Lianna FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Call for Records FIN-2017-74341 Due January 2, 2018

Hi All,

Please see below FOI Request. Anyone who was contacted for searching documents for FIN-2017-73771 will need to provide those emails for this request. Records, Harms Assessment and CFR are due to IAO by Friday, January 2, 2018.

Jen, Celine and Jessica: If you could copy and paste responsive emails into an email to me I will package all the DMO records together!

Thank you,

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Chan, Sarah [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Thursday, December 14, 2017 2:43 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Call for Records FIN-2017-74341 Due January 2, 2018

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*All records about the processing and handling of FIN-2017-73771, Date Format is MM/DD/YYYY*

Applicant Type: Media

Request also directed to: Citizen Services

Records Due: January 2, 2018

Legislated Due Date: January 29, 2018

IAO Contact: Sarah Chan

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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. Then, return the form to the IAO by the Fee Estimate Due date noted above. 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. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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 the 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.

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;
- any other questions or concerns relating to this request.

Thank you for your assistance,

Sarah Chan, FOI Analyst

Central Agency Team

Information Access Operations

## **Spilker, Robyn FIN:EX**

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 22, 2017 4:03 PM  
**To:** 'Stephen Rotstein'  
**Cc:** Daniel Ongaro; Devin Mataseje; Reid, Heidi FIN:EX  
**Subject:** RE: Meeting with FPSC

Hi Stephen,

Thanks for taking the time to meet earlier this month. I enjoyed the discussion and appreciate the ideas you are bringing to the table. Regrettably the Minister's schedule is too busy for her to meet before the Budget is presented on February 20, 2018, but I'm happy to look into options later in 2018. I've copied Heidi Reid who manages the Minister's time.

Best wishes for the holidays,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** Stephen Rotstein [mailto:SRotstein@fpSC.ca]  
**Sent:** Thursday, December 14, 2017 7:50 PM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** Daniel Ongaro; Devin Mataseje  
**Subject:** Meeting with FPSC

Robyn,

Thank-you for making the time to meet with Cary and I earlier this week. It was a pleasure meeting with you and discussing the consumer protection issues around the title Financial Planner.

As we discussed, given the topical nature of the discussions, we would like to have an opportunity to meet with the Minister to discuss the issue with her.

I appreciate that her schedule is extremely packed especially leading to the provincial budget in February.

We will be back in Victoria on January 16 and if the Minister is available it would be great to meet with her then. If that is possible please let us know as we are booking flights.

If the Minister's schedule does not allow a meeting in January, please let me know when after the Budget the Minister will be available to meet..

In the meanwhile, please let me know if you have any questions on this file or on other issues effecting financial services regulation.

Thanks

Stephen



FINANCIAL  
PLANNING  
STANDARDS  
COUNCIL

**Stephen Rotstein**

VP, Policy & Regulatory Affairs & General Counsel

P: 416.593.8587 x245 | 1.800.305.9886

F: 416.593.6903 | [srotstein@fpqc.ca](mailto:srotstein@fpqc.ca) | [www.fpsc.ca](http://www.fpsc.ca)

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## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 21, 2017 1:47 PM  
**To:** Parte, Maura PSA:EX  
**Cc:** Reid, Heidi FIN:EX; Gillezeau, Rob FIN:EX  
**Subject:** RE: FIN Vacation Days  
**Attachments:** Annual Vacation Finance MO Dec 21 2017.pdf

Hi Maura,

Since our office wasn't able to resolve the issues with s.22 time and pay accounts, I've attached the manual form for their annual vacation. Please let me know if there's anything else I need to do to ensure their vacation time is processed. In the new year we'll try to fix their time and pay accounts so this doesn't happen again.

Best,  
Robyn

### Robyn Spilker

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** Wednesday, December 20, 2017 4:19 PM  
**To:** Parte, Maura PSA:EX  
**Cc:** Reid, Heidi FIN:EX; Gillezeau, Rob FIN:EX  
**Subject:** Re: FIN Vacation Days

Thanks Maura that's good to know.

IT came by and they weren't able to fix the issue with s.22 online time and pay. Do you want me to submit their vacation to you with the manual form?

R.

----- Original message -----

From: "Parte, Maura PSA:EX" <Maura.Parte@gov.bc.ca>  
Date: 2017-12-20 4:12 PM (GMT-08:00)  
To: "Spilker, Robyn FIN:EX" <Robyn.Spilker@gov.bc.ca>  
Subject: Re: FIN Vacation Days

Also Robyn I've just been told that even though the Senior MA signs off on vacation leave the actual administrative approval in the system comes from the AC. I'm not able to tell if that's the case for your office but letting you know just in case.

On Dec 20, 2017, at 2:00 PM, Spilker, Robyn FIN:EX <Robyn.Spilker@gov.bc.ca> wrote:

Thanks Maura. We'll try this now and I'll let you know if it works.

**Robyn Spilker**

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** Parte, Maura PSA:EX  
**Sent:** Wednesday, December 20, 2017 1:07 PM  
**To:** Spilker, Robyn FIN:EX  
**Subject:** Re: FIN Vacation Days

Hi Robyn,

They likely didn't set up their IDIR when they started or didn't set it up properly.

I will send instructions again on how to do this.

Maura

On Dec 20, 2017, at 12:48 PM, Spilker, Robyn FIN:EX <[Robyn.Spilker@gov.bc.ca](mailto:Robyn.Spilker@gov.bc.ca)> wrote:

Hi Maura,

Following up on my email below, I've been working with our staff on the time and leave system and we've been able to submit/approve vacation for some of the Finance MO. The issue we're encountering is that s.22 do not have the "Time/Leave Employee WorkCentre" on their time and pay site. I spoke with our DMO, and their best guess is they were not properly set up.

Do you know if there is a way to fix s.22 time and pay sites? If no, do you want us to use the attached manual form and send it to you?

s.22

Thanks for your help.  
Robyn

**Robyn Spilker**

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** Wednesday, December 20, 2017 9:54 AM  
**To:** Parte, Maura PSA:EX; Gillezeau, Rob FIN:EX  
**Subject:** RE: FIN Vacation Days

Hi Maura,



We're working with staff to put in their vacation request and facing a challenge. Do you have time for a call? I'm at s.17

Thanks,  
Robyn

**Robyn Spilker**

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** Parte, Maura PSA:EX  
**Sent:** Wednesday, December 20, 2017 9:42 AM  
**To:** Gillezeau, Rob FIN:EX  
**Cc:** Spilker, Robyn FIN:EX  
**Subject:** Re: FIN Vacation Days

Thank you and happy holidays to you too!

Maura

On Dec 19, 2017, at 5:16 PM, Gillezeau, Rob FIN:EX <[Rob.Gillezeau@gov.bc.ca](mailto:Rob.Gillezeau@gov.bc.ca)> wrote:

Hi Maura,

Here are the vacation days for our team over here at the Finance MO.

Thanks and happy holidays!

Rob & Robyn

---

**Vacation Days**  
s.22

Rob Gillezeau: 250-413-7048  
Robyn Spilker s.17  
Molly Henry:  
Kim Manton: 250-888-5930  
Heidi Reid: s.17

**Rob Gillezeau**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-413-7048

<leave\_management\_transaction.pdf>

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 20, 2017 2:57 PM  
**To:** Gillezeau, Rob FIN:EX  
**Subject:** FW: Consultation GCP-2017-73277 Due January 5, 2018  
**Attachments:** FIN Consultation GCP-2017-73277.pdf

For you – not urgent.

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---


**From:** FOI Coordinator FIN:EX  
**Sent:** Wednesday, December 20, 2017 2:50 PM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Consultation GCP-2017-73277 Due January 5, 2018

Hi Robyn,

Please see attached consultation request. Please direct to Rob Gillezeau for harms. Please provide Harms Assessment by January 2, 2017.

Thank you!

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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---

**From:** Boyd, Melissa CITZ:EX  
**Sent:** Wednesday, December 20, 2017 10:25 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Consultation GCP-2017-73277 Due January 5, 2018

Hello,

Government Communications and Public Engagement received the following FOI request from a Researcher:

*All email, text messages, blackberry message, slack message, whatsapp messages, excluding attachments, sent or received by Sheila Matthen. Limit email search to inbox and sent folders. (Date Range for Record Search: From 10/01/2017 To 10/06/2017).*

They identified the attached documents as responsive records and wish to get your views on disclosure. If you need help determining harms, please see the attached harms assessment or contact me directly. Please note that email attachments are not part of this request.

Your program area's response is due **January 5, 2018**.

Please advise if executive sign off is required.

If you are not able to respond by this date, we are required to continue processing this file without your recommendations.

---

**1. Ministry Program Harms Assessment:**

*Please indicate which applies:*

1. There are no harms in these records. They can be released in full.
2. There are harms in releasing all of these records. They should be withheld in their entirety.
3. There are harms in portions of the records. Please give details so that IAO can apply the appropriate sections of FOIPPA. Please feel free to write directly on the attached records and send back to IAO. If you are unsure of why it is harmful please call the IAO to discuss the appropriate severing.

Program Area Approval Authority:

*Name, Title, Program*

---

**2. IAO's review of harms assessment and recommendations on release**

Comments/Recommendations:

*IAO will assess the program area's harms and recommend full release, withhold in its entirety or partial release.*

---

**3. Ministry Executive approval for release**

Comments/Recommendations:

*Please indicate which applies:*

1. Approved for release with no changes.
2. Approved for release with the following changes... (insert changes).
3. Not approved for release and why.

Ministry Executive (Delegated Signoff):

*Name, Title*

---

Note that all general FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the [Open Information and Open Data Policy](#). Consultations from outside provincial public bodies are not published on the Open Information website.

**Exercise of Discretion:**

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

**Factors relevant to the exercise of discretion include:**

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;

- whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

Thank you,

Melissa Boyd, FOI Analyst  
Health/Education Team  
Information Access Operations

## Spilker, Robyn FIN:EX

---

**Subject:** Call w/Lucy from IIROC  
**Location:** She will call here  
  
**Start:** Thu 2017-12-21 9:00 AM  
**End:** Thu 2017-12-21 9:30 AM  
  
**Recurrence:** (none)  
  
**Organizer:** Spilker, Robyn FIN:EX  
  
**Categories:** Yellow Category

Sandra @ 416-943-5846  
Heidi – Dec 19

## **Spilker, Robyn FIN:EX**

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 19, 2017 10:48 AM  
**To:** Gillezeau, Rob FIN:EX; Henry, Molly FIN:EX; Leonard, Jessica FIN:EX; Manton, Kim FIN:EX; Reid, Heidi FIN:EX  
**Subject:** FW: Call for Records FIN-2017-74341 Due January 2, 2018  
**Attachments:** CFR-FIN-2017-74341.pdf

Hi folks,

See below for a request for records about the processing and handling of FOI request FIN-2017-73771. Please complete a search of all files and outlook items. Provide any responsive records to me by end of day tomorrow.

Search term: 73771

If you find any records that respond, please print copies and provide them to me. If you do not find records, please write back stating you've completed the search and have no records.

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, December 14, 2017 3:20 PM  
**To:** Michell, Jennifer FIN:EX; Anderson, Celine FIN:EX; Gillies, Jessica FIN:EX; Spilker, Robyn FIN:EX; Olson, Lianna FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Call for Records FIN-2017-74341 Due January 2, 2018

Hi All,

Please see below FOI Request. Anyone who was contacted for searching documents for FIN-2017-73771 will need to provide those emails for this request. Records, Harms Assessment and CFR are due to IAO by Friday, January 2, 2018.

Jen, Celine and Jessica: If you could copy and paste responsive emails into an email to me I will package all the DMO records together!

Thank you,

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

**From:** Chan, Sarah [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Thursday, December 14, 2017 2:43 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Call for Records FIN-2017-74341 Due January 2, 2018

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*All records about the processing and handling of FIN-2017-73771. Date Format is MM/DD/YYYY*

Applicant Type: Media  
Request also directed to: Citizen Services  
Records Due: January 2, 2018  
Legislated Due Date: January 29, 2018  
IAO Contact: Sarah Chan

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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. Then, return the form to the IAO by the Fee Estimate Due date noted above. 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. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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 the 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.

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;
- any other questions or concerns relating to this request.

Thank you for your assistance,

Sarah Chan, FOI Analyst  
Central Agency Team  
Information Access Operations



## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 19, 2017 10:45 AM  
**To:** Reid, Heidi FIN:EX; Manton, Kim FIN:EX; Henry, Molly FIN:EX; Gillezeau, Rob FIN:EX; Leonard, Jessica FIN:EX  
**Subject:** FW: Call for Records FIN-2017-74339 Records Due December 29, 2017  
**Attachments:** Integrated Call for Records Form (3).pdf  
**Importance:** High

Hi folks,

See below for a request for records about the processing and handling of FOI request FIN-2017-73767. Please complete a search of all files and outlook items. Provide any responsive records to me by this one by end of day tomorrow.

Search term: 73767

If you find any records that respond to the request for records described below, please print copies and provide them to me. If you do not find records, please write back stating you've completed the search and have no records.

Please come see me with questions.

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, December 14, 2017 9:35 AM  
**To:** Spilker, Robyn FIN:EX; Michell, Jennifer FIN:EX; Olson, Lianna FIN:EX  
**Cc:** FOI Coordinator FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** FW: Call for Records FIN-2017-74339 Records Due December 29, 2017

Hi All,

Please see the below FOI request. Anyone who was contacted for searching documents for FIN-2017-73767 will need to provide those emails for this request. Records, Harms Assessment and CFR are due to IAO by Friday, December 29, 2017.

Thank you,

**Katie Grieve** | FOI Analyst

**From:** Doyle, Toyoko [<mailto:IAOCentralTeam@gov.bc.ca>]

**Sent:** Wednesday, December 13, 2017 4:49 PM

**To:** FOI Coordinator FIN:EX

**Cc:** Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

**Subject:** Call for Records FIN-2017-74339 Records Due December 29, 2017

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*All records about the processing and handling of FIN-2017-73767. Date Format is MM/DD/YYYY*

Applicant Type: Media

Cross Government Number:

Request also directed to: CTZ

Records Due: December 29, 2017

Legislated Due Date: January 29, 2018

IAO Contact: Toyoko Doyle

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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. Then, return the form to the IAO by the Fee Estimate Due date noted above. 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. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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 the 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.

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;
- any other questions or concerns relating to this request.

Thank you for your assistance,

**Toyoko Doyle** | FOI Analyst | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 778-698-2376 | **e:** [Toyoko.Doyle@gov.bc.ca](mailto:Toyoko.Doyle@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 19, 2017 8:14 AM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Gillies, Jessica FIN:EX  
**Subject:** RE: Call for Records FIN-2017-74339 Records Due December 29, 2017  
**Importance:** High

Hi Katie,

For these requests, is it okay for our office to only use the file number (eg. 74339) as the search term?

If you can let me know this morning that would be terrific as some of our staff will be on holiday starting tomorrow.

Thanks!  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---


**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, December 14, 2017 9:35 AM  
**To:** Spilker, Robyn FIN:EX; Michell, Jennifer FIN:EX; Olson, Lianna FIN:EX  
**Cc:** FOI Coordinator FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** FW: Call for Records FIN-2017-74339 Records Due December 29, 2017

Hi All,

Please see the below FOI request. Anyone who was contacted for searching documents for FIN-2017-73767 will need to provide those emails for this request. Records, Harms Assessment and CFR are due to IAO by Friday, December 29, 2017.

Thank you,

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Doyle, Toyoko [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Wednesday, December 13, 2017 4:49 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** Call for Records FIN-2017-74339 Records Due December 29, 2017

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*All records about the processing and handling of FIN-2017-73767. Date Format is MM/DD/YYYY*

Applicant Type: Media

Cross Government Number:

Request also directed to: CTZ

Records Due: December 29, 2017

Legislated Due Date: January 29, 2018

IAO Contact: Toyoko Doyle

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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. Then, return the form to the IAO by the Fee Estimate Due date noted above. 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. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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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;
- any other questions or concerns relating to this request.

Thank you for your assistance,

**Toyoko Doyle** | FOI Analyst | Information Access Operations | Ministry of Citizens' Services

Ph: 778-698-2376 | e: [Toyoko.Doyle@gov.bc.ca](mailto:Toyoko.Doyle@gov.bc.ca) | m: PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 18, 2017 12:36 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Sign Off FIN-2017-73764 Sign off due December 18, 2017  
**Attachments:** 73764 - sign off.pdf

Sign off attached.

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---


**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, December 14, 2017 2:35 PM  
**To:** Olson, Lianna FIN:EX; Spilker, Robyn FIN:EX; FIN FOI CSD FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Sign Off FIN-2017-73764 Sign off due December 18, 2017  
**Importance:** High

Hi All,

Please see attached sign off for this request. PA sign off is due by end of day Monday, December 18, 2017.

Thank you,

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Chan, Sarah [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Thursday, December 14, 2017 2:27 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Sign Off FIN-2017-73764

Please see attached sign off package for public body approval.

Legislated due date of file: December 21, 2017

Thank you,

Sarah Chan, FOI Analyst  
Information Access Operations

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 18, 2017 11:03 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Re: Call for Records FIN-2017-73656 Due November 20, 2017

Our revised search and prep time is 3 hr.

Robyn

----- Original message -----

From: "FOI Coordinator FIN:EX" <FOI.Coordinator@gov.bc.ca>  
Date: 2017-12-18 10:46 AM (GMT-08:00)  
To: "Spilker, Robyn FIN:EX" <Robyn.Spilker@gov.bc.ca>  
Cc: "FOI Coordinator FIN:EX" <FOI.Coordinator@gov.bc.ca>  
Subject: RE: Call for Records FIN-2017-73656 Due November 20, 2017

Yes please! ☺ Thank you Robyn!

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

FIN FOI SharePoint site | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Spilker, Robyn FIN:EX  
**Sent:** Monday, December 18, 2017 10:44 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Re: Call for Records FIN-2017-73656 Due November 20, 2017

Yes, that would reduce the search time. Do you need a new fee estimate?

----- Original message -----

From: "FOI Coordinator FIN:EX" <FOI.Coordinator@gov.bc.ca>  
Date: 2017-12-18 10:34 AM (GMT-08:00)  
To: "Spilker, Robyn FIN:EX" <Robyn.Spilker@gov.bc.ca>  
Cc: "FOI Coordinator FIN:EX" <FOI.Coordinator@gov.bc.ca>  
Subject: FW: Call for Records FIN-2017-73656 Due November 20, 2017

Hi Robyn,

IAO came back to us with a quick question, if we narrowed the time frame down to only the month of August 2017 would that affect your fee estimate?




Thank you!

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

FIN FOI SharePoint site | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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---

**From:** IAO CentralTeam CITZ:EX

**Sent:** Wednesday, December 13, 2017 11:34 AM

**To:** Gillies, Jessica FIN:EX; FOI Coordinator FIN:EX

**Subject:** RE: Call for Records FIN-2017-73656 Due November 20, 2017

Hi Jessica,

Since I hear you may be working on a revised fee estimate for this, passing along some info related to narrowing these requests. As you know FIN is not the only ministry to issue a fee, and the applicant has been working with other ministries on narrowing. The main strategy used has been to narrow the time frame only to the month of August 2017. I know that doesn't affect the issue of how many searches need to be done for the number of MLAs involved. However, passing it along - if that change were enough to eliminate the fee I am certain the applicant would be willing to amend the request accordingly.

Cheers, Neal

---

**From:** Gillies, Jessica FIN:EX

**Sent:** Thursday, November 23, 2017 12:52 PM

**To:** FOI Coordinator FIN:EX; IAO CentralTeam FIN:EX

**Cc:** Gibbs, Chantal FIN:EX

**Subject:** FW: Call for Records FIN-2017-73656 Due November 20, 2017

Hi Neal,

Per our discussion, we've determined we won't need to search FIN OFFICE and the new interpretation of the request should cut down on the preparation time. Our updated fee estimate is (I'm just including all the detail so I remember later):

16.5 hours to search CLIFF

5 hours for preparation

9.5 hours for MO search + preparation

-----  
TOTAL: 31 hours

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 250 387-3513

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**From:** Spilker, Robyn FIN:EX  
**Sent:** Wednesday, November 22, 2017 5:49 PM  
**To:** Gillies, Jessica FIN:EX; FOI Coordinator FIN:EX; IAO CentralTeam FIN:EX; Gibbs, Chantal FIN:EX  
**Subject:** RE: Call for Records FIN-2017-73656 Due November 20, 2017

Our fee estimate remains the same. Thanks.

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** Gillies, Jessica FIN:EX  
**Sent:** Wednesday, November 22, 2017 5:33 PM  
**To:** FOI Coordinator FIN:EX; IAO CentralTeam FIN:EX; Spilker, Robyn FIN:EX; Gibbs, Chantal FIN:EX  
**Subject:** RE: Call for Records FIN-2017-73656 Due November 20, 2017

Hi Neal, Robyn, and Chantal,

If I'm reading this correctly, it wouldn't change where we have to search (DMO would need to search CLIFF & FIN OFFICE [the correspondence unit's mailbox], although searching both may be overly cautious as responsive records in FIN OFFICE *should* also be in CLIFF, but there is no guarantee). It would change whether or not records that we find in the search are responsive.

DMO had originally estimated 23.5 hours for search and 10 hours for preparation. I think our CLIFF search would stay the same (about 16.5 hours to look at a rough estimate of 170 logs to determine whether they are responsive). Likewise, I think the 7 hours estimated for the FIN OFFICE search would stay the same unless we determine it's redundant to search both FIN OFFICE and CLIFF.

The time for preparation (estimated at 10 hours) might decrease as we would likely find fewer responsive records than we had originally anticipated.

MO had estimated 9.5 hours. **Robyn**, would the below change your fee estimate?

Jessica Gillies  
Manager, FOI & Correspondence Unit | Ministry of Finance  
[FIN FOI SharePoint site](#)  
phone 250 387-3513

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---

**From:** IAO CentralTeam FIN:EX  
**Sent:** Wednesday, November 22, 2017 3:53 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Call for Records FIN-2017-73656 Due November 20, 2017

Katie,

Due to the many difficulties posed by the interpretation of this request, I went back to the applicant with some more questions about the interpretation of this request (and related requests directed at Central Team's other client ministries). Answers are below. Is it possible to re-assess the request based on these parameters? I suspect that, as

before, a fee estimate may be the outcome, but if that's the case it would be best to issue one that is up-to-date based on the current interpretation.

- Is the term Minister's Office meant to include (1) all staff within a the Minister's Office, or (2) only the Minister's general inbox, ie [FIN.Minister@gov.bc.ca](mailto:FIN.Minister@gov.bc.ca), [premier@gov.bc.ca](mailto:premier@gov.bc.ca), [AVED.Minister@gov.bc.ca](mailto:AVED.Minister@gov.bc.ca), [CITZ.Minister@gov.bc.ca](mailto:CITZ.Minister@gov.bc.ca)

Yes - all the direct staff.

- Minister's offices often treat emails where they are cc'ed differently from ones that are directly addressed to them. Does the scope of this request include emails where the MO has been CC'ed?

Excluded the CC's

- Minister's offices often receive public correspondence that was redirected from an MLA's office, ie. Joe Public in Vancouver has thoughts about Vancouver real estate, emails his thoughts to [john.horgan.mla@gov.bc.ca](mailto:john.horgan.mla@gov.bc.ca) which goes to his constituency office. Since Joe Public's inquiry is not about constituency issues, the MLA's office simply forwards the email to [premier@gov.bc.ca](mailto:premier@gov.bc.ca). So the email is technically "received from an NDP MLA" but is really from Joe Public. Does the scope of this request include these types of emails?

Exclude these public e-mails.

- Emails sent from MLA email accounts are often written/forwarded by constituency staff. Similar to the example above, an email coming from [john.horgan.mla@leg.bc.ca](mailto:john.horgan.mla@leg.bc.ca) is likely to have been written/forwarded by constituency staff rather than Mr. Horgan himself but is being considered "received from an NDP MLA" for the purposes of this request. Does the scope of this request include all emails sent by constituency staff carrying out their normal duties, or only those sent and/or signed by the MLA personally?

Let's limit it to the MLA personally.

Neal Yonson | Senior FOI Analyst  
Central Team, Information Access Operations  
[neal.yonson@gov.bc.ca](mailto:neal.yonson@gov.bc.ca) | 778-698-2378

---

**From:** Yonson, Neal FIN:EX **On Behalf Of** IAO CentralTeam FIN:EX  
**Sent:** Friday, November 10, 2017 1:08 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Call for Records FIN-2017-73656 Due November 20, 2017

Katie,

This may be moot at the moment since FIN has already submitted a fee estimate, but there is some follow-up info that recently came in on the request noted above, seeking *"Copies of all correspondence, excluding attachments, received by the Minister's Office from BC NDP MLA's, including cabinet Ministers/the Premier acting in their capacities as an NDP MLA. (Date Range for Record Search: From 07/18/2017 To 11/01/2017)"*  
Here's the summary I was sent:

At the last X-gov't meeting, re XGR-2017-73622, it sounded as though people agreed that:

- The responsiveness of correspondence forwarded from an MLA's office, not from the MLA themselves – **would be responsive**
- Responsiveness of correspondence from an MLA acting as a minister – **wouldn't necessarily be responsive but most people around the table figured this shouldn't happen very much unless the MLA was using the wrong email address (i.e. the leg.bc.ca email address instead of their minister email address).**

If anything I suspect that, in light of point #1, this interpretation might actually result in a larger fee estimate, but on that note, XGov said:

*A final decision on how to proceed with issuing fees and clarifying/narrowing the request with this applicant is supposed to happen on Tuesday, once other ministries have weighed in.*

Cheers,

Neal Yonson | FOI Analyst

Central Team, Information Access Operations

[neal.yonson@gov.bc.ca](mailto:neal.yonson@gov.bc.ca) | 778-698-2378

---

**From:** FOI Coordinator FIN:EX

**Sent:** Wednesday, November 8, 2017 12:10 PM

**To:** IAO CentralTeam FIN:EX

**Cc:** FOI Coordinator FIN:EX

**Subject:** RE: Call for Records FIN-2017-73656 Due November 20, 2017

Hi Neal,

Please see the attached fee estimate for this request. This is the combined fee estimate from the DMO and MO office.

Thank you,

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Yonson, Neal [<mailto:IAOCentralTeam@gov.bc.ca>]

**Sent:** Friday, November 3, 2017 12:02 PM

**To:** FOI Coordinator FIN:EX

**Cc:** Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

**Subject:** Call for Records FIN-2017-73656 Due November 20, 2017

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*Copies of all correspondence, excluding attachments, received by the Minister's Office from BC NDP MLA's, including cabinet Ministers/the Premier acting in their capacities as an NDP MLA. (Date Range for Record Search: From 07/18/2017 To 11/01/2017) Date Format is MM/DD/YYYY*

**Note:** This is a cross-government request. The IAO cross-government team discussed this set of requests and provided additional information about determining responsiveness of records:

- Correspondence received from a Constituency Assistant but signed by the MLA would be responsive
- Responsive records include correspondence where the Minister's Office was cc'd.

Applicant Type: Researcher  
Cross Government Number: XGR-2017-73622  
Request also directed to: All ministries OOP  
Records Due: November 20, 2017  
Legislated Due Date: December 14, 2017  
IAO Contact: Neal Yonson

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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. Then, return the form to the IAO by the Fee Estimate Due date noted above. 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. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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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;
- any other questions or concerns relating to this request.

Thank you for your assistance,

Neal Yonson, FOI Analyst  
Central Agency Team  
Information Access Operations

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 18, 2017 10:49 AM  
**To:** Henry, Molly FIN:EX  
**Subject:** Fwd: Call for Records FIN-2017-73656 Due November 20, 2017

Hi Molly,

Can you send a revised search time for FIN Minister if the request below was limited to August 2017?

Thanks,  
Robyn

----- Original message -----

From: "FOI Coordinator FIN:EX" <FOI.Coordinator@gov.bc.ca>  
Date: 2017-12-18 10:46 AM (GMT-08:00)  
To: "Spilker, Robyn FIN:EX" <Robyn.Spilker@gov.bc.ca>  
Cc: "FOI Coordinator FIN:EX" <FOI.Coordinator@gov.bc.ca>  
Subject: RE: Call for Records FIN-2017-73656 Due November 20, 2017

Yes please! ☺ Thank you Robyn!

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

FIN FOI SharePoint site | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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---

**From:** Spilker, Robyn FIN:EX  
**Sent:** Monday, December 18, 2017 10:44 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Re: Call for Records FIN-2017-73656 Due November 20, 2017

Yes, that would reduce the search time. Do you need a new fee estimate?

----- Original message -----

From: "FOI Coordinator FIN:EX" <FOI.Coordinator@gov.bc.ca>  
Date: 2017-12-18 10:34 AM (GMT-08:00)  
To: "Spilker, Robyn FIN:EX" <Robyn.Spilker@gov.bc.ca>  
Cc: "FOI Coordinator FIN:EX" <FOI.Coordinator@gov.bc.ca>  
Subject: FW: Call for Records FIN-2017-73656 Due November 20, 2017

Hi Robyn,


IAO came back to us with a quick question, if we narrowed the time frame down to only the month of August 2017 would that affect your fee estimate?

Thank you!

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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---

**From:** IAO CentralTeam CITZ:EX

**Sent:** Wednesday, December 13, 2017 11:34 AM

**To:** Gillies, Jessica FIN:EX; FOI Coordinator FIN:EX

**Subject:** RE: Call for Records FIN-2017-73656 Due November 20, 2017

Hi Jessica,

Since I hear you may be working on a revised fee estimate for this, passing along some info related to narrowing these requests. As you know FIN is not the only ministry to issue a fee, and the applicant has been working with other ministries on narrowing. The main strategy used has been to narrow the time frame only to the month of August 2017. I know that doesn't affect the issue of how many searches need to be done for the number of MLAs involved. However, passing it along - if that change were enough to eliminate the fee I am certain the applicant would be willing to amend the request accordingly.

Cheers, Neal

---

**From:** Gillies, Jessica FIN:EX

**Sent:** Thursday, November 23, 2017 12:52 PM

**To:** FOI Coordinator FIN:EX; IAO CentralTeam FIN:EX

**Cc:** Gibbs, Chantal FIN:EX

**Subject:** FW: Call for Records FIN-2017-73656 Due November 20, 2017

Hi Neal,

Per our discussion, we've determined we won't need to search FIN OFFICE and the new interpretation of the request should cut down on the preparation time. Our updated fee estimate is (I'm just including all the detail so I remember later):

16.5 hours to search CLIFF

5 hours for preparation

9.5 hours for MO search + preparation

-----

TOTAL: 31 hours

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

[FIN FOI SharePoint site](#)

phone 250 387-3513

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**From:** Spilker, Robyn FIN:EX

**Sent:** Wednesday, November 22, 2017 5:49 PM

**To:** Gillies, Jessica FIN:EX; FOI Coordinator FIN:EX; IAO CentralTeam FIN:EX; Gibbs, Chantal FIN:EX

**Subject:** RE: Call for Records FIN-2017-73656 Due November 20, 2017

Our fee estimate remains the same. Thanks.

**Robyn Spilker**

Senior Ministerial Assistant

Minister of Finance and Deputy Premier

250-952-7627

---

**From:** Gillies, Jessica FIN:EX

**Sent:** Wednesday, November 22, 2017 5:33 PM

**To:** FOI Coordinator FIN:EX; IAO CentralTeam FIN:EX; Spilker, Robyn FIN:EX; Gibbs, Chantal FIN:EX

**Subject:** RE: Call for Records FIN-2017-73656 Due November 20, 2017

Hi Neal, Robyn, and Chantal,

If I'm reading this correctly, it wouldn't change where we have to search (DMO would need to search CLIFF & FIN OFFICE [the correspondence unit's mailbox], although searching both may be overly cautious as responsive records in FIN OFFICE *should* also be in CLIFF, but there is no guarantee). It would change whether or not records that we find in the search are responsive.

DMO had originally estimated 23.5 hours for search and 10 hours for preparation. I think our CLIFF search would stay the same (about 16.5 hours to look at a rough estimate of 170 logs to determine whether they are responsive). Likewise, I think the 7 hours estimated for the FIN OFFICE search would stay the same unless we determine it's redundant to search both FIN OFFICE and CLIFF.

The time for preparation (estimated at 10 hours) might decrease as we would likely find fewer responsive records than we had originally anticipated.

MO had estimated 9.5 hours. **Robyn**, would the below change your fee estimate?

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

[FIN FOI SharePoint site](#)

phone 250 387-3513

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---

**From:** IAO CentralTeam FIN:EX

**Sent:** Wednesday, November 22, 2017 3:53 PM

**To:** FOI Coordinator FIN:EX

**Subject:** RE: Call for Records FIN-2017-73656 Due November 20, 2017

Katie,

Due to the many difficulties posed by the interpretation of this request, I went back to the applicant with some more questions about the interpretation of this request (and related requests directed at Central Team's other client ministries). Answers are below. Is it possible to re-assess the request based on these parameters? I suspect that, as

before, a fee estimate may be the outcome, but if that's the case it would be best to issue one that is up-to-date based on the current interpretation.

- Is the term Minister's Office meant to include (1) all staff within a the Minister's Office, or (2) only the Minister's general inbox, ie [FIN.Minister@gov.bc.ca](mailto:FIN.Minister@gov.bc.ca), [premier@gov.bc.ca](mailto:premier@gov.bc.ca), [AVED.Minister@gov.bc.ca](mailto:AVED.Minister@gov.bc.ca), [CITZ.Minister@gov.bc.ca](mailto:CITZ.Minister@gov.bc.ca)

Yes - all the direct staff.

- Minister's offices often treat emails where they are cc'ed differently from ones that are directly addressed to them. Does the scope of this request include emails where the MO has been CC'ed?

Excluded the CC's

- Minister's offices often receive public correspondence that was redirected from an MLA's office, ie. Joe Public in Vancouver has thoughts about Vancouver real estate, emails his thoughts to [john.horgan.mla@gov.bc.ca](mailto:john.horgan.mla@gov.bc.ca) which goes to his constituency office. Since Joe Public's inquiry is not about constituency issues, the MLA's office simply forwards the email to [premier@gov.bc.ca](mailto:premier@gov.bc.ca). So the email is technically "received from an NDP MLA" but is really from Joe Public. Does the scope of this request include these types of emails?

Exclude these public e-mails.

- Emails sent from MLA email accounts are often written/forwarded by constituency staff. Similar to the example above, an email coming from [john.horgan.mla@leg.bc.ca](mailto:john.horgan.mla@leg.bc.ca) is likely to have been written/forwarded by constituency staff rather than Mr. Horgan himself but is being considered "received from an NDP MLA" for the purposes of this request. Does the scope of this request include all emails sent by constituency staff carrying out their normal duties, or only those sent and/or signed by the MLA personally?

Let's limit it to the MLA personally.

Neal Yonson | Senior FOI Analyst  
Central Team, Information Access Operations  
[neal.yonson@gov.bc.ca](mailto:neal.yonson@gov.bc.ca) | 778-698-2378

---

**From:** Yonson, Neal FIN:EX **On Behalf Of** IAO CentralTeam FIN:EX  
**Sent:** Friday, November 10, 2017 1:08 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Call for Records FIN-2017-73656 Due November 20, 2017

Katie,

This may be moot at the moment since FIN has already submitted a fee estimate, but there is some follow-up info that recently came in on the request noted above, seeking *"Copies of all correspondence, excluding attachments, received by the Minister's Office from BC NDP MLA's, including cabinet Ministers/the Premier acting in their capacities as an NDP MLA. (Date Range for Record Search: From 07/18/2017 To 11/01/2017)"*  
Here's the summary I was sent:



At the last X-gov't meeting, re XGR-2017-73622, it sounded as though people agreed that:

- The responsiveness of correspondence forwarded from an MLA's office, not from the MLA themselves – **would be responsive**
- Responsiveness of correspondence from an MLA acting as a minister – **wouldn't necessarily be responsive but most people around the table figured this shouldn't happen very much unless the MLA was using the wrong email address (i.e. the leg.bc.ca email address instead of their minister email address).**

If anything I suspect that, in light of point #1, this interpretation might actually result in a larger fee estimate, but on that note, XGov said:

*A final decision on how to proceed with issuing fees and clarifying/narrowing the request with this applicant is supposed to happen on Tuesday, once other ministries have weighed in.*

Cheers,

Neal Yonson | FOI Analyst

Central Team, Information Access Operations

[neal.yonson@gov.bc.ca](mailto:neal.yonson@gov.bc.ca) | 778-698-2378

---

**From:** FOI Coordinator FIN:EX

**Sent:** Wednesday, November 8, 2017 12:10 PM

**To:** IAO CentralTeam FIN:EX

**Cc:** FOI Coordinator FIN:EX

**Subject:** RE: Call for Records FIN-2017-73656 Due November 20, 2017

Hi Neal,

Please see the attached fee estimate for this request. This is the combined fee estimate from the DMO and MO office.

Thank you,

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

FIN FOI SharePoint site | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Yonson, Neal [<mailto:IAOCentralTeam@gov.bc.ca>]

**Sent:** Friday, November 3, 2017 12:02 PM

**To:** FOI Coordinator FIN:EX

**Cc:** Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

**Subject:** Call for Records FIN-2017-73656 Due November 20, 2017

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*Copies of all correspondence, excluding attachments, received by the Minister's Office from BC NDP MLA's, including cabinet Ministers/the Premier acting in their capacities as an NDP MLA. (Date Range for Record Search: From 07/18/2017 To 11/01/2017) Date Format is MM/DD/YYYY*

**Note:** This is a cross-government request. The IAO cross-government team discussed this set of requests and provided additional information about determining responsiveness of records:

- Correspondence received from a Constituency Assistant but signed by the MLA would be responsive
- Responsive records include correspondence where the Minister's Office was cc'd.

Applicant Type: Researcher

Cross Government Number: XGR-2017-73622

Request also directed to: All ministries OOP

Records Due: November 20, 2017

Legislated Due Date: December 14, 2017

IAO Contact: Neal Yonson

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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. Then, return the form to the IAO by the Fee Estimate Due date noted above. 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. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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 the 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.

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;
- any other questions or concerns relating to this request.

Thank you for your assistance,

Neal Yonson, FOI Analyst

Central Agency Team

Information Access Operations

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 15, 2017 12:11 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: RUSH/URGENT: Sign Off FIN-2017-73702: PA Sign off due 4PM December 15, 2017  
**Attachments:** 73702 sign off.pdf

Thanks Katie. Sign off attached.

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Friday, December 15, 2017 10:19 AM  
**To:** FIN TBS FOI Coordinator FIN:EX; Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** RE: RUSH/URGENT: Sign Off FIN-2017-73702: PA Sign off due 4PM December 15, 2017

Hi All!


Please see revised sign off with additional harms severed as per the MO's request. Reattached the sign off sheet and response letter.

Thank you!

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, December 14, 2017 3:00 PM  
**To:** FIN TBS FOI Coordinator FIN:EX; Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** RUSH/URGENT: Sign Off FIN-2017-73702: PA Sign off due 4PM December 15, 2017  
**Importance:** High

Hi Shalegh and Robyn,


Please see attached URGENT sign off. Please return to me by 4pm tomorrow, December 15, 2017. My apologies for the tight turn around.

Thank you,

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Trudel, David [mailto:IAOCentralTeam@gov.bc.ca]

**Sent:** Thursday, December 14, 2017 2:55 PM

**To:** FOI Coordinator FIN:EX

**Subject:** Sign Off FIN-2017-73702

Please see attached sign off package for public body approval.

Sign off due: December 18, 2017

Legislated due date of file: December 19, 2017

Thank you,

David Trudel, FOI Analyst

Central Agency Team

Information Access Operations

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 15, 2017 9:16 AM  
**To:** FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX  
**Subject:** RE: Sign Off FIN-2017-73699: PA sign off due: Thursday, December 14, 2017 4:00pm  
**Attachments:** Sign off 73699.pdf

Thanks, here you go.

### Robyn Spilker

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Friday, December 15, 2017 9:06 AM  
**To:** Spilker, Robyn FIN:EX; Morgan, Melissa FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** RE: Sign Off FIN-2017-73699: PA sign off due: Thursday, December 14, 2017 4:00pm

Hi Robyn,


No revised sign off sheet needed 😊 Here is a copy of the original sign off sheet I sent out! 😊

Thank you!

### Katie Grieve | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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---

**From:** Spilker, Robyn FIN:EX  
**Sent:** Friday, December 15, 2017 9:00 AM  
**To:** FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX  
**Subject:** RE: Sign Off FIN-2017-73699: PA sign off due: Thursday, December 14, 2017 4:00pm

Thanks Katie. Do you have to send a revised sign off sheet?

### Robyn Spilker

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, December 14, 2017 4:30 PM  
**To:** Spilker, Robyn FIN:EX; Morgan, Melissa FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Sign Off FIN-2017-73699: PA sign off due: Thursday, December 14, 2017 4:00pm

Hi Robyn,

IAO has made the requested changes to the redline!

Melissa, please see revised redline as per the MO's request.

Thank you!

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

FIN FOI SharePoint site | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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---

**From:** IAO CentralTeam CITZ:EX

**Sent:** Thursday, December 14, 2017 4:21 PM

**To:** FOI Coordinator FIN:EX

**Subject:** RE: Sign Off FIN-2017-73699: PA sign off due: Thursday, December 14, 2017 4:00pm

Hi Katie,

Sorry for the delay. Revised redline is attached.

Peggy

---

**From:** FOI Coordinator FIN:EX

**Sent:** Thursday, December 14, 2017 11:57 AM

**To:** IAO CentralTeam CITZ:EX

**Cc:** FOI Coordinator FIN:EX

**Subject:** FW: Sign Off FIN-2017-73699: PA sign off due: Thursday, December 14, 2017 4:00pm

**Importance:** High

Hi Peggy,


The MO identified additional harms for this file. Could you please send a revised redline once it has been completed?

Thank you!

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

FIN FOI SharePoint site | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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---

**From:** Spilker, Robyn FIN:EX

**Sent:** Thursday, December 14, 2017 11:46 AM

**To:** FOI Coordinator FIN:EX

**Subject:** RE: Sign Off FIN-2017-73699: PA sign off due: Thursday, December 14, 2017 4:00pm

Hi Katie,

I've attached additional harms identified by the MO for 73699.

Thanks,  
Robyn

**Robyn Spilker**

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Wednesday, December 13, 2017 10:09 AM  
**To:** Spilker, Robyn FIN:EX; Morgan, Melissa FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Sign Off FIN-2017-73699: PA sign off due: Thursday, December 14, 2017 4:00pm

Hi Robyn and Melissa,


Please see attached sign off. Your PA's sign off is due by end of day tomorrow, Thursday, December 14, 2017.

Thank you,

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance

FIN FOI SharePoint site | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** King, Peggy [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Wednesday, December 13, 2017 8:49 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Sign Off FIN-2017-73699

Please see attached sign off package for public body approval.

Legislated due date of file: December 19, 2017

Thank you,

**Peggy King** | FOI Specialist | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 778 698-2673 | **e:** [Peggy.King@gov.bc.ca](mailto:Peggy.King@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1



## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 15, 2017 9:05 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Sign Off FIN-2017-73827  
**Attachments:** 73827 sign off.pdf

Sign off attached.

### Robyn Spilker

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, December 14, 2017 3:05 PM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Sign Off FIN-2017-73827


Hi Robyn,

Please see attached sign off, MO sign off is due by Wednesday, December 20, 2017.

Thank you!

### Katie Grieve | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Chan, Sarah [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Thursday, December 14, 2017 3:02 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Sign Off FIN-2017-73827

Please see attached sign off package for public body approval.

Legislated due date of file: December 28, 2017

Thank you,

Sarah Chan, FOI Analyst  
Information Access Operations



**Spilker, Robyn FIN:EX**

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 14, 2017 2:31 PM  
**To:** Manton, Kim FIN:EX  
**Subject:** Casework

Hi Kim,

Henry Yao from the Burnaby Deer Lake constituency office is trying to reach you about a casework issue. His number is 604-775-0565.

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 14, 2017 2:26 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Gillies, Jessica FIN:EX  
**Subject:** RE: Message Tracking request - Minister of Finance's Executive Assistant

Hi Katie,

Kim's only email address is [kim.manton@gov.bc.ca](mailto:kim.manton@gov.bc.ca).

Thanks,  
Robyn

### Robyn Spilker

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Wednesday, December 13, 2017 1:48 PM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** FW: Message Tracking request - Minister of Finance's Executive Assistant


Hi Robyn!

IAO is requesting all the email addresses for the Minister's Executive Assistant. Could you please provide?

Thank you,

### Katie Grieve | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
FIN FOI SharePoint site | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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---

**From:** IAO CentralTeam CITZ:EX  
**Sent:** Wednesday, December 13, 2017 1:45 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Message Tracking request - Minister of Finance's Executive Assistant

Hello,

Can you please provide any and all email addresses associated to the Minister of Finance's Executive Assistant for a new message tracking request.

Thank you,

*Kristen Sanderson* Jr. FOI Analyst | Information Access Operations | Shared Services BC  
t: 250.387.5423 | e: [kristen.sanderson@gov.bc.ca](mailto:kristen.sanderson@gov.bc.ca) | m: PO Box 9569, Stn Prov Gov, Victoria BC  
V8V 1S2

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 14, 2017 10:45 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Sign Off FIN-2017-73826  
**Attachments:** Sign off 73826.pdf

Sign off attached.

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---


**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, December 14, 2017 9:16 AM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Sign Off FIN-2017-73826

Hi Robyn!

Please see attached sign off for this file. Your sign off is due Wednesday, December 20, 2017

Thank you,

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Chan, Sarah [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Thursday, December 14, 2017 9:04 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Sign Off FIN-2017-73826

Please see attached sign off package for public body approval.

Legislated due date of file: December 28, 2017

Thank you,

Sarah Chan, FOI Analyst  
Information Access Operations

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 14, 2017 10:44 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: RUSH/URGENT: Sign Off FIN-2017-73703: PA Sign Off Due: NOON, December 15, 2017  
**Attachments:** Sign off 73703.pdf

Hi Katie,

Sign off attached.

Tks,

**Robyn Spilker**

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, December 14, 2017 8:54 AM  
**To:** Morgan, Melissa FIN:EX; Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** RUSH/URGENT: Sign Off FIN-2017-73703: PA Sign Off Due: NOON, December 15, 2017  
**Importance:** High


Hi Melissa and Robyn,

Please see attached sign off. PA sign off is due by NOON tomorrow, December 15, 2017. My apologies for the tight turn around.

Thank you,

**Katie Grieve** | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Trudel, David [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Thursday, December 14, 2017 8:46 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Sign Off FIN-2017-73703

Please see attached sign off package for public body approval.

Sign off due: December 15, 2017

Legislated due date of file: December 19, 2017

Thank you,

David Trudel, FOI Analyst  
Central Agency Team  
Information Access Operations

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 11, 2017 4:29 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Sign Off FIN-2017-73767 (NRR), Sign off Due Date: Dec. 12  
**Attachments:** 73767 Sign Off.pdf

Sign off attached. Thanks.

### **Robyn Spilker**

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Friday, December 8, 2017 11:27 AM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** Sign Off FIN-2017-73767 (NRR), Sign off Due Date: Dec. 12

Hi Robyn,

Please see attached sign off sheet. Sign off is due by December 12, 2017.

Thank you!

*Céline Anderson*

Correspondence Coordinator  
Correspondence Unit | Deputy Minister's Office  
Ministry of Finance  
(604) 775-0693

**From:** Fern, Chelsea [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Friday, December 8, 2017 8:07 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Sign Off FIN-2017-73767 (NRR), Sign off Due Date: Dec. 15

Please see attached sign off package for public body approval.

Sign off due: December 15, 2017

Legislated due date of file: December 22, 2017

Thank you,

Chelsea Fern, Senior FOI Analyst  
Central Agency Team  
Information Access Operations

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 11, 2017 4:29 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Sign Off FIN-2017-73771 (NRR), Sign off due date: Dec. 12  
**Attachments:** 73771 Sign Off.pdf

Sign off attached.

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Friday, December 8, 2017 11:31 AM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** Sign Off FIN-2017-73771 (NRR), Sign off due date: Dec. 12

Hi Robyn,

Please see attached sign off sheet. Sign off is due by December 12, 2017.

Thank you!

*Céline Anderson*  
Correspondence Coordinator  
Correspondence Unit | Deputy Minister's Office  
Ministry of Finance  
(604) 775-0693

**From:** Fern, Chelsea [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Friday, December 8, 2017 8:12 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Sign Off FIN-2017-73771 (NRR), Sign off due date: Dec. 15

Please see attached sign off package for public body approval.

Sign off due: December 15, 2017

Legislated due date of file: December 22, 2017

Thank you,

Chelsea Fern, Senior FOI Analyst  
Central Agency Team  
Information Access Operations



## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 11, 2017 2:54 PM  
**To:** FOI Coordinator FIN:EX; CITZ OPEN INFOGROUP CITZ:EX  
**Subject:** RE: Proactive Disclosure - Request for Calendar Records - November 2017  
**Attachments:** November 2017.pdf

Hello, apologies for the delay. I've attached Minister James' November calendar. No harms were noted.

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---


**From:** FOI Coordinator FIN:EX  
**Sent:** Friday, December 1, 2017 11:54 AM  
**To:** Spilker, Robyn FIN:EX; Michell, Jennifer FIN:EX; FIN TBS FOI Coordinator FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Proactive Disclosure - Request for Calendar Records - November 2017

Hi All,

Please see below request for the November Calendar's. Clean and Marked copies of the calendars are due to Open Info by December 8, 2017.

Thank you!

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** FIN OPEN INFOGROUP FIN:EX  
**Sent:** Friday, December 1, 2017 9:50 AM  
**To:** FIN OI CALENDAR CFR  
**Cc:** FIN OPEN INFOGROUP FIN:EX  
**Subject:** Proactive Disclosure - Request for Calendar Records - November 2017

Regarding Ministerial Directive 02-2016: **DISCLOSURE OF MINISTERS' AND DEPUTY MINISTERS' CALENDARS**

**Please send your ministers', deputy ministers' and associate deputy ministers' calendar(s) for the month of November 2017**

**Please send the calendar(s) and harms assessment information by reply email or to the FIN OPEN INFOGROUP ([Open.InfoGroup@gov.bc.ca](mailto:Open.InfoGroup@gov.bc.ca)) by December 8<sup>th</sup>, 2017**

Please also provide the name or email address of who the approver(s) will be for each calendar you submit

### **What You Need to Do?**

1. **Create a PDF of the calendar records**
2. **Conduct a harms assessment and provide those details**

*\*Detailed instructions are below*

Reminder: Calendars must be provided to IAO not later than 10 calendar days after the end of the month.

### **What Happens Next?**

Upon receipt of the calendar(s), the Open Information analysts will review the records and remove any information that requires redaction. The analysts may contact you if they have any questions about possible harms associated with the records. The records will then be sent for review and approval by your ministry approver.

### **Distribution Lists:**

We look forward to working with you and hope that we've captured the right people on our distribution list. If any names need to be added or deleted, please let us know.

If you have any questions or concerns, please contact any member of the Open Information team directly or through reply to this email address.

Many thanks,  
IAO Open Information Team

Ryan Schumm  
Patrick Craib  
Kara Beach  
Neil Frelick  
Katherine Ritchie  
Matthew Prodan, A/Manager

Link to [Open Information](#)

## **DETAILED INSTRUCTIONS AND REDACTION INFORMATION**

### **1. Produce a PDF of the calendar records**

- Open the calendar you want to print\*
- Select File
- Select Print
- Select Print Options
- Select 'Adobe PDF' as your printer. If this is not available, print the calendar, scan and email the PDF
- Select 'Calendar Detail Style' from the Print Style options
- Select the date range (In the Print Range fields)
- Check the box for 'Hide details of private appointments'
- Select Print
- Save resulting PDF

*\* For minister's calendars, produce only the minister's calendar; Specific MLA or constituency-related duties need not be included.*

### **2. Conduct a harms assessment and provide those details**

- Prepare and attach one clean copy of the records (no marks, hand written notes, sticky notes or highlighting);

- Prepare and attach one marked copy of the records where any harms are indicated:
- Indicate any personal information contained within any entries not marked Private
- Mark any Cabinet or Treasury Board entries. IAO needs to know if the entry pertains to an item that was prepared for cabinet/treasury board and if it ever went, or will go, to Cabinet or Treasury Board.
- Identify any legal advice or entries that might reveal solicitor-client privilege
- Other

### 3. Redaction Details:

While the calendars are not being redacted under FOIPPA, any redactions must reflect exceptions permitted under FOIPPA. In addition, entries previously considered “not responsive” (e.g. reservation numbers, teleconference information), based on agreement with an FOI applicant, will no longer be deemed not responsive. Instead, any information that would attract an exception permitted under FOIPPA will be redacted with any other information being removed. The below verbiage will be used where information is removed:

Severing Verbiage	FOIPPA Section
Cabinet Confidences	12
Advice/Recommendations	13
Legal Communications	14
Security Concern	15
Intergovernmental Communications	16
Government Financial Information	17
Personal Security	19
Business Information	21
Personal Information	22

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 8, 2017 11:04 AM  
**To:** Reid, Heidi FIN:EX  
**Subject:** Fwd: Invoice for Ms Robyn Spiliker  
**Attachments:** s.15

Hi Heidi,

Here's my hotel receipt for reimbursement from last night. My only other cost will be a half day meal per diem for yesterday and a full day per diem for today.

Besides that the only outstanding receipt is the Sept 21 hotel stay. Hopefully s.15 : has sent the receipt.

If there's anything I can do to help on these let me know. Thanks!

Robyn

----- Original message -----

From: s.15  
Date: 2017-12-08 8:46 AM (GMT-08:00)  
To: "Spilker, Robyn FIN:EX" <Robyn.Spilker@gov.bc.ca>  
Subject: Invoice for Ms Robyn Spiliker

s.15

Dear Ms Robyn Spiliker,

Thank you for choosing s.15 for your recent visit to Vancouver. As requested, please find attached an electronic copy of your hotel invoice.

It has been our pleasure to have you stay with us at s.15  
s.15 We look forward to seeing you again soon.

Best Regards,  
s.15

Page 104

Withheld pursuant to/removed as

s.15

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 8, 2017 7:44 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Message Tracking log requests

Yes, those are her two emails for government business.

### Robyn Spilker

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, December 7, 2017 4:06 PM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Message Tracking log requests


Hi Robyn,

Please see the below request. Could you let me know what email addresses the Minister uses? We know that we will need to include [FIN.Minister@gov.bc.ca](mailto:FIN.Minister@gov.bc.ca). Would the other just be [carole.james@gov.bc.ca](mailto:carole.james@gov.bc.ca)?

Thank you!

### Katie Grieve | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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---

**From:** IAO CentralTeam FIN:EX  
**Sent:** Thursday, December 7, 2017 3:21 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Message Tracking log requests

Hello,

We have received the following message tracking log request for Finance:

Request Description: All records in the message tracking log files for which the record is messages sent to and from any email address associated with the Minister of Finance including the Minister of State - include the following information: Date and time, source, event-ID, recipient address, message subject and sender address - exclude emails forwarded by the Minister from [tno@gov.bc.ca](mailto:tno@gov.bc.ca), or sent to the Minister from [tno@gov.bc.ca](mailto:tno@gov.bc.ca) (Date Range for Record Search: From 07/18/2017 To 07/31/2017)

This request will go to Citizens Services and be transferred over to Finance once I receive records.

In order for Citizens Services to process this, they require any and all email addresses used for the Minister of Finance including the Minister of State.

Please provide the appropriate addresses to me ( this does not include any MLA email addresses).

Thank you in advance,

*Kristen Sanderson* Jr. FOI Analyst | Information Access Operations | Shared Services BC  
t: 250.387.5423 | e: [kristen.sanderson@gov.bc.ca](mailto:kristen.sanderson@gov.bc.ca) | m: PO Box 9569, Stn Prov Gov, Victoria BC  
V8V 1S2

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 6, 2017 2:16 PM  
**To:** Reid, Heidi FIN:EX  
**Subject:** RE: Meeting Request for Robin Spilker, Ministerial Assistant to the Minister of Finance of British Columbia from The Stars Group

Thanks!

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** Reid, Heidi FIN:EX  
**Sent:** Wednesday, December 6, 2017 2:16 PM  
**To:** Spilker, Robyn FIN:EX  
**Subject:** RE: Meeting Request for Robin Spilker, Ministerial Assistant to the Minister of Finance of British Columbia from The Stars Group

I've got a couple I'm referring to the AG's office...I'll do it.

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** Wednesday, December 6, 2017 2:15 PM  
**To:** Reid, Heidi FIN:EX  
**Subject:** FW: Meeting Request for Robin Spilker, Ministerial Assistant to the Minister of Finance of British Columbia from The Stars Group

Hi Heidi,

The request below needs to be referred to the Attorney General's office. Would Jessica do that, or should I leave it with you?

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** George Sweny [<mailto:George.Sweny@starsgroup.com>]  
**Sent:** Tuesday, December 5, 2017 11:56 AM  
**To:** Spilker, Robyn FIN:EX  
**Subject:** Meeting Request for Robin Spilker, Ministerial Assistant to the Minister of Finance of British Columbia from The Stars Group

Dear Robyn,



On behalf of The Stars Group,(TSG) I would like to request the opportunity to meet with you early in the New Year at your convenience. We would like to discuss our support for the BC government's agenda relating to increasing gaming security, compliance, and public safety in the British Columbia and Canadian public policy environments. We believe this request is timely given your government's stated object to strengthen the overall provincial regulatory regime related to gaming.

TSG brands, including PokerStars, have more than 115 million registered customers, forming one of the largest online gaming businesses in the world. We are strong supporters of regulatory regimes that make consumer protection paramount and we certainly understand the importance of gaming revenue to local governments. We continue to work constructively with provincial and federal governments in Canada to establish safe and licensed environments and currently have licenses or applicable approvals to operate in 17 jurisdictions, including in the European Union, North America and elsewhere.

I will be in British Columbia and available to meet with you at several points during the month of January 2018 should that be convenient. Thank you for considering this request, especially in light of your busy schedule in the weeks ahead. I will be sure to follow up with your office in the next few days. In the meantime, I can be reached at the email and phone number provided below. Thank you very much for your consideration Robyn.

Sincerely,

George Sweny  
Vice President, Compliance  
The Stars Group  
Mobile: s.22  
Email: [George.sweny@starsgroup.com](mailto:George.sweny@starsgroup.com)

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 6, 2017 1:57 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Sign Off FIN-2017-73821 - Sign Off Due: December 15, 2017  
**Attachments:** MO sign off.pdf

Here you go. Thanks.

### Robyn Spilker

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Tuesday, December 5, 2017 11:06 AM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Sign Off FIN-2017-73821 - Sign Off Due: December 15, 2017

Hi Robyn,

Please see attached sign off.

*Description: Regarding the August 03, 2017 meeting with Sonia Furstenau re: Budget Discussion, as mentioned in the Minister's calendar: The agenda and minutes, all emails, all briefing notes, internal and external correspondence regarding the meeting, copies of presentation materials, handwritten notes and post-meeting report summary. (Date Range for Record Search: From 07/18/2017 To 11/10/2017) Date Format is MM/DD/YYYY*

Sign off is due December 15, 2017.

Thank you!

### Céline Anderson

Correspondence Coordinator  
Correspondence Unit | Deputy Minister's Office  
Ministry of Finance  
(604) 775-0693

**From:** King, Peggy [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Monday, December 4, 2017 10:53 AM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Sign Off FIN-2017-73821

Please see attached sign off package for public body approval.

Sign off due: December 15

Legislated due date of file: December 27, 2017

Thank you,

**Peggy King** | FOI Analyst | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 778 698-2673 | **e:** [Peggy.King@gov.bc.ca](mailto:Peggy.King@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 5, 2017 4:53 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Call for Records FIN-2017-73771 Due November 27, 2017

Hi Jessica and Katie,

We completed the search for the request below and found no records. We used the following search terms and searched from 01/01/2017 to 10/11/2017 (as we only have records for 2017).

- bclc
- aml
- laundering

Robyn Spilker searched her emails and files.  
Robyn Spilker searched the Ministers' emails.  
Molly Henry search her emails and files  
Rob Gillezeau searched his emails and files.  
Heidi Reid search her emails and files.

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Monday, December 4, 2017 5:58 PM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Call for Records FIN-2017-73771 Due November 27, 2017

Hi Robyn,

We had submitted a fee estimate for this one but we are going ahead without a fee. Could the MO please perform your search ASAP and let us know if you have any responsive records? We are hoping to send the CFRs to IAO tomorrow or Wednesday if possible. Sorry for the short time frame.

Jessica Gillies  
Manager, FOI & Correspondence Unit | Ministry of Finance  
[FIN FOI SharePoint site](#)  
phone 778 698-9365

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**From:** Sanderson, Kristen [mailto:IAOCentralTeam@gov.bc.ca]  
**Sent:** Friday, November 10, 2017 12:51 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** Call for Records FIN-2017-73771 Due November 27, 2017

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*Regarding the quarterly reports to the Minister on implementation of the government's anti-money laundering strategy: All briefing notes and issues notes related to the reports. (Date Range for Record Search: From 10/01/2016 To 10/11/2017) Date Format is MM/DD/YYYY*

Applicant Type: Media  
Cross Government Number: N/A  
Request also directed to: MAG & CTZ  
Records Due: November 27, 2017  
Legislated Due Date: December 22, 2017  
IAO Contact: Chelsea Fern

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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. Then, return the form to the IAO by the Fee Estimate Due date noted above. 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. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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 the 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.

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;
- any other questions or concerns relating to this request.

Thank you for your assistance,

Chelsea Fern, FOI Analyst  
Central Agency Team  
Information Access Operations

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 5, 2017 4:53 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** RE: Call for Records FIN-2017-73767 Records Due November 27, 2017

Hi Jessica and Katie,

We completed the search for the request below and found no records. We used the following search terms and searched from 01/01/2017 to 10/11/2017 (as we only have records for 2017).

- bcllc
- aml
- laundering

Robyn Spilker searched her emails and files.  
Robyn Spilker searched the Ministers' emails.  
Molly Henry search her emails and files  
Rob Gillezeau searched his emails and files.  
Heidi Reid search her emails and files.

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Monday, December 4, 2017 5:58 PM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Call for Records FIN-2017-73767 Records Due November 27, 2017

Hi Robyn,

We had submitted a fee estimate for this one but we are going ahead without a fee. Could the MO please perform your search ASAP and let us know if you have any responsive records? We are hoping to send the CFRs to IAO tomorrow or Wednesday if possible. Sorry for the short notice.

Jessica Gillies  
Manager, FOI & Correspondence Unit | Ministry of Finance  
[FIN FOI SharePoint site](#)  
phone 778 698-9365

**From:** Sanderson, Kristen [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Friday, November 10, 2017 12:47 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** Call for Records FIN-2017-73767 Records Due November 27, 2017

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*Regarding the quarterly reports to the Minister on implementation of the government's anti-money laundering strategy: All external correspondence that accompanied the reports and all external correspondence in reaction to the reports. (Date Range for Record Search: From 10/01/2016 To 10/11/2017) Date Format is MM/DD/YYYY*

Applicant Type: Media  
Cross Government Number: N/A  
Request also directed to: CTZ,MAG  
Records Due: November 27, 2017  
Legislated Due Date: December 22, 2017  
IAO Contact: Chelsea Fern

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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. Then, return the form to the IAO by the Fee Estimate Due date noted above. 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. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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 the 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.

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;
- any other questions or concerns relating to this request.

Thank you for your assistance,



Chelsea Fern, FOI Analyst  
Central Agency Team  
Information Access Operations

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 5, 2017 4:31 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Gillies, Jessica FIN:EX  
**Subject:** RE: Consultations GCP-2017-73275/73276/73278 Due: December 5, 2017  
**Attachments:** 73275 - harms.pdf; 73276 - harms.pdf; 73278 - harms.pdf

Hi Kate and Jessica,

Here are our harms on the consults.<sup>s.13</sup>  
help decipher.

If any of the notes are unclear I'm happy to

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---


**From:** FOI Coordinator FIN:EX  
**Sent:** Tuesday, November 28, 2017 1:21 PM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** FW: Consultations GCP-2017-73275/73276/73278 Due: December 5, 2017

Hi Robyn,

Please see attached consults. Could you let me know ASAP if another area needs to review these documents for Harms? Mo Harms assessment is due by Tuesday, December 5, 2017.

Thank you!

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Boyd, Melissa FIN:EX  
**Sent:** Monday, November 27, 2017 3:47 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** Consultations GCP-2017-73275/73276/73278 Due: December 11, 2017

Hello,

Government Communications and Public Engagement received the following FOI requests from a Researcher:

1. GCP-2017-73275: All email, text messages, blackberry message, slack message, whatsapp messages, excluding attachments, sent or received by Matt Hannah. Limit email search to inbox and sent folders. (Date Range for Record Search: From 10/01/2017 To 10/06/2017)
2. GCP-2017-73276: All email, text messages, blackberry message, slack message, whatsapp messages, excluding attachments, sent or received by Tim Howlett. Limit email search to inbox and sent folders. (Date Range for Record Search: From 10/01/2017 To 10/06/2017)
3. GCP-2017-73278: All email, text messages, blackberry message, slack message, whatsapp messages, excluding attachments, sent or received by Alex MacDonald. Limit email search to inbox and sent folders. (Date Range for Record Search: From 10/01/2017 To 10/06/2017)

They identified the attached documents as responsive records and wish to get your views on disclosure. If you need help determining harms, please see the attached harms assessment or contact me directly. Please note that email attachments are not part of this request.

Your program area's response is due **December 11, 2017**.

Please advise if executive sign off is required.

If you are not able to respond by this date, we are required to continue processing this file without your recommendations.

---

### 1. Ministry Program Harms Assessment:

*Please indicate which applies:*

1. *There are no harms in these records. They can be released in full.*
2. *There are harms in releasing all of these records. They should be withheld in their entirety.*
3. *There are harms in portions of the records. Please give details so that IAO can apply the appropriate sections of FOIPPA. Please feel free to write directly on the attached records and send back to IAO. If you are unsure of why it is harmful please call the IAO to discuss the appropriate severing.*

Program Area Approval Authority:

*Name, Title, Program*

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### 2. IAO's review of harms assessment and recommendations on release

Comments/Recommendations:

*IAO will assess the program area's harms and recommend full release, withhold in its entirety or partial release.*

---

### 3. Ministry Executive approval for release

Comments/Recommendations:

*Please indicate which applies:*

1. *Approved for release with no changes.*
2. *Approved for release with the following changes... (insert changes).*
3. *Not approved for release and why.*

Ministry Executive (Delegated Signoff):

*Name, Title*

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Note that all general FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the [Open Information and Open Data Policy](#). Consultations from outside provincial public bodies are not published on the Open Information website.

#### Exercise of Discretion:

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the

head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

**Factors relevant to the exercise of discretion include:**

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

Thank you,

Melissa Boyd, FOI Analyst  
Health/Education Team  
Information Access Operations

## Spilker, Robyn FIN:EX

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**From:** Spilker, Robyn FIN:EX  
**Sent:** December 5, 2017 4:01 PM  
**To:** Reid, Heidi FIN:EX; Gillezeau, Rob FIN:EX; Henry, Molly FIN:EX  
**Subject:** Urgent for today: Call for Records FIN-2017-73771 Due November 27, 2017  
**Attachments:** Integrated Call for Records Form.pdf

Hi Rob, Heidi and Molly,

Here is the second request. As you can see the timeframe and search terms are the same, though the request is different.

By the end of today, please search your all records created from the date you started until Oct 11, 2017 using the following search terms. If you have any records that are responsive, please send them to me.

- bcl
- aml
- laundering

FIN minister has already been searched by the FOI unit.

Thanks,  
Robyn

### Robyn Spilker

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Monday, December 4, 2017 5:58 PM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Call for Records FIN-2017-73771 Due November 27, 2017

Hi Robyn,

We had submitted a fee estimate for this one but we are going ahead without a fee. Could the MO please perform your search ASAP and let us know if you have any responsive records? We are hoping to send the CFRs to IAO tomorrow or Wednesday if possible. Sorry for the short time frame.

Jessica Gillies  
Manager, FOI & Correspondence Unit | Ministry of Finance  
[FIN FOI SharePoint site](#)  
phone 778 698-9365

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**From:** Sanderson, Kristen [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Friday, November 10, 2017 12:51 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** Call for Records FIN-2017-73771 Due November 27, 2017

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*Regarding the quarterly reports to the Minister on implementation of the government's anti-money laundering strategy: All briefing notes and issues notes related to the reports. (Date Range for Record Search: From 10/01/2016 To 10/11/2017) Date Format is MM/DD/YYYY*

Applicant Type: Media  
Cross Government Number: N/A  
Request also directed to: MAG & CTZ  
Records Due: November 27, 2017  
Legislated Due Date: December 22, 2017  
IAO Contact: Chelsea Fern

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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. Then, return the form to the IAO by the Fee Estimate Due date noted above. 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. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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 the 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.

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;
- any other questions or concerns relating to this request.

Thank you for your assistance,

Chelsea Fern, FOI Analyst



## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 5, 2017 4:00 PM  
**To:** Gillezeau, Rob FIN:EX; Reid, Heidi FIN:EX; Henry, Molly FIN:EX  
**Cc:** Manton, Kim FIN:EX  
**Subject:** Urgent for today: Call for Records FIN-2017-73767 Records Due November 27, 2017  
**Attachments:** Integrated Call for Records Form.pdf

Hi Rob, Heidi and Molly,

I've been asked to coordinate a last minute FOI search at our office on two requests. The first request is below.

By the end of today, please search your all records created from the date you started until Oct 11, 2017 using the following search terms. If you have any records that are responsive, please send them to me.

- bclc
- aml
- laundering

FIN minister has already been searched by the FOI unit.

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Monday, December 4, 2017 5:58 PM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Call for Records FIN-2017-73767 Records Due November 27, 2017

Hi Robyn,

We had submitted a fee estimate for this one but we are going ahead without a fee. Could the MO please perform your search ASAP and let us know if you have any responsive records? We are hoping to send the CFRs to IAO tomorrow or Wednesday if possible. Sorry for the short notice.

Jessica Gillies  
Manager, FOI & Correspondence Unit | Ministry of Finance  
[FIN FOI SharePoint site](#)  
phone 778 698-9365

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**From:** Sanderson, Kristen [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Friday, November 10, 2017 12:47 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** Call for Records FIN-2017-73767 Records Due November 27, 2017

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*Regarding the quarterly reports to the Minister on implementation of the government's anti-money laundering strategy: All external correspondence that accompanied the reports and all external correspondence in reaction to the reports. (Date Range for Record Search: From 10/01/2016 To 10/11/2017) Date Format is MM/DD/YYYY*

Applicant Type: Media  
Cross Government Number: N/A  
Request also directed to: CTZ,MAG  
Records Due: November 27, 2017  
Legislated Due Date: December 22, 2017  
IAO Contact: Chelsea Fern

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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. Then, return the form to the IAO by the Fee Estimate Due date noted above. 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. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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 the 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.

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;
- any other questions or concerns relating to this request.

Thank you for your assistance,

Chelsea Fern, FOI Analyst



## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 4, 2017 12:26 PM  
**To:** Prisiak, Lisa PREM:EX  
**Cc:** Reid, Heidi FIN:EX; Gillezeau, Rob FIN:EX  
**Subject:** RE: eOICs: Duty Minister and Back Up - Dec 15 to Jan 2

Hi Lisa,

I can be the key contact for Dec 18-24. My contact information is below.

s.17 (work cell)  
s.22 (personal cell)

Thanks,  
Robyn

### Robyn Spilker

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---

**From:** Prisiak, Lisa PREM:EX  
**Sent:** Monday, December 4, 2017 11:59 AM  
**To:** McKnight, Valerie SDPR:EX; Tombs, Brenda SDPR:EX; Squance, Leah SDPR:EX; Ducker, Jayne SDPR:EX; Reid, Heidi FIN:EX; Spilker, Robyn FIN:EX; Henry, Molly FIN:EX; Gillezeau, Rob FIN:EX; Nanninga, Tanera AG:EX; Smith, George AG:EX; Godfrey, Sam AG:EX; Milne, Gala AG:EX; Wakeman, Michelle PSSG:EX; Harrison, Veronica PSSG:EX; Winstanley, Lori PSSG:EX; Lawson, Liam PSSG:EX; White, Christine MAH:EX; Djonlic, Matt MAH:EX; Gardea, Daniela MAH:EX; Ashbourne, Craig MAH:EX; Jackson, Lindsey B TRAN:EX; Stone, Lynne TRAN:EX; Perry, Alisma, TRAN:EX; Harder, Derrick TRAN:EX  
**Subject:** eOICs: Duty Minister and Back Up - Dec 15 to Jan 2

Seasons Greeting,

Cabinet Operations will be shut down as of the end of day **Dec 15 returning January 2** but OICs will continue to move along. Byron Plant and Doris Dardengo in the OIC office will be posting orders and coordinating signatures while staff are away in Cabinet Operations. I will have a better idea of how many OICs are expected closer to Dec 15<sup>th</sup>.

Below is the reminder for Primary Minister and back-up Minister on duty for e-OIC signing for the three week period. If there is conflict for the week, it is the Minister office's responsibility to find an alternate.

Please advise if the staff listed below are the best contacts for the holidays. At least one Ministerial Assistant contact is required. Also, I will require the cell numbers of each Minister should an emergency arise.

### Dec 18 – 24

#### Minister Simpson

- Val McKnight
- Brenda Tombs
- Leah Squance
- Jayne Ducker

**Minister James**

- Heidi Reid
- Robyn Spilker
- Molly Henry
- Rob Gillezeau

**Dec 25 – 31**

**Minister Eby**

- Tanera Nanninga
- Sam Godfrey
- George Smith
- Gala Milne

**Minister Trevena**

- Lindsey Jackson
- Lynne Stone
- Alisma Perry
- Derrick Harder

**Jan 1 – 7**

**Minister Farnworth**

- Michelle Wakeman
- Veronica Harrison
- Lori Winstanley
- Liam Lawson

**Minister Robinson**

- Christine White
- Matt Djonlic
- Daniela Gardea
- Craig Ashbourne

Kind regards,

*Lisa Prisiak*

OIC Coordinator

Cabinet Operations

250-387-5503

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 4, 2017 11:19 AM  
**To:** FOI Coordinator FIN:EX; Michell, Jennifer FIN:EX  
**Subject:** RE: Call for Records FIN-2017-73934 Records Due December 8, 2017

Hi Katie,

We searched FIN Minister for the request below and found no records. We used the following search terms and searched from 01/01/2017 to 04/09/2017 (as we only have records for 2017).

Search terms:

Dimitri Pantazopoulos  
Pantazopoulos  
Maple Leaf Strategies  
Pacific Newspaper Group  
Glacier Newspaper Group  
Black Press

All the MO staff records for this time period are archived within the Ministry.

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---


**From:** FOI Coordinator FIN:EX  
**Sent:** Monday, November 27, 2017 11:16 AM  
**To:** Spilker, Robyn FIN:EX; Michell, Jennifer FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Call for Records FIN-2017-73934 Records Due December 8, 2017

Hi Robyn and Jen,

Please see the below FOI Request. Please let me know ASAP if another program area should be contacted for this request. Should a fee estimate be necessary please have that to me by December 1, 2017. Otherwise please provide completed CFR, records package and harms assessment by December 8, 2017.

Thank you,

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Sanderson, Kristen [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Friday, November 24, 2017 1:59 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** Call for Records FIN-2017-73934 Records Due December 8, 2017

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*Relating to the Lobbyist Registry showing lobbying of the Office of the Premier, and Ministries of Environment, Finance, and Community, Sport and Cultural Development, by Dimitri Pantazopoulos of Maple Leaf Strategies, on behalf of Pacific Newspaper Group/Glacier Newspaper Group/Black Press: Any documents relating to this lobbying including but not limited to correspondence, emails, meeting requests, material sent prior to the meeting, material presented to or arising from the meeting including but not limited to minutes, emails, or information/briefing/decision notes. Ministerial, DM, ADM and ED levels only. (Date Range for Record Search: From 04/01/2015 To 04/09/2017) Date Format is MM/DD/YYYY*

Applicant Type: Media  
Cross Government Number: N/A  
Request also directed to: N/A  
Records Due: December 8, 2017  
Legislated Due Date: January 8, 2018  
IAO Contact: Brianna Coates

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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. Then, return the form to the IAO by the Fee Estimate Due date noted above. 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. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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 the 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.

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;
- any other questions or concerns relating to this request.

Thank you for your assistance,

Brianna Coates, FOI Analyst  
Central Agency Team  
Information Access Operations

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 4, 2017 8:24 AM  
**To:** Henry, Molly FIN:EX  
**Cc:** Gillezeau, Rob FIN:EX  
**Subject:** For Tuesday: Call for Records FIN-2017-73934 Records Due December 8, 2017  
**Attachments:** Integrated Call for Records Form - Copy.pdf

Hi Molly,

Hope you had a good weekend. Sending along the FOI request below. Can you search FIN Minister for correspondence that's responsive? Date range would be 01/01/2017..04/09/2017 since we only have records for 2017.

Search terms:

Dimitri Pantazopoulos  
Pantazopoulos  
Maple Leaf Strategies  
Pacific Newspaper Group  
Glacier Newspaper Group  
Black Press

Thanks for your help!  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---


**From:** FOI Coordinator FIN:EX  
**Sent:** Monday, November 27, 2017 11:16 AM  
**To:** Spilker, Robyn FIN:EX; Michell, Jennifer FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Call for Records FIN-2017-73934 Records Due December 8, 2017

Hi Robyn and Jen,

Please see the below FOI Request. Please let me know ASAP if another program area should be contacted for this request. Should a fee estimate be necessary please have that to me by December 1, 2017. Otherwise please provide completed CFR, records package and harms assessment by December 8, 2017.

Thank you,

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** Sanderson, Kristen [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Friday, November 24, 2017 1:59 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** Call for Records FIN-2017-73934 Records Due December 8, 2017

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*Relating to the Lobbyist Registry showing lobbying of the Office of the Premier, and Ministries of Environment, Finance, and Community, Sport and Cultural Development, by Dimitri Pantazopoulos of Maple Leaf Strategies, on behalf of Pacific Newspaper Group/Glacier Newspaper Group/Black Press: Any documents relating to this lobbying including but not limited to correspondence, emails, meeting requests, material sent prior to the meeting, material presented to or arising from the meeting including but not limited to minutes, emails, or information/briefing/decision notes. Ministerial, DM, ADM and ED levels only. (Date Range for Record Search: From 04/01/2015 To 04/09/2017) Date Format is MM/DD/YYYY*

Applicant Type: Media  
Cross Government Number: N/A  
Request also directed to: N/A  
Records Due: December 8, 2017  
Legislated Due Date: January 8, 2018  
IAO Contact: Brianna Coates

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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. Then, return the form to the IAO by the Fee Estimate Due date noted above. 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. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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 the 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.

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;
- any other questions or concerns relating to this request.

Thank you for your assistance,

Brianna Coates, FOI Analyst  
Central Agency Team  
Information Access Operations

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 1, 2017 1:53 PM  
**To:** FIN OPEN INFOGROUP FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: FIN - Approval needed by December 6 - October Calendar - James  
**Attachments:** James, Carole.pdf; Calendar Proactive Approval Form - October.docx

Good afternoon,

The calendar is approved for publication.

Thanks,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

---


**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, November 30, 2017 11:16 AM  
**To:** Spilker, Robyn FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: FIN - Approval needed by December 6 - October Calendar - James

Hi Robyn,

Please see attached sign off for the MO calendar due: December 6, 2017.

Thank you,

**Katie Grieve** | FOI Analyst  
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance  
[FIN FOI SharePoint site](#) | phone 778 698-4887 | email [katie.grieve@gov.bc.ca](mailto:katie.grieve@gov.bc.ca)

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**From:** FIN OPEN INFOGROUP FIN:EX  
**Sent:** Wednesday, November 29, 2017 12:44 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** FIN OPEN INFOGROUP FIN:EX  
**Subject:** FIN - Approval needed by December 6 - October Calendar - James

Thank you for sending your calendar(s) to Open Information for the month of October 2017. Your calendar(s) has been reviewed by an Open Information analyst and any information that required redaction has been removed.

**Please review and approve the attached redline version of your calendar(s).**

**Please reply to this email to FIN OPEN INFOGROUP ([Open.InfoGroup@gov.bc.ca](mailto:Open.InfoGroup@gov.bc.ca)) by December 6th, 2017 indicating your approval for publication. If you identify any redaction revisions, please indicate this in your email.**

**For your convenience, the attached approval form is available to you. Alternatively, you may indicate your approval by replying directly to this email.**

If you have any questions or concerns, please contact any member of the Open Information team directly or through reply to this email address.

Many thanks,

IAO Open Information Team

Ryan Schumm

Patrick Craib

Kara Beach

Neil Frelick

Matthew Prodan, A/Manager

## Spilker, Robyn FIN:EX

---

**From:** Spilker, Robyn FIN:EX  
**Sent:** December 1, 2017 9:12 AM  
**To:** 'candice.campbell@princerupert.ca'  
**Cc:** Minister, FIN FIN:EX; Gillezeau, Rob FIN:EX  
**Subject:** RE: Port Property Tax Act Report - City of Prince Rupert

Good morning Candice,

Thank you for the letter. I've provided a copy to Minister James.

Best regards,  
Robyn

**Robyn Spilker**  
Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-952-7627

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**From:** Minister, FIN FIN:EX  
**Sent:** Thursday, November 30, 2017 5:21 PM  
**To:** Spilker, Robyn FIN:EX; Gillezeau, Rob FIN:EX  
**Subject:** FW: Port Property Tax Act Report - City of Prince Rupert  
**Importance:** High

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**From:** Candice Campbell [<mailto:candice.campbell@princerupert.ca>]  
**Sent:** Thursday, November 30, 2017 4:55 PM  
**To:** Minister, FIN FIN:EX  
**Cc:** Lee Brain  
**Subject:** Port Property Tax Act Report - City of Prince Rupert  
**Importance:** High

Good Afternoon;

Please see attached from the City of Prince Rupert. The Mayor and Minister James had a phone call earlier today and the Minister would like this on her desk today or tomorrow.

If you have any questions, please don't hesitate to contact us.

Thanks and have a great evening.



**Candice Campbell**  
Executive Assistant  
*Administration*  
**CITY OF PRINCE RUPERT**  
Tel: (250) 627 0939 | Fax: (250) 627 0999



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