

Nix, Bernice FIN:EX

From: Benoit, Brad FIN:EX
Sent: January 14, 2019 3:19 PM
To: Funk, Richelle GCPE:EX
Cc: Khaira, Kally FIN:EX
Subject: RE: Request: Site visit Jan 21 or 22

Hi Richelle,

Sorry, didn't mean to cause any panic here. We would still be within the calendar ranges (1-5 day turn around was assumed for BC Mail and 1-5 day delivery with CP). We have control in our system as to when we generate and release the files to BC Mail and we'll still do so as per the calendar, we won't speed up or slowdown from those marks.

Thanks,
Brad Benoit
Office: 778.698.4202

From: Funk, Richelle GCPE:EX
Sent: Monday, January 14, 2019 3:00 PM
To: Benoit, Brad FIN:EX
Cc: Khaira, Kally FIN:EX
Subject: Re: Request: Site visit Jan 21 or 22

Hi all

Just jumping in right now is 'as soon as possible' greatly off the calendar that was provided?

We need to come to those dates as earlier provided because we are in market according to those dates.

R

Sent from my iPhone

On Jan 14, 2019, at 2:55 PM, Benoit, Brad FIN:EX <Brad.Benoit@gov.bc.ca> wrote:

Thanks Richelle,

So, Kally that would be the only exception to wanting things sent out as soon as possible. We'll let BC Mail know when those are generated that they need to be held and when they can expect to be sending them.

Thanks,
Brad Benoit
Office: 778.698.4202

From: Funk, Richelle GCPE:EX
Sent: Monday, January 14, 2019 2:46 PM
To: Benoit, Brad FIN:EX
Cc: Khaira, Kally FIN:EX

Subject: RE: Request: Site visit Jan 21 or 22
Importance: High

Sorry my cut and paste didn't take

Hi Brad,

This is back from my HQ:

Advertising in Nanaimo is based on the declaration letter and insert reaching property owners' mailboxes in Nanaimo around Feb. 13. Please keep to that schedule. Thank you, Kathryn

The mailing schedule that was provided a few weeks ago has been used to develop the media campaign, and so we need to ensure those dates/times are kept.

R

From: Benoit, Brad FIN:EX
Sent: January 14, 2019 2:23 PM
To: Funk, Richelle GCPE:EX <Richelle.Funk@gov.bc.ca>
Cc: Khaira, Kally FIN:EX <Kally.Khaira@gov.bc.ca>
Subject: FW: Request: Site visit Jan 21 or 22

Hi Richelle,

s.13

Thanks,
Brad Benoit
Office: 778.698.4202

From: Khaira, Kally FIN:EX
Sent: Monday, January 14, 2019 2:12 PM
To: Benoit, Brad FIN:EX
Subject: FW: Request: Site visit Jan 21 or 22

Brad, is this something you can answer?

I can't recall our last mailing day and does this change s.13 ?

Kally Khaira
Director, Annual Property Tax
t: 778.698.9536 | c: 250.893.7102

From: Michell, Tracy E CITZ:EX
Sent: January 14, 2019 2:10 PM
To: Khaira, Kally FIN:EX <Kally.Khaira@gov.bc.ca>

Cc: Benoit, Brad FIN:EX <Brad.Benoit@gov.bc.ca>; Galvin, Betty CITZ:EX <Betty.Galvin@gov.bc.ca>;
Frawley, Rachel RF CITZ:EX <Rachel.Frawley@gov.bc.ca>
Subject: RE: Request: Site visit Jan 21 or 22

Good afternoon Kally,

Either day can work, they preference would be Tuesday, before 930am or after 1pm.
Please let me know and I'll book the time.

Any expectations regarding daily deposits?

RE: Daily deposit

- Does the customer prefer this job be completed as close to the 7th as possible or is the preference to spread it out (make the last deposit to Canada Post on the 14th), for the call center?

As the file will be sent at 8pm every evening, is the expectation it go out in full the following business day or the second business day after the file is received?

This direction will guide our scheduling

Thank you/TM

*Please note new phone number: 778 698-9017

Tracy Michell | Assistant Director | BC Mail Plus | Shared Services BC
Ph: 778 698-9017 | **c:** 250-216-5370 | **e:** Tracy.Michell@gov.bc.ca | **m:** PO Box 9453, Stn Prov Gov, Victoria BC V8W 9V7 | **w:** www.gov.bc.ca/mailexpress

From: Khaira, Kally FIN:EX
Sent: Monday, January 14, 2019 11:52 AM
To: Michell, Tracy E CITZ:EX
Cc: Benoit, Brad FIN:EX; Galvin, Betty CITZ:EX
Subject: Request: Site visit Jan 21 or 22

Hi Tracy,

I am reaching out to you as I believe Betty is s.22 .

We would like to have a site visit either Jan 21st or 22nd as I believe you will begin mailing letters for the Speculation and Vacancy Tax. Can you let me know if January 21 or 22 work?

There will be approx. 4-5 PTB staff.

ty
Kally Khaira
Director, Annual Property Tax
Property Taxation Branch
Revenue Division, Ministry of Finance
t: 778.698.9536 | c: 250.893.7102

Nix, Bernice FIN:EX

From: Emery, Steven B FIN:EX
Sent: January 14, 2019 3:59 PM
To: Benoit, Brad FIN:EX
Cc: Lise, Sarah FIN:EX
Subject: RE: Nanaimo letters

Great. So I let GCPE know the following:

Yes, I can confirm that homeowners in Nanaimo will not receive the declaration letter/insert until the earliest February 13th.

Thanks!

Steven Emery

Executive Director, Property Taxation Branch

From: Benoit, Brad FIN:EX
Sent: January 14, 2019 3:36 PM
To: Emery, Steven B FIN:EX
Cc: Lise, Sarah FIN:EX
Subject: RE: Nanaimo letters

Hi Steven,

This is consistent with our planning, I talked to Richelle Funk about this earlier today to confirm that we will keep this schedule s.13. The reason to stay the course is that they are expecting the letters to be delivered after the 13th for marketing purposes.

Thanks,

Brad Benoit

Office: 778.698.4202

From: Emery, Steven B FIN:EX
Sent: Monday, January 14, 2019 3:28 PM
To: Benoit, Brad FIN:EX
Cc: Lise, Sarah FIN:EX
Subject: Nanaimo letters

Brad, what day is BC Mail releasing declaration letters for Nanaimo residents? s.13
s.13

I'm not sure if this is new

information or consistent with what we've been planning.

Thanks.

Steven Emery MPA, CPA, CMA

Executive Director, Property Taxation Branch
Revenue Division, Ministry of Finance

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Nix, Bernice FIN:EX

From: Benoit, Brad FIN:EX
Sent: January 18, 2019 1:55 PM
To: Kennedy, Cynthia FIN:EX
Subject: RE: SQR #21950 - SPT - Mark Nanaimo Declaration Letters as 'Not Ready'

Thanks Cynthia!

Brad Benoit
Office: 778.698.4202

From: Kennedy, Cynthia FIN:EX
Sent: Friday, January 18, 2019 1:54 PM
To: Benoit, Brad FIN:EX
Subject: RE: SQR #21950 - SPT - Mark Nanaimo Declaration Letters as 'Not Ready'

All 9 look good in BCP – Staged to 'Not Ready'. I'll make a note in the SQR.

I'm stepping out for a bit and will take a look at the other letters generated when I get back.

From: Benoit, Brad FIN:EX
Sent: January 18, 2019 1:41 PM
To: Kennedy, Cynthia FIN:EX
Subject: RE: SQR #21950 - SPT - Mark Nanaimo Declaration Letters as 'Not Ready'

Hi Cynthia,

Yes, that's expected. We generated them separately in BCS so they had different letter ids and declaration codes.

Thanks,
Brad Benoit
Office: 778.698.4202

From: Kennedy, Cynthia FIN:EX
Sent: Friday, January 18, 2019 1:38 PM
To: Benoit, Brad FIN:EX
Subject: RE: SQR #21950 - SPT - Mark Nanaimo Declaration Letters as 'Not Ready'

Hi Brad,

Are these 9 accounts supposed to have different letter numbers than the list below?

Letters				
Taxpayer Name	Account Type	Period	Letter	Mail Type
		31-Dec-2018	L1791760128	SPT Annual Outreach
		31-Dec-2018	L0146609920	SPT Annual Outreach
		31-Dec-2018	L1770010368	SPT Annual Outreach
		31-Dec-2018	L0704714496	SPT Annual Outreach
		31-Dec-2018	L0798758656	SPT Annual Outreach
		31-Dec-2018	L0148141824	SPT Annual Outreach
		31-Dec-2018	L0743339776	SPT Annual Outreach
		31-Dec-2018	L1194153728	SPT Annual Outreach
		31-Dec-2018	L1317459712	SPT Annual Outreach

From: brad.benoit@gov.bc.ca <brad.benoit@gov.bc.ca>

Sent: January 18, 2019 1:15 PM

To: Kennedy, Cynthia FIN:EX <Cynthia.Kennedy@gov.bc.ca>

Subject: SQR #21950 - SPT - Mark Nanaimo Declaration Letters as 'Not Ready'

Hi Cynthia,

I've run the job in BCP and have verified the letters. Can you take a look as well to double check? Should be able to see them all in letter search with the mail type, printed = no, and ready = no filtered. I'm going to start checking other letters we generated to make sure they look reasonable, could you do the same?

Thanks,
Brad

SQR 21950: SPT - Mark Nanaimo Declaration Letters as 'Not Ready'

Urgent Support Initiated SQR for Letters raised from GenTax Prod Support by Brad Benoit on Jan 18, 2019, Contact Person VICTOR.cjkenned.Preferred by Jan 18, 2019.

Migrated and assigned to VICTOR.cjkenned.

Logs

Created by VICTOR.bbenoit on Jan 18, 2019 10:53:02 AM

9 letters were added on Jan 17 with the city name of "Nanaimo". s.13, the requirements for the mail-out were to exclude the postal codes in the electoral district. However, several broad rural postal codes were still used beginning with 'V0' which generally speaking fall outside s.13. These letters will be caught before sending and marked as 'not-ready' in order to stop sending out anything addressed to Nanaimo or Protection Island.

This is ready to test in BCS, the letters there are as follows:

L0170768128
L1074517760
L0302610176
L1669084928
L1671329536
L0309671680
L1440806656
L0009309952
L0705722112

Status changed from Submitted to Accepted by VICTOR.bbenoit on Jan 18, 2019 10:53:08 AM

Status changed from Accepted to Requirements by VICTOR.bbenoit on Jan 18, 2019 10:53:12 AM

Status changed from Requirements to Development by VICTOR.bbenoit on Jan 18, 2019 10:53:15 AM

Status changed from Development to Ready to Test by VICTOR.bbenoit on Jan 18, 2019 10:53:18 AM

Assigned to VICTOR.cjkenned by VICTOR.bbenoit on Jan 18, 2019 10:53:18 AM

Email sent to Cynthia Kennedy <cynthia.kennedy@gov.bc.ca> by VICTOR.bbenoit on Jan 18, 2019 10:55:07 AM

To: cynthia.kennedy@gov.bc.ca

SQR #21950 - SPT - Mark Nanaimo Declaration Letters as 'Not Ready'

Hi Cynthia,

This is ready to test in BCS, I've run mail batching so we should also verify that other letters were printed as expected, nothing should have changed for anything else.

Thanks,
Brad

Comment by VICTOR.bbenoit on Jan 18, 2019 10:57:56 AM

Developer Unit testing:

Verified a letter is not picked up if it is already marked as not ready.

Verified a letter is not picked up if the letter is marked as invalid.

Verified a letter is not picked up if the letter is already printed.

Status changed from Ready to Test to Tested by VICTOR.cjkenned on Jan 18, 2019 11:20:02 AM

Tested successfully in BCS - all letters marked as "Not Ready".

Comment by VICTOR.cjkenned on Jan 18, 2019 1:09:57 PM

Tested the stage as 'Printed' successfully for all 9 letters. Displays as: Printed > Not Ready because of a rundate issue that would be impossible to happen in BCP.

Status changed from Tested to Migrated by VICTOR.bbenoit on Jan 18, 2019 1:11:35 PM

Email sent to Cynthia Kennedy <cynthia.kennedy@gov.bc.ca> by VICTOR.bbenoit on Jan 18, 2019 1:15:00 PM

To: cynthia.kennedy@gov.bc.ca

SQR #21950 - SPT - Mark Nanaimo Declaration Letters as 'Not Ready'

Hi Cynthia,

I've run the job in BCP and have verified the letters. Can you take a look as well to double check? Should be able to see them all in letter search with the mail type, printed = no, and ready = no filtered. I'm going to start checking other letters we generated to make sure they look reasonable, could you do the same?

Thanks,
Brad

Patriarche, Kerry FIN:EX

From: Emery, Steven B FIN:EX
Sent: January 14, 2019 3:59 PM
To: Gee, Susan GCPE:EX; Thomas, Dianne L FIN:EX
Subject: RE: PLEASE CONFIRM - no concerns: SVT and Nanaimo

Hi Sue. Yes, I can confirm that homeowners in Nanaimo will not receive the declaration letter/insert until the earlier February 13th.

Thanks.

Steven Emery
Executive Director, Property Taxation Branch

From: Gee, Susan GCPE:EX
Sent: January 14, 2019 2:53 PM
To: Emery, Steven B FIN:EX ; Thomas, Dianne L FIN:EX
Subject: Fw: PLEASE CONFIRM - no concerns: SVT and Nanaimo

s.13

Hi Dianne and Steven - Please see below.

s.13

From: Funk, Richelle GCPE:EX
Sent: Monday, January 14, 2019 2:44 PM
To: Gee, Susan GCPE:EX; LeSueur, Kathryn GCPE:EX; Finn, Heather GCPE:EX
Cc: Watt, Adrienne GCPE:EX; Zoeller, Sonja GCPE:EX; Peters, Melissa GCPE:EX
Subject: RE: PLEASE CONFIRM - no concerns: SVT and Nanaimo

Yep

On it

r

From: Gee, Susan GCPE:EX
Sent: January 14, 2019 2:42 PM
To: LeSueur, Kathryn GCPE:EX <Kathryn.LeSueur@gov.bc.ca>; Funk, Richelle GCPE:EX <Richelle.Funk@gov.bc.ca>; Finn, Heather GCPE:EX <Heather.Finn@gov.bc.ca>
Cc: Watt, Adrienne GCPE:EX <Adrienne.Watt@gov.bc.ca>; Zoeller, Sonja GCPE:EX <Sonja.Zoeller@gov.bc.ca>; Peters, Melissa GCPE:EX <Melissa.Peters@gov.bc.ca>
Subject: Re: PLEASE CONFIRM - no concerns: SVT and Nanaimo

Thanks KATHryn - Richelle, will you please let Rev Div know that we need to delay the release of the letters to
s.13 ? I am speaking to Dianne Thomas in a minute on the pages so will mention to her

as well, but if you could please connect with your contacts too that would be great. Let's make sure they all know - SG

From: LeSueur, Kathryn GCPE:EX
Sent: Monday, January 14, 2019 2:38 PM
To: Funk, Richelle GCPE:EX; Finn, Heather GCPE:EX
Cc: Watt, Adrienne GCPE:EX; Gee, Susan GCPE:EX; Zoeller, Sonja GCPE:EX; Peters, Melissa GCPE:EX
Subject: RE: PLEASE CONFIRM - no concerns: SVT and Nanaimo

Advertising in Nanaimo is based on the declaration letter and insert reaching property owners' mailboxes in Nanaimo around Feb. 13. Please keep to that schedule. Thank you, Kathryn

From: Funk, Richelle GCPE:EX
Sent: Monday, January 14, 2019 2:30 PM
To: Finn, Heather GCPE:EX; LeSueur, Kathryn GCPE:EX
Cc: Watt, Adrienne GCPE:EX; Gee, Susan GCPE:EX; Zoeller, Sonja GCPE:EX; Peters, Melissa GCPE:EX
Subject: PLEASE CONFIRM - no concerns: SVT and Nanaimo

Our program folks are exercising their diligence and caution.

They are ensuring this remains okay:

s.13

Thanks for your advice/confirmation.

Richelle

Patriarche, Kerry FIN:EX

From: Emery, Steven B FIN:EX
Sent: January 18, 2019 7:33 PM
To: Benoit, Brad FIN:EX
Cc: Lise, Sarah FIN:EX; Thyvold, Olav FIN:EX; Khaira, Kally FIN:EX
Subject: Re: Lantzville letters

Super. Thanks!!!

Sent from my iPhone

On Jan 18, 2019, at 6:53 PM, Benoit, Brad FIN:EX <Brad.Benoit@gov.bc.ca> wrote:

Thanks Steven, we have successfully held those letters and they will not be sent to BC Mail tonight.

Brad Benoit

Office: 778.698.4202

From: Emery, Steven B FIN:EX
Sent: Friday, January 18, 2019 6:14 PM
To: Benoit, Brad FIN:EX; Lise, Sarah FIN:EX
Cc: Thyvold, Olav FIN:EX; Khaira, Kally FIN:EX
Subject: Lantzville letters

Hi Brad. Thanks for the call. Yes, please hold the Lantzville letters until the Nanaimo mailout Feb 14.

Thanks

Steven Emery MPA, CPA, CMA
Executive Director, Property Taxation Branch
Revenue Division, Ministry of Finance

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Patriarche, Kerry FIN:EX

From: Galvin, Betty CITZ:EX
Sent: February 13, 2019 8:45 AM
To: Benoit, Brad FIN:EX
Cc: CITZ PSS BCMail MPPP; CITZ PSS BCMAIL DCS OPERATORS; Michell, Tracy E CITZ:EX; Frawley, Rachel RF CITZ:EX; Khaira, Kally FIN:EX; Emery, Steven B FIN:EX; Graboski, Anne FIN:EX; Lise, Sarah FIN:EX; Farris, Justin FIN:EX; Rozendal, Andrew FIN:EX
Subject: RE: Spec Tax - Nanaimo Files to Hold

Hi Brad,

Looks like CP is up and running again – no delays that we know of. Thanks! I will send the usual confirmation at the end of the day.

Betty

From: Benoit, Brad FIN:EX
Sent: Wednesday, February 13, 2019 8:36 AM
To: Galvin, Betty CITZ:EX
Cc: CITZ PSS BCMail MPPP; CITZ PSS BCMAIL DCS OPERATORS; Michell, Tracy E CITZ:EX; Frawley, Rachel RF CITZ:EX; Khaira, Kally FIN:EX; Emery, Steven B FIN:EX; Graboski, Anne FIN:EX; Lise, Sarah FIN:EX; Farris, Justin FIN:EX; Rozendal, Andrew FIN:EX
Subject: RE: Spec Tax - Nanaimo Files to Hold

Hi Betty,

These letters can be released to Canada Post for delivery. Do you know if we should be expecting a delay due to the weather?

Thanks,
Brad Benoit
Office: 778.698.4202

From: Galvin, Betty CITZ:EX
Sent: Monday, February 11, 2019 9:14 AM
To: Benoit, Brad FIN:EX
Cc: CITZ PSS BCMail MPPP; CITZ PSS BCMAIL DCS OPERATORS; Michell, Tracy E CITZ:EX; Frawley, Rachel RF CITZ:EX; Khaira, Kally FIN:EX; Emery, Steven B FIN:EX; Graboski, Anne FIN:EX; Lise, Sarah FIN:EX; Farris, Justin FIN:EX; Rozendal, Andrew FIN:EX
Subject: RE: Spec Tax - Nanaimo Files to Hold

Looks good! Thanks Brad!

Any other questions or concerns, please do not hesitate to contact me. Thank you.

Betty Wong Galvin | Production Coordinator | BC Mail Plus | Shared Services BC
Ph: 778-698-9898 | **e:** Betty.Galvin@gov.bc.ca | **m:** PO Box 9453 Stn Prov Govt, Victoria BC V8W 9V7 **w:** www.gov.bc.ca/mailservices



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From: Benoit, Brad FIN:EX

Sent: Monday, February 11, 2019 9:02 AM

To: Galvin, Betty CITZ:EX

Cc: CITZ PSS BC Mail MPPP; CITZ PSS BC MAIL DCS OPERATORS; Michell, Tracy E CITZ:EX; Frawley, Rachel RF CITZ:EX; Khaira, Kally FIN:EX; Emery, Steven B FIN:EX; Graboski, Anne FIN:EX; Lise, Sarah FIN:EX; Farris, Justin FIN:EX; Rozendal, Andrew FIN:EX

Subject: Spec Tax - Nanaimo Files to Hold

Hi Betty,

As promised here is a list of files that include the Nanaimo portion of the mailout we'll need held until Wednesday Feb 13. I will send an email on Wednesday indicating that they can be released to Canada Post. Please let me know if you have any questions in the meantime.

FISSPO_Feb.08.2019_390742016__Domestic.pdf
FIDSP0_Feb.08.2019_911507456__Domestic.pdf
FISSPO_Feb.08.2019_122306560__Domestic.pdf
FISSPO_Feb.08.2019_1732919296__Domestic.pdf
FISSPO_Feb.08.2019_1196048384__Domestic.pdf
FIDSPX_Feb.08.2019_1805697024__Domestic.pdf
FISSPO_Feb.08.2019_659177472__Domestic.pdf

Thanks,

Brad Benoit

Mail, Imaging, & Reports Lead

Tech Team Member

FAST Canadian Enterprises, Ltd

Revenue Transformation Project

Office: 778.698.4202

brad.benoit@gov.bc.ca