

Begin forwarded message:

From: Marie Della Mattia <s.22 >
Subject: Re: Signature Required General Service Agreement
Date: January 15, 2018 at 7:42:14 AM PST
To: "Stewart, Dawn M GCPE:EX" <Dawn.Stewart@gov.bc.ca>
Cc: "Lloyd, Evan GCPE:EX" <Evan.Lloyd@gov.bc.ca>

Hi Dawn

I'm at the leg precinct today in meetings until 4:30.

Could I come by your office or Evan's right after to sign the documents?

(Apologies for not getting to this Friday, s.22

Thanks
Marie

Please forgive typos and autocorrect errors

On Jan 12, 2018, at 3:48 PM, Stewart, Dawn M GCPE:EX <Dawn.Stewart@gov.bc.ca> wrote:

Hi Marie,

Please refer to the attached, and action accordingly.

If you have any questions please do not hesitate to contact me.

Thank you,

Dawn Stewart
Manager, Finance
Government Communications and Public Engagement
T: 250 356-8595
C: s.17

This email message, including any attachments, is confidential and is intended only for the use of the person or persons to whom it is addressed unless I have expressly authorized otherwise. If you have received this communication in error, please delete the message, including any attachments, and notify me immediately by email or telephone.

<GCPE Service Contractor Package Expenses.docx>

<GSA - C18GCPE37233 - M Della Mattia.docx>

<Appendix_1_-_Group_2_Rates_-_Travel_Expenses_for_Contractors.pdf>

<Travel Authorization Letter - Marie Della Mattia.doc>

Begin forwarded message:

From: Marie Della Mattia <s.22 >
Subject: Re: GST number
Date: January 29, 2018 at 2:53:56 PM PST
To: "Doidge, Tracey GCPE:EX" <Tracey.Doidge@gov.bc.ca>

Thanks Tracey - got my GST number all sorted out.

Thanks
Marie

Please forgive typos and autocorrect errors

On Jan 29, 2018, at 1:59 PM, Doidge, Tracey GCPE:EX <Tracey.Doidge@gov.bc.ca> wrote:

Hi Marie,

The Province does pay GST, we are not exempt.

I can't advise as to whether you would be required to charge/claim GST or not; you would have to contact Canada Revenue Agency for that information.

Hope that helps.

Thank you,

Tracey

From: Marie Della Mattia [<mailto:s.22>]

Sent: Monday, January 29, 2018 1:26 PM

To: Doidge, Tracey GCPE:EX

Subject: Fwd: GST number

Hi Tracey,

Got the bounce back from Dawn. Wondering if you could help me with the query below.

Thanks!

Marie

Begin forwarded message:

From: Marie Della Mattia <s.22 >

Subject: GST number

Date: January 29, 2018 at 1:20:51 PM PST

To: "Stewart, Dawn M Gcpe:Ex" <dawn.stewart@gov.bc.ca>

Hi Dawn,

Question for you regarding my contract.

Do I need a GST number to invoice the BC government?

I seem to recall that the province is GST exempt. But wasn't sure if I needed to have a number in order to exempt you.

s.22

So this is just something I'm figuring out now for you folks. If I need the GST number for your invoices, I'll get it. If not, I won't get one.

Based on the contract and work to date, I'd expect to exceed the 30,000 threshold for GST charging in projects for you folks. But when I looked online at the government of Canada site, it says that certain provincial services are exempt. Not sure if that applies to you folks.

Your advice is appreciated!

Thanks very much,

Marie

Marie Della Mattia
s.22

Marie Della Mattia
s.22

Begin forwarded message:

From: "Della Mattia, Marie PREM:EX" <Marie.DellaMattia@gov.bc.ca>
Subject: Fwd: Meeting with MSR
Date: January 16, 2018 at 1:07:10 PM PST
To: "Lloyd, Evan GCPE:EX" <Evan.Lloyd@gov.bc.ca>
Cc: "Zaharia, Sarah GCPE:EX" <Sarah.Zaharia@gov.bc.ca>

Just sending along all the bookings for MO sessions underway.

Looking for your advice on priorities and wanting to keep you all in the loop.

Thanks
Marie

Sent from my iPhone

Begin forwarded message:

From: "Ashbourne, Craig MAH:EX" <Craig.Ashbourne@gov.bc.ca<<mailto:Craig.Ashbourne@gov.bc.ca>>>
Date: January 15, 2018 at 10:12:10 AM PST
To: "Della Mattia, Marie PREM:EX"
<Marie.DellaMattia@gov.bc.ca<<mailto:Marie.DellaMattia@gov.bc.ca>>>
Subject: Meeting with MSR

Hi Marie,

Would you have time to have another meeting with MSR in advance of the budget and session starting? She found the last one very helpful around framing the local election finance changes. I'm holding time on February 7 in the afternoon right now if that might work – if not, let me know if there is another day that would work better for you.

Thanks,
Craig

Craig Ashbourne
Senior Ministerial Assistant
Minister of Municipal Affairs and Housing and responsible for Translink
s.17
E: craig.ashbourne@gov.bc.ca <<mailto:craig.ashbourne@gov.bc.ca>>

Begin forwarded message:

From: "Stewart, Dawn M GCPE:EX" <Dawn.Stewart@gov.bc.ca>
Subject: RE: Signature Required General Service Agreement
Date: January 15, 2018 at 8:37:41 AM PST
To: "Marie Della Mattia" <s.22>
Cc: "Lloyd, Evan GCPE:EX" <Evan.Lloyd@gov.bc.ca>

Hi Marie,

I will print all documents and leave with Evan for you to sign.

Thanks so much,
Dawn

From: Marie Della Mattia s.22]
Sent: Monday, January 15, 2018 7:42 AM
To: Stewart, Dawn M GCPE:EX
Cc: Lloyd, Evan GCPE:EX
Subject: Re: Signature Required General Service Agreement

Hi Dawn
I'm at the leg precinct today in meetings until 4:30.

Could I come by your office or Evan's right after to sign the documents?

(Apologies for not getting to this Friday, s.22

Thanks
Marie

Please forgive typos and autocorrect errors

On Jan 12, 2018, at 3:48 PM, Stewart, Dawn M GCPE:EX <Dawn.Stewart@gov.bc.ca> wrote:

Hi Marie,

Please refer to the attached, and action accordingly.

If you have any questions please do not hesitate to contact me.

Thank you,

Dawn Stewart
Manager, Finance
Government Communications and Public Engagement
T: 250 356-8595
s.17

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<GCPE Service Contractor Package Expenses.docx>
<GSA - C18GCPE37233 - M Della Mattia.docx>
<Appendix_1_-_Group_2_Rates_-_Travel_Expenses_for_Contractors.pdf>
<Travel Authorization Letter - Marie Della Mattia.doc>

Begin forwarded message:

From: Marie Della Mattia <s.22 >
Subject: Re: GST number
Date: January 29, 2018 at 2:54:14 PM PST
To: "Stewart, Dawn M GCPE:EX" <Dawn.Stewart@gov.bc.ca>

Copy thanks! Got my number now.

Please forgive typos and autocorrect errors

On Jan 29, 2018, at 1:37 PM, Stewart, Dawn M GCPE:EX <Dawn.Stewart@gov.bc.ca> wrote:

Hi,
The Province is not GST exempt.

Thanks
Dawn

Sent from my iPhone

On Jan 29, 2018, at 5:21 PM, Marie Della Mattia
<s.22 >> wrote:

Hi Dawn,

Question for you regarding my contract.

Do I need a GST number to invoice the BC government?

I seem to recall that the province is GST exempt. But wasn't sure if I needed to have a number in order to exempt you.

s.22

So this is just something I'm figuring out now for you folks. If I need the GST number for your invoices, I'll get it. If not, I won't get one.

Based on the contract and work to date, I'd expect to exceed the 30,000 threshold for GST charging in projects for you folks. But when I looked online at the government of Canada site, it says that certain provincial services are exempt. Not sure if that applies to you folks.

Your advice is appreciated!

Thanks very much,
Marie

Marie Della Mattia
s.22

Begin forwarded message:

From: Marie Della Mattia <s.22 >
Subject: Re: GCPE Signed Agreement
Date: January 22, 2018 at 2:01:21 PM PST
To: "Doidge, Tracey GCPE:EX" <Tracey.Doidge@gov.bc.ca>

Thanks Tracey!

Please forgive typos and autocorrect errors.

On Jan 22, 2018, at 4:51 PM, Doidge, Tracey GCPE:EX <Tracey.Doidge@gov.bc.ca> wrote:

Hi Marie,

Please find attached a fully signed agreement for your records.
Enjoy your day!!

Thank you,

Tracey Doidge
Financial Business Analyst
Government Communications and Public Engagement
T 250 356-7513

This email message, including any attachments, is confidential and is intended only for the use of the person or persons to whom it is addressed unless I have expressly authorized otherwise. If you have received this communication in error, please delete the message, including any attachments, and notify me immediately by email or telephone. Thank you.

<Scan_20180122.pdf>

Begin forwarded message:

From: Marie Della Mattia <s.22 >
Subject: Fwd: Background and message on ICBC
Date: January 29, 2018 at 11:18:44 AM PST
To: Evan Lloyd <evan.lloyd@gov.bc.ca>, "Gibbs, Robb Gcpe:Ex"
<Robb.Gibbs@gov.bc.ca>

FYI

Evan, I wouldn't mind a chat with you about this at some point.

Begin forwarded message:

From: Marie Della Mattia <s.22 >
Subject: Re: Background and message on ICBC
Date: January 29, 2018 at 11:15:00 AM PST
To: Sage Aaron

Hey Sage,
This is good stuff!

s.13

m.

Page 09 to/à Page 10

Withheld pursuant to/removed as

s.13

s.13

--
s.15

Begin forwarded message:

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Subject: GST number
Date: January 29, 2018 at 1:20:51 PM PST
To: "Stewart, Dawn M Gcpe:Ex" <dawn.stewart@gov.bc.ca>

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Question for you regarding my contract.

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I seem to recall that the province is GST exempt. But wasn't sure if I needed to have a number in order to exempt you.

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Marie Della Mattia
s.22

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To: "Stewart, Dawn M GCPE:EX" <Dawn.Stewart@gov.bc.ca>
Cc: "Lloyd, Evan GCPE:EX" <Evan.Lloyd@gov.bc.ca>

Thanks very much Dawn! Will do

M

Please forgive typos and autocorrect errors

On Jan 15, 2018, at 8:37 AM, Stewart, Dawn M GCPE:EX <Dawn.Stewart@gov.bc.ca> wrote:

Hi Marie,

I will print all documents and leave with Evan for you to sign.

Thanks so much,
Dawn

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<Appendix_1_-_Group_2_Rates_-_Travel_Expenses_for_Contractors.pdf>
<Travel Authorization Letter - Marie Della Mattia.doc>

Begin forwarded message:

From: "Clark, Layne PREM:EX" <Layne.Clark@gov.bc.ca>
Subject: EA Workshop: Jan 31 and Feb 1
Date: January 22, 2018 at 12:15:08 PM PST
To: "Oreck, Mira PREM:EX" <Mira.Oreck@gov.bc.ca>, "Hardin, Karl GCPE:EX" <Karl.Hardin@gov.bc.ca>, "Hannah, Matt GCPE:EX" <Matt.Hannah@gov.bc.ca>, "Aaron, Sage PREM:EX" <Sage.Aaron@gov.bc.ca>, "Parte, Maura PSA:EX" <Maura.Parte@gov.bc.ca>, "s.22" <[s.22](#)>
<[s.22](#)>

Hi Everyone,

Please see attached draft agenda for the Executive Assistant 2-day workshop in Victoria.

Please note your relative times and feel free to reach out to me if you have any input or concerns. I would like to send this to EA's as soon as possible.

Thanks,

Layne

From: Marie Della Mattia <s.22 >
Subject: Re: PR messaging
Date: January 11, 2018 at 6:25:02 PM PST
To: "Dewar, Bob PREM:EX" <Bob.Dewar@gov.bc.ca>

Hell yeah!
I'm in!

Please forgive typos and autocorrect errors

On Jan 11, 2018, at 5:14 PM, Dewar, Bob PREM:EX <Bob.Dewar@gov.bc.ca> wrote:

Hey Marie,

Here is my messaging suggestions. Can you take a look and let me know what you think.

Thanks,

Bob
<Document2.docx>
Begin forwarded message:

From: Marie Della Mattia <s.22 >
Subject: Re: EA meeting agenda
Date: January 22, 2018 at 2:26:20 PM PST
To: "Clark, Layne PREM:EX" <Layne.Clark@gov.bc.ca>

Hey Layne
Timing and content all good for me!

Do you have some time earlier in the week to touch base?

Or I could do This Thursday afternoon?

Thanks
M

Please forgive typos and autocorrect errors

On Jan 22, 2018, at 3:27 PM, Clark, Layne PREM:EX <Layne.Clark@gov.bc.ca> wrote:

Hi Marie,

I have sent you the agenda for the day. Please let me know if the time works for you. I am looking for the same presentation, but have given you a bit more time for a bit more discussion

with the EAs.

Happy to chat with you in advance about this as well.

Thanks!

Layne

-----Original Message-----

From: Marie Della Mattia [mailto:s.22
Sent: Friday, January 19, 2018 3:49 PM
To: Clark, Layne PREM:EX
Subject: EA meeting agenda

Hi Layne,
I noticed you've invited me for the whole day to the EA meetings.
Just wanted to confirm what time you actually needed me to present.
And double-check: you're still hoping I'll do the same thing I did for the MAs or did you have
some other concerns you wanted me to cover off?
Happy to do either!
Thanks!
Marie

Begin forwarded message:

From: Marie Della Mattia <s.22 >
Subject: Re: Do you need me to come by again today?
Date: January 31, 2018 at 12:19:29 PM PST
To: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>

No worries! Sorry for all the trouble I'm causing YOU!!

Thanks for all the help! This sounds like a great solution all around!

M

Please forgive typos and autocorrect errors

On Jan 31, 2018, at 12:11 PM, Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca> wrote:

I spoke with Finance and they've agreed since it's just 2 Travel Vouchers that I can do it
manually. So we should be ok. Sorry for all the trouble setting you up.

Elizabeth

-----Original Message-----

From: Marie Della Mattia [mailto:s.22]

Sent: Wednesday, January 31, 2018 12:06 PM

To: Parkinson, Elizabeth PREM:EX

Subject: Do you need me to come by again today?

Hey Elizabeth,

I'm meeting with EAs this afternoon by could pop around when I'm done.

Or come by tomorrow if that's better - just before or just after lunch?

I have a 12:30 date tomorrow but that's it.

Let me know what's best for you ... if you need me.

Thx!

M

Please forgive typos and autocorrect errors

Begin forwarded message:

From: Marie Della Mattia <s.22 >

Subject: Re: strategy session ideas

Date: January 24, 2018 at 11:37:48 AM PST

To: "Van Meer-Mass, Kate PREM:EX" <Kate.VanMeer-Mass@gov.bc.ca>

Thanks Kate!

s.13

s.13

I'll massage the proposed agenda a bit more and send you back another one so you can run it by Geoff or whoever else needs to be happy.

And if more ideas/needs come up, I'm happy to revise it further.

Did you want to meet up face to face early next week to sign off final? Or are we good?

Thanks
M

Please forgive typos and autocorrect errors

On Jan 24, 2018, at 2:20 PM, Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca> wrote:

Hi Marie,

Thanks for all of this.

s.13

Those are my initial two cents!

Kate

-----Original Message-----

From: Marie Della Mattia [<mailto:s.22>]
Sent: Tuesday, January 23, 2018 10:27 AM
To: Van Meer-Mass, Kate PREM:EX
Subject: strategy session ideas

Hey Kate,

Here's a sample agenda s.13
s.13

s.13

Looking forward working with you on this!

m.
s.22

Begin forwarded message:

From: Marie Della Mattia <s.22 >
Subject: Re: Do you need me to come by again today?
Date: January 31, 2018 at 12:19:29 PM PST
To: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>

No worries! Sorry for all the trouble I'm causing YOU!!

Thanks for all the help! This sounds like a great solution all around!

M

Please forgive typos and autocorrect errors

On Jan 31, 2018, at 12:11 PM, Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca> wrote:

I spoke with Finance and they've agreed since it's just 2 Travel Vouchers that I can do it manually. So we should be ok. Sorry for all the trouble setting you up.

Elizabeth

-----Original Message-----

From: Marie Della Mattia [<mailto:s.22>] |
Sent: Wednesday, January 31, 2018 12:06 PM
To: Parkinson, Elizabeth PREM:EX
Subject: Do you need me to come by again today?

Hey Elizabeth,

I'm meeting with EAs this afternoon by could pop around when I'm done.

Or come by tomorrow if that's better - just before or just after lunch?

s.22

Let me know what's best for you ... if you need me.

Thx!

M

Please forgive typos and autocorrect errors
Begin forwarded message:

From: Marie Della Mattia <s.22>
Subject: Re: a handout for tomorrow
Date: January 30, 2018 at 10:25:46 PM PST
To: "Clark, Layne PREM:EX" <Layne.Clark@gov.bc.ca>

Hey again Layne,

Would it be cool if I came at lunch time and stuck around through the afternoon??

Thanks!
M

Please forgive typos and autocorrect errors

On Jan 30, 2018, at 6:43 PM, Clark, Layne PREM:EX <Layne.Clark@gov.bc.ca> wrote:

Sure!

Layne

Sent from my iPhone

On Jan 30, 2018, at 6:43 PM, Marie Della Mattia
<s.22

>> wrote:

Hey Layne,
Would it help or hurt to hand out something like this after the presentation?
I did this originally for the MAs... don't see why the EAs couldn't have the same thing.
Do you?
m.

<Presentation to EAs.docx>

Marie Della Mattia
s.22

Begin forwarded message:

From: Marie Della Mattia <s.22 >
Subject: Strategy session
Date: January 25, 2018 at 4:08:32 PM PST
To: "Clark, Layne Prem:Ex" <layne.clark@gov.bc.ca>

Hey Layne,
Could you send me an invite for the session?
I thought it was 1 PM - 5 PM but want to be sure I'm revising the agenda correctly.

Thanks!
Marie

Begin forwarded message:

From: Marie Della Mattia <s.22 >
Subject: a handout for tomorrow
Date: January 30, 2018 at 6:42:55 PM PST
To: "Clark, Layne Prem:Ex" <layne.clark@gov.bc.ca>

Hey Layne,
Would it help or hurt to hand out something like this after the presentation?
I did this originally for the MAs... don't see why the EAs couldn't have the same thing.
Do you?
m.