

From: [Horlor, Shannon GCPE:EX](#)
To: [Ferguson, Stephanie GCPE:EX](#); [Smith, Mat GCPE:EX](#)
Cc: [Hardin, Karl GCPE:EX](#); [Thaw, Sara GCPE:EX](#)
Subject: BC Law Enforcement Memorial
Date: September 26, 2018 3:48:04 PM
Attachments: [20180930_SN_PJH_BC Law Enforcement Memorial finaldraft.docx](#)

Hi Stephanie and Mat,

Here are the unapproved speaking notes for the Premier's appearance at the BC Law Enforcement Memorial on Sunday.

Cheers,
Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#); [Thaw, Sara GCPE:EX](#)
Subject: FOR APPROVAL: UNESCO Chinatown
Date: September 11, 2018 1:56:33 PM
Attachments: [20180917 SN PJH UNESCO Designation DRAFT V3.docx](#)
[20180917 NR UNESCO Designation DRAFT V4.docx](#)
[20180917 QA PJH UNESCO Chinatown V1.docx](#)

Hi Danielle and Sara.

Here are the clean copies with your edits and the changes we spoke about for the NR. I also made the small changes from TAC (to “establishing” in the last paragraph before the Quick Facts in the NR and the addition of mentioning Minister Beare in the SNs). Let me know if those work for you.

I also have attached the QAs for a quick review. We missed those in the last go around.

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Cc: [Thaw, Sara GCPE:EX](#)
Subject: FOR REVIEW: Mid Autumn Roundtable SN and STM
Date: September 18, 2018 4:15:49 PM
Attachments: [20180918_SN_PJH_Mid Autumn Roundtable_V1.docx](#)
[20180924_STM_Mid Autumn Festival_V2.docx](#)

For your consideration...

QA and dinner remarks to follow tomorrow morning.

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Kingston, Charlotte PREM:EX](#); [Truong, Lele GCPE:EX](#)
Cc: [Dalzell, Danielle GCPE:EX](#)
Subject: FOR REVIEW: Mid-Autumn Statement
Date: September 19, 2018 10:51:43 AM
Attachments: [20180924_STM_Mid_Autumn_Festival_V2.docx](#)

Hello Charlotte and Lele.

I'm sending you the Premier's statement on the Mid-Autumn Festival for your quick review. We're are sending it to Sage at noon. As per Lele's advice, we are sending this on Friday morning. Lele, can you tell me if this will also be translated?

Thanks!
Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [McGregor, Cara GCPE:EX](#)
Cc: [Dalzell, Danielle GCPE:EX](#)
Subject: FOR REVIEW: Order of B.C. investiture and dinner remarks
Date: September 13, 2018 4:25:24 PM
Attachments: [20180920_BN_PJH_Order_of_BC_dinner_V1.docx](#)
[20180920_SN_PJH_Order_of_BC_Investiture_V2.docx](#)

Hi Cara.

Thought you might like to have a look at both these before they go over to Sage, if you have time. Danielle has also reviewed.

Thanks,
Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#); [Thaw, Sara GCPE:EX](#)
Subject: FOR REVIEW: Order of B.C. Investiture SN
Date: September 13, 2018 10:41:51 AM
Attachments: [20180920_SN_PJH_Order_of_BC_Investiture_V1.docx](#)

Morning!

Here are the brief notes for the investiture ceremony. I'm working on the 5 or 6 bullets for the dinner to have for you soon. They'll be similar if this one works.

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Subject: FOR REVIEW: Order of BC investiture and dinner
Date: September 13, 2018 3:07:43 PM
Attachments: [20180920_BN_PJH_Order_of_BC_dinner_V1.docx](#)
[20180920_SN_PJH_Order_of_BC_Investiture_V2.docx](#)

Hi Danielle,

Here is the latest version of the investiture notes with your changes/additions. Cara said to provide background on the recipients and 5 or 6 bullets as a jumping off point. Let me know if this works, content- and format-wise.

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [McGregor, Cara GCPE:EX](#)
Cc: [Dalzell, Danielle GCPE:EX](#)
Subject: FOR REVIEW: UNESCO materials
Date: September 12, 2018 12:10:27 PM
Attachments: [20180917 NR UNESCO Designation DRAFT V3.docx](#)
[20180917 QA PJH UNESCO Chinatown V1.docx](#)
[20180917 SN PJH UNESCO Designation DRAFT V4.docx](#)

Hi Cara

Here are the materials for the UNESCO announcement. Danielle has edited these too and TAC has also reviewed them.

Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Cc: [Thaw, Sara GCPE:EX](#)
Subject: FOR REVIEW: Vancouver Chinese Family Association dinner
Date: September 19, 2018 11:21:23 AM
Attachments: [20180918_SN_PJH_Chinese Family Assoc Dinner_V1.docx](#)

For your editing eyes.

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Cc: [Thaw, Sara GCPE:EX](#)
Subject: FW: Attendees for Saturday
Date: September 19, 2018 4:47:00 PM
Attachments: [image008.png](#)
[Premier's Visit Sept 22 2018 v1.docx](#)
[Key Messages.pdf](#)

These already went over to Amber, but I thought I'd FYI. The list is a bit too long to add to the SN. Should we add Queenie Choo from SUCCESS to the acknowledgements though?

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Kingston, Charlotte PREM:EX
Sent: Wednesday, September 19, 2018 3:07 PM
To: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>; McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>; Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: Fwd: Attendees for Saturday

Attendees for the round table and key messages from the group.

Sent from my Samsung Galaxy smartphone.

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

From: Queenie Choo <queenie.choo@success.bc.ca>
Date: 2018-09-19 1:44 PM (GMT-08:00)
To: "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>
Cc: Winnie Tam <winnie.tam@success.bc.ca>, "Banfield, Elena GCPE:EX" <Elena.Banfield@gov.bc.ca>, Sienna Wong <Sienna@success.bc.ca>
Subject: RE: Attendees for Saturday

Hi Charlotte and Elena,

Attached please find the following documents

1. Attendees and their affiliations/organizations for the respective meetings
2. Key messages from the ACSHN for the Roundtable.

Any questions, please feel free to contact me at 604.374.8624

Queenie Choo, RN, BScN, MN, HCapt(N)
Chief Executive Officer
T 604-408-7272 F 604-408-7234
E queenie.choo@success.bc.ca



S.U.C.C.E.S.S.
28 West Pender Street | Vancouver BC | V6B 1R6 | www.success.bc.ca
Celebrating 45 years of success: 1973-2018

From: Kingston, Charlotte PREM:EX [<mailto:Charlotte.Kingston@gov.bc.ca>]
Sent: Wednesday, September 19, 2018 11:44 AM
To: Queenie Choo <queenie.choo@success.bc.ca>
Cc: Winnie Tam <winnie.tam@success.bc.ca>; Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>; Sienna Wong <Sienna@success.bc.ca>
Subject: RE: Attendees for Saturday

Great! Thank you so much, and apologies for not including you in the email Sienna.

Queenie, PJH is disappointed that he is unable to attend the 45th anniversary event on Sept 30, but he would be very pleased to send greetings through Minister Ralston. The Minister will have those with him when he arrives.

From: Queenie Choo [<mailto:queenie.choo@success.bc.ca>]
Sent: Wednesday, September 19, 2018 10:51 AM
To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>
Cc: Winnie Tam <winnie.tam@success.bc.ca>; Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>; Sienna Wong <Sienna@success.bc.ca>
Subject: RE: Attendees for Saturday

Good morning Charlotte and Elena,
You read my mind. Sienna my assistant and I are working on this list and will send it to you shortly.

Queenie Choo, RN, BScN, MN, HCapt(N)
Chief Executive Officer
T 604-408-7272 F 604-408-7234
E queenie.choo@success.bc.ca



S.U.C.C.E.S.S.
28 West Pender Street | Vancouver BC | V6B 1R6 | www.success.bc.ca
Celebrating 45 years of success: 1973-2018

From: Kingston, Charlotte PREM:EX [<mailto:Charlotte.Kingston@gov.bc.ca>]
Sent: Wednesday, September 19, 2018 10:41 AM
To: Queenie Choo <queenie.choo@success.bc.ca>
Cc: Winnie Tam <winnie.tam@success.bc.ca>; Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>
Subject: Attendees for Saturday

Hi Queenie,

Could someone on your team please send me the list of people attending on Saturday? I need to share this with the Premier's scheduling team and security detail.

Thanks,
Charlotte

Charlotte Kingston,
Manager of Stakeholder Relations
Office of the Premier
Mobile: 604-816-7207

This message and its contents are confidential. If you received this message in error, do not distribute, use or rely upon it. Instead, please inform the sender and then delete it. Thank you.

This message and its contents are confidential. If you received this message in error, do not distribute, use or rely upon it. Instead, please inform the sender and then delete it. Thank you.

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Subject: FW: Autumn Festival Events
Date: September 13, 2018 4:31:17 PM

And looping you into to this update as well. Not sure what “a few words” consists of precisely. Maybe something like I just did for the OBC dinner with some background attached?

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Kingston, Charlotte PREM:EX
Sent: Thursday, September 13, 2018 4:29 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: FW: Autumn Festival Events

Yes, PJH will be asked to say a few words at the Chinese Family Association event.

From: Chen, Katrina MCF:EX
Sent: Thursday, September 13, 2018 3:57 PM
To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>
Cc: Sharma, Niki MCF:EX <Niki.Sharma@gov.bc.ca>
Subject: Re: Autumn Festival Events

Thanks so much Charlotte!

Yes I've let the organizer know that the Premier will potentially attend the event. I'm happy to confirm as they are thrilled even just to know that the Premier is interested in attending! Thanks so much!

Premier can go anytime before 6:30pm and will be asked to say a few words. Please let him know that while the name of the association is “Chinese Family Association”, most attendees are Taiwanese Canadian families. It's a casual dinner

I have an important child care event that evening a few blocks away, but I'm hoping to get to the dinner by 6:30pm. In case I'm running a little late, I'll ensure the organizers will have someone greet the Premier at the door.

Thanks!

Katrina

Sent from my iPhone

On Sep 13, 2018, at 11:56 AM, Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca> wrote:

Good morning MS Chen and Niki,

Congratulations on your whirlwind of recent childcare announcements! It has been so amazing to hear parents in my life talk about what a big difference the programs will make in their lives.

I want to check in on the Premier's attendance at the upcoming Vancouver Chinese Family Association's annual dinner on September 22. As you know, he is able to attend and looking forward to it. Has anyone from your team reached out to the Association to let them know he will be attending? If not, I am happy to do so, but I wanted to confer with you first about what you thought would be an appropriate role for him at the event.

Happy to discuss over the phone, **s.22**
s.22

Talk soon,
Charlotte

Charlotte Kingston,
Manager of Stakeholder Relations
Office of the Premier
Mobile: 604-816-7207

From: Chen, Katrina MCF:EX
Sent: Tuesday, August 7, 2018 1:03 PM
To: Van Meer-Mass, Kate PREM:EX
Subject: Re: Autumn Festival Events

Hi Kate,

The Vancouver Chinese Family Association's annual dinner will be on Saturday, Sept 22nd from 6:30-9pm at **s.15**

Premier is welcome to drop by anytime or join them for dinner if he has time. There will be around 200 attendees celebrating the Autumn Festival together - and it's also the organization's 25th anniversary.

The organization started 25 years ago with local families getting together for social and

community gatherings, mostly Taiwanese Canadians but also some families from Hong Kong and China. The current president is Theresa Chiu s.22
s.22

Thanks!

Katrina

Sent from my iPhone

On Aug 3, 2018, at 8:56 AM, Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca> wrote:

Great! Thank you. Any details you have would be great s.22
s.22

From: Chen, Katrina MCF:EX
Sent: Thursday, August 2, 2018 4:47 PM
To: Van Meer-Mass, Kate PREM:EX
Subject: Re: Autumn Festival Events

Hi Kate,

Thanks for the information. There is a Taiwanese/Chinese Family Association dinner happening during the event of the 22nd. I can try to confirm the location if the time may work - I'd assume the Premier can drop by anytime between 6 to 9pm.

I will keep you posted of other events.

Thanks,

Katrina

From: Van Meer-Mass, Kate PREM:EX

Sent: Tuesday, July 31, 2018 4:13 PM

To: Chen, Katrina MCF:EX; Kang, Anne HLTH:EX; Chow, George JTT:EX

Subject: Autumn Festival Events

Afternoon!

I am starting to put together the plans for the Autumn Festival in September. We have set aside the 22nd of September for events for the Premier and know of the Sing Tao dinner in the evening. I am wondering if you have any suggestions for other events during the day which the Premier should attend. We are also working on a roundtable for media on the 18th of September which of course you will be invited to. If you have any suggestions please let me know.

Kate

From: [Horlor, Shannon GCPE:EX](#)
To: [Carruthers, Dana GCPE:EX](#)
Cc: [Thaw, Sara GCPE:EX](#)
Subject: FW: CCSA and PJH on Sept 22
Date: September 19, 2018 10:59:06 AM

Here's some info on the Canadian Community Service Association that can be added to the BG please.

This just came this morning.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Kingston, Charlotte PREM:EX
Sent: Wednesday, September 19, 2018 9:46 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: CCSA and PJH on Sept 22

Hi Shannon,

PJH's scheduling team just passed along this invite that CCSA sent to PJH. It has some useful details about their work, and what they may wish to discuss when meeting with him. Thought it would be useful for your preparations. Sorry for not sending it earlier, I didn't know it existed until right now.

From: McLaren, Chris PREM:EX
Sent: Wednesday, September 19, 2018 9:36 AM
To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>
Subject: INFO Re: The appreciation from CCSA, and also hope to have meeting with Premier Horgan

Hello Charlotte, **Canadian Community Service Association**

Here is another invite on which we would appreciate your feedback. We were going to ask IGRS about it as well but wanted your advice regarding the necessity for PJH to meet.

Thanks for letting me know at your earliest convenience.

Cheers,

Chris



Christine McLaren, Scheduling Officer
Office of the Premier
250-387-1806

From: CCSA CANADA [<mailto:ccsacanada@gmail.com>]

Sent: Friday, September 7, 2018 9:16 PM

To: Horgan.MLA, John LASS:EX

Cc: McLaren, Chris PREM:EX

Subject: The appreciation from CCSA, and also hope to have meeting with Premier Horgan

Honourable John Horgan,

Firstly, please accept our sincere appreciation for your attendance of the 2018 Chinese Heritage cultural festival. Your attendance and speech showed us the attention and respect for the Chinese community and culture from the British Columbia Government, and also replied with the warm welcome and high praise from the Chinese community. It is also the encouragement for the CCSA to keep on our continue effort to organize the festival in the future, to do our best to contribute for the multicultural society of Canada, to enhance the communication and exchange between the people and all levels of government between Canada and China.

Just like what you have seen during the Chinese heritage cultural festival, CCSA committed to contribute for the multicultural society of Canada, promote the Chinese culture to the Canadian people. CCSA also organized the Spring Festival Gala, the Senior Feast, the Glory of Chinese Community Award Celebration every year and also organized the charity donation to the Canadian Red Cross, the local hospital foundation in Metro Vancouver, and the Pacific Autism Family Centre. CCSA cooperated with the Organizing Committee of the 2022 Winter Olympic Games to invite the Chinese runners to attend the 2018 Vancouver marathon to enhance the communication and cooperation in sports industry for both countries.

In later this year, CCSA will arrange the BC Chinese community delegation to pay visit to some of the Chinese Provincial and City governments, to creat more opportunities for cooperation in economy, culture, sports and technology between British Columbia and the Chinese local governments. Before our departure, the CCSA hope to have the opportunity to have meeting with you to hear your introduction and suggestions, to get your guidance and support to make success of the upcoming trip of the CCSA delegation. We also hope to take this opportunity to express our appreciation of your long term support for the CCSA and Chinese community.

Best Regards,

Harris Niu

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#); [Thaw, Sara GCPE:EX](#)
Subject: FW: FOR REVIEW: UNESCO materials
Date: September 12, 2018 2:42:19 PM
Attachments: [20180917 SN PJH UNESCO Designation DRAFT V4 CM.docx](#)
[20180917 NR UNESCO Designation DRAFT V5CM.docx](#)

I received Cara's edits and incorporated most into these attached docs. I've left the last few comments that I could use your opinions on. I can send you her original redlines if that helps too.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: McGregor, Cara GCPE:EX
Sent: Wednesday, September 12, 2018 2:10 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: RE: FOR REVIEW: UNESCO materials

Shaping up nicely. Tone is right on.

Here are my comments. A few questions arising from the NR.

Danielle will send up to Sage once it's ready for PO review and approval

Cara McGregor
Executive Director, Cabinet Priorities
Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

From: Horlor, Shannon GCPE:EX
Sent: September 12, 2018 12:10 PM
To: McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca>
Cc: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>
Subject: FOR REVIEW: UNESCO materials

Hi Cara

Here are the materials for the UNESCO announcement. Danielle has edited these too and TAC has also reviewed them.

Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Horlor, Shannon GCPE:EX
To: Carruthers, Dana GCPE:EX
Cc: Dalzell, Danielle GCPE:EX
Subject: FW: Materials needed for Autumn Festival
Date: September 17, 2018 8:45:34 AM

Here are the four clan association buildings PJH is visiting (see below), plus the fantastic background document I found on all the buildings: https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/our-history/historic-places/documents/heritage/chinese-legacy/clan-associations-pdfs/vancouver_clanassocandsocietybldgs_web_final.pdf

S.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Chang, Stephanie JTT:EX
Sent: Friday, September 14, 2018 5:06 PM
To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>; Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: RE: Materials needed for Autumn Festival

Hi Charlotte and Shannon,

The clan associations that Minister Chow has organized are as follows:

1. Lim Society (on Carrall St)
2. Chin Society (on Pender St)
3. Mah Association
4. Wong Association

He has made it clear to the associations that the Premier will have 15 minutes to tour the building and to take a photo at each stop.

Let me know if you need more information!

Thanks,
Stephanie

Stephanie Chang
Ministerial Assistant to the Honourable George Chow, Minister of State for Trade
Ministry of Jobs, Trade, and Technology
British Columbia Parliament Buildings | 501 Belleville St, Victoria, BC V8V 2L8
Stephanie.Chang@gov.bc.ca | Office: 250-387-9142 | Cell: 250-886-5442

From: Kingston, Charlotte PREM:EX
Sent: September 14, 2018 2:23 PM
To: Chang, Stephanie JTT:EX
Subject: FW: Materials needed for Autumn Festival

Hi Stephanie,

Cab Priorities needs to know what the 2nd clan association building is that the Premier will be visiting next week. Can you confirm what the two are? It's Freemasons and..?

From: Horlor, Shannon GCPE:EX
Sent: Friday, September 14, 2018 1:47 PM
To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>
Subject: RE: Materials needed for Autumn Festival

Hi Charlotte

I don't think I ever heard back from you as to what the second clan association building was going to be. Any word?

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Kingston, Charlotte PREM:EX
Sent: Monday, September 10, 2018 1:25 PM
To: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>
Cc: McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca>; Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>; Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>; Oreck, Mira PREM:EX <Mira.Oreck@gov.bc.ca>
Subject: RE: Materials needed for Autumn Festival

Hi folks,

Attached is the schedule for the day. Here are a few of the items we will likely need:

1. **Visit to SUCCESS and ACSHN roundtable:**
 - BNs from health and housing on any initiatives relevant to culturally sensitive seniors care (especially for Asian Canadian communities)
 - Attached is the original letter we received from SUCCESS to spark the visit and

roundtable

- Speaking notes for PJH to kick off the roundtable (3-5 min)
- FYI: We are planning to invite media to the tour of the seniors facility, but not to any other aspect of the day. A photographer has been requested for the full day, and the digital team plans to profile participants in the roundtable discussion

2. Visit to Clan Associations

- a. Not much for this. Minister Chow is arranging with the Clan buildings that PJH hasn't visited yet. It could be useful to do a quite background note for him on the clan buildings he has already visited (previous visit info attached; background of societies included), and a little bit about the ones he is going to. He will visit the Freemasons building, and MGC's team will let me know which other buildings he will visit by EOD today, and I will pass that along.

- i. The purpose of these visits is in connection to the work on the Chinese Canadian Museum so it may make sense to include a bit of info from TAC on the work that has already happened to catalogue the artifacts that are housed in clan association buildings.

- b. No speaking notes required

2. Visit to Richmond community associations

- a. Brief background on the organizations named in the itin could be helpful. Can someone give me a quick call on this one? I have some details that may be hard to relate via email.
- b. No speaking notes required.

3. Vancouver Chinese Family Association:

- a. I don't know much about this or PJH's role at it as it was suggested by MS Chen. Elena, would you typically connect with MS Chen's office on this? If not, I am happy to do so.

5. **Blog/Op-ed:** Our team is interested in generating an op-ed to be translated for Chinese language media because this day follows swiftly on the heels of the MOU signing re: Vancouver Chinatown UNESCO designation and BC Chinese Canadian Museum, and there would be much to reflect on that is specific to the Chinese community in time for their mid-autumn celebrations. Is this a possibility? It may be distinct from the planned op-ed for English language media, or it could be one and the same. Let me know your thoughts.

Dare we attempt to project manage this in our shared task workspace? I can create the project and add you all if you're interested!

Let me know if you need any further info,
Char

From: Dalzell, Danielle GCPE:EX

Sent: Monday, September 10, 2018 12:05 PM

To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>

Cc: McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca>; Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>; Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>

Subject: Materials needed for Autumn Festival

Hello Charlotte,

Could you send us a list of materials needed for the Autumn festival events?

We would like to get started as soon as possible.

Thank you!

Danielle

Danielle Dalzell

Director of Writing and Content Strategy | Cabinet Priorities | Government Communications and Public Engagement

Danielle.Dalzell@gov.bc.ca | 250-893-2096

Page 025 to/à Page 026

Withheld pursuant to/removed as

s.22

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Subject: FW: Speaking Notes
Date: September 14, 2018 12:17:47 PM
Attachments: [SN Emcee Chow UNESCO final.docx](#)
[Itinerary - UNESCO MOU Chinese Museum.docx](#)

FYI

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Rorison, Trish GCPE:EX
Sent: Friday, September 14, 2018 12:07 PM
To: Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>; Girn, Naveen <Naveen.Girn@vancouver.ca>; 'Wong, Baldwin' <baldwin.wong@vancouver.ca>
Cc: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: Speaking Notes

My versions of MLB and MGC speaking notes and itinerary.

Shannon – ok for you to share the latest version of PJH notes with the proviso that these are still draft? This is also for the Chinese translator so good to have the latest version of PJH notes if it's ok to share.

Trish

Trish Rorison | Communications Director
Government Communications & Public Engagement
B.C. Ministry of Tourism, Arts & Culture

Desk: 778-698-5398 | **Mobile:** 250.580.6723 | **email:** trish.rorison@gov.bc.ca

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Subject: FW: TAC Comms materials - UNESCO/ Chinese Museum event
Date: September 13, 2018 4:26:52 PM
Attachments: [SN MLB UNESCO Signing Draft.docx](#)
[Itinerary - UNESCO MOU Chinese Museum event DRAFT update Sept. 13.docx](#)
[Chinese Canadians in BC - MOU.PDF](#)
[KMQA UNESCO MOU Chinese Museum event.docx](#)

Just looping you in on this from TAC.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Rorison, Trish GCPE:EX
Sent: Thursday, September 13, 2018 4:00 PM
To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>
Cc: Newhook, Kelly TAC:EX <Kelly.Newhook@gov.bc.ca>; Ranjan, Ramesh TAC:EX <Ramesh.Ranjan@gov.bc.ca>; Jack, Carolyn GCPE:EX <Carolyn.Jack@gov.bc.ca>; Nesbitt, Rachel GCPE:EX <Rachel.Nesbitt@gov.bc.ca>; Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: TAC Comms materials - UNESCO/ Chinese Museum event

Hi Charlotte – wanted to make sure you had our materials to date. You are likely receiving other materials via:

Itinerary (note the change to have Larry Grant deliver a “Welcome Message” and not a blessing)
Latest MOU formatted (Chinese version to come)
MLB Notes (pending her approval)
KM/QA

I believe the News Release and the Premier’s Speaking Notes will be coming your way via GCPE Cabinet Priorities.

Trish

Trish Rorison | Communications Director
Government Communications & Public Engagement
B.C. Ministry of Tourism, Arts & Culture

Desk: 778-698-5398 | **Mobile:** 250.580.6723 | **email:** trish.rorison@gov.bc.ca

From: [Horlor, Shannon GCPE:EX](#)
To: [Kingston, Charlotte PREM:EX](#)
Cc: [Dalzell, Danielle GCPE:EX](#)
Subject: FW: UNESCO MOU/ Chinese Canadian Museum - Comms Materials
Date: September 4, 2018 1:30:16 PM
Attachments: [SN Emcee Chow UNESCO final.docx](#)
[ATT00001.htm](#)
[SN PJH UNESCO Signing final.docx](#)
[ATT00002.htm](#)
[QA UNESCO Chinatown.docx](#)
[ATT00003.htm](#)
[NR UNESCO DESIGNATION final.docx](#)
[ATT00004.htm](#)
[SN PJH UNESCO Signing final.docx](#)

Hi Charlotte

Here's the drafts provided by TAC. I haven't looked at them yet though.

I'll give you a call in a moment.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Dalzell, Danielle GCPE:EX
Sent: Tuesday, September 4, 2018 8:58 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: FW: UNESCO MOU/ Chinese Canadian Museum - Comms Materials

Draft materials for UNESCO Chinatown.

Danielle Dalzell
Director of Writing and Content Strategy | Cabinet Priorities | Government Communications and Public Engagement
Danielle.Dalzell@gov.bc.ca | 250-893-2096

From: McGregor, Cara GCPE:EX
Sent: Friday, August 31, 2018 6:16 PM
To: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>
Subject: Fwd: UNESCO MOU/ Chinese Canadian Museum - Comms Materials

Cara McGregor

Begin forwarded message:

From: "Kouri, Rosa GCPE:EX" <Rosa.Kouri@gov.bc.ca>
Date: August 31, 2018 at 5:58:02 PM PDT
To: "McGregor, Cara GCPE:EX" <Cara.McGregor@gov.bc.ca>
Subject: FW: UNESCO MOU/ Chinese Canadian Museum - Comms Materials

Hi Cara, I don't think I have this assignment, looked for who did on the CP assignments on Asana but no luck. Not urgent, but hoping you can forward to the right person.

Thanks and happy weekend!
Rosa

From: Rorison, Trish GCPE:EX
Sent: Friday, August 31, 2018 5:34 PM
To: Kouri, Rosa GCPE:EX <Rosa.Kouri@gov.bc.ca>
Cc: Jack, Carolyn GCPE:EX <Carolyn.Jack@gov.bc.ca>; Nesbitt, Rachel GCPE:EX <Rachel.Nesbitt@gov.bc.ca>
Subject: UNESCO MOU/ Chinese Canadian Museum - Comms Materials

Hi Rosa – attached are the draft materials for the UNESCO MOU event on Sept. 17. Included here are draft emcee notes for MGC, draft speaking notes for PJH, draft QA and draft NR.

Trish Rorison | Communications Director
Government Communications & Public Engagement
B.C. Ministry of Tourism, Arts & Culture

Desk: 778-698-5398 | **Mobile:** 250.580.6723 | **email:** trish.rorison@gov.bc.ca

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Subject: FW: UNESCO notes
Date: September 11, 2018 12:27:15 PM
Attachments: [20180917 NR UNESCO Designation DRAFT V3.docx](#)
[20180917 SN PJH UNESCO Chinatown DRAFT V2.docx](#)

This time, with the SN.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Rorison, Trish GCPE:EX
Sent: Tuesday, September 11, 2018 10:19 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>; Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>; Jack, Carolyn GCPE:EX <Carolyn.Jack@gov.bc.ca>
Subject: RE: UNESCO notes

Thanks Shannon – couple of things to suggestion.

1. Can we update this line to include MLB as well as this will be in her portfolio to implement and she will be responding to questions going forward. Suggested updates below:

s.13

2. This event is considered to be Mayor Robertson's last public event with PJH/ Province prior to the municipal elections **s.13**

s.13

For the News Release, I have a suggestion on language change before this goes up to PJH that I'm told by my deputy better reflects the preferred language for the Chinese Museum. I've included that in track changes and included the approved quote from Mayor Robertson.

From: Horlor, Shannon GCPE:EX
Sent: Tuesday, September 11, 2018 8:41 AM
To: Rorison, Trish GCPE:EX
Cc: Dalzell, Danielle GCPE:EX; Thaw, Sara GCPE:EX
Subject: UNESCO notes

Hi Trish

Here are the draft notes for the Premier, as promised. There may be some changes, but this gives you an idea.

Cheers,
Shannon

Shannon Horlor
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Subject: FW: UNESCO notes
Date: September 11, 2018 12:26:15 PM
Attachments: [20180917 NR UNESCO Designation DRAFT V3.docx](#)

For your edits.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Rorison, Trish GCPE:EX
Sent: Tuesday, September 11, 2018 10:19 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>; Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>; Jack, Carolyn GCPE:EX <Carolyn.Jack@gov.bc.ca>
Subject: RE: UNESCO notes

Thanks Shannon – couple of things to suggestion.

1. Can we update this line to include MLB as well as this will be in her portfolio to implement and she will be responding to questions going forward. Suggested updates below:

s.13

2. This event is considered to be Mayor Robertson's last public event with PJH/ Province prior to

the municipal elections. s.13
s.13

For the News Release, I have a suggestion on language change before this goes up to PJH that I'm told by my deputy better reflects the preferred language for the Chinese Museum. I've included that in track changes and included the approved quote from Mayor Robertson.

From: Horlor, Shannon GCPE:EX
Sent: Tuesday, September 11, 2018 8:41 AM
To: Rorison, Trish GCPE:EX
Cc: Dalzell, Danielle GCPE:EX; Thaw, Sara GCPE:EX
Subject: UNESCO notes

Hi Trish

Here are the draft notes for the Premier, as promised. There may be some changes, but this gives you an idea.

Cheers,
Shannon

Shannon Horlor
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Subject: FW: UPDATED - Itinerary - UNESCO MOU Chinese Museum
Date: September 14, 2018 1:48:24 PM
Attachments: [Itinerary - UNESCO MOU Chinese Museum.docx](#)

Sorry. Another update from Trish.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Rorison, Trish GCPE:EX
Sent: Friday, September 14, 2018 1:48 PM
To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>; Devereux, Rick GCPE:EX <Rick.Devereux@gov.bc.ca>; Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>; 'Wong, Baldwin' <baldwin.wong@vancouver.ca>; Kendall-Craden, Rena <Rena.Kendall-Craden@vancouver.ca>; Jack, Carolyn GCPE:EX <Carolyn.Jack@gov.bc.ca>; Nesbitt, Rachel GCPE:EX <Rachel.Nesbitt@gov.bc.ca>; Jonker, Brian TAC:EX <Brian.Jonker@gov.bc.ca>; Avison, Claire TAC:EX <Claire.Avison@gov.bc.ca>; Truong, Lele GCPE:EX <Lele.Truong@gov.bc.ca>; Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>; Chang, Stephanie JTT:EX <Stephanie.Chang@gov.bc.ca>; Ranjan, Ramesh TAC:EX <Ramesh.Ranjan@gov.bc.ca>; Ma, Helen <helen.ma@vancouver.ca>
Subject: UPDATED - Itinerary - UNESCO MOU Chinese Museum

Hi There – updated itinerary as discussed to include timing for translation. This will be included in the updated materials for MLB and MGC speaking notes as well. I'll share with Sarah Ling and others as requested.

Trish

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Cc: [Thaw, Sara GCPE:EX](#)
Subject: Mid Autumn docs
Date: September 19, 2018 10:42:55 AM

1. Speaking notes for the SUCCESS/ACSHN Roundtable (in Chinatown)
2. Speaking Notes for the Vancouver Chinese Family Association dinner (in Richmond)
3. Overarching QA covering the following topics:
 - BG on culturally appropriate seniors health care (Shannon)
 - BG on culturally appropriate seniors housing (Shannon)
 - BG on clan association buildings and cataloging artifacts for tour, in Chinatown (Dana)
 - BG on Richmond Associations for meeting: Canadian Chinese Association and The Canadian Community Service Association (Dana)
 - QA on Nanjing Massacre (Shannon)
4. Mid-Autumn Statement
5. Mid-Autumn Op-Ed (Sara - completed)

That's it!

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Subject: Mid-Autumn research pieces
Date: September 14, 2018 1:46:00 PM
Attachments: [FW Chinatown Tour.msg](#)

Hi Danielle

So here are the two event/tour items I could use some help with on background/QAs:

1. Visit to Clan Associations

- a. Not much for this. Minister Chow is arranging with the Clan buildings that PJH hasn't visited yet. It could be useful to do a quite background note for him on the clan buildings he has already visited (previous visit info attached; background of societies included), and a little bit about the ones he is going to. He will visit the Freemasons building, and MGC's team will let me know which other buildings he will visit by EOD today, and I will pass that along.
 - i. The purpose of these visits is in connection to the work on the Chinese Canadian Museum so it may make sense to include a bit of info from TAC on the work that has already happened to catalogue the artifacts that are housed in clan association buildings.

2. Visit to Richmond community associations

- a. Brief background on two organization PJH is visiting:
 - i. The Canadian Chinese Association (CACA): an umbrella organization representing Chinese associations registered in BC. Currently, it is composed of more than 100 associations.
 - ii. The Canadian Community Service Association: Richmond Chinese community association who hosted the Water Splash Festival at Swangard Stadium that the Premier attended in June. Minister Chow recommends this visit.

I've attached the email for the clan associations the Premier has visited, which Charlotte refers to above. I will email her to find out what the second building is now.

Does that make sense?

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Cc: [Thaw, Sara GCPE:EX](#)
Subject: Mid-Autumn STM clean copy
Date: September 19, 2018 12:14:36 PM
Attachments: [20180924 STM Mid Autumn Festival V3.docx](#)

Here's the clean copy ready to send to Sage. It's been seen by both Charlotte and Lele.

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Oreck, Mira PREM:EX](#); [Kingston, Charlotte PREM:EX](#)
Subject: Muharram statement
Date: September 5, 2018 10:16:13 AM
Attachments: [20180911_STM_PJH_Muharram_DRAFT_V2.docx](#)

Hi Mira and Charlotte

I've been asked to send this draft statement from the Premier on Muharram over to your office to have someone from the community take a look.

Thanks in advance,

Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#); [Thaw, Sara GCPE:EX](#)
Subject: Order of BC events
Date: September 14, 2018 3:15:34 PM
Attachments: [20180920_SN_PJH_Order_of_BC_Investiture_V3.docx](#)
[20180920_BN_PJH_Order_of_BC_dinner_V1.docx](#)

Hello.

Here are the clean copies of the SN for both the Order of B.C. investiture ceremony and the dinner, with Cara's edit.

Ready for Sage and Erin.

Thanks!

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Oreck, Mira PREM:EX](#)
Subject: PICS follow up
Date: September 24, 2018 10:29:19 AM

Hi Mira,

I'm just following up on our conversation from last week on the PICS fundraiser speech and if you received any information from this past weekend's roundtable that I should be aware of.

Thanks,
Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Subject: PICS speech discussion
Start: September 10, 2018 2:00:00 PM
End: September 10, 2018 2:10:00 PM
Location: your office

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#); [Thaw, Sara GCPE:EX](#)
Subject: PICS speech prep
Date: September 21, 2018 3:35:56 PM
Attachments: [20181006_Speech Prep Brief_PICS Fundraiser_DRAFT_SH.docx](#)

I'm still unsure if there is a speech prep session happening for this keynote or not, or what exactly is needed beyond SNs, but I completed a speech prep doc anyway. I was hoping one of you could take a look and let me know if this is correct. It's the first one I've done.

Thanks,
S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Aaron, Sage PREM:EX](#); [Bain, Don PREM:EX](#); [Copeland, Kimberly GCPE:EX](#); [Cox, Michael GCPE:EX](#); [Croft, Robyn J GCPE:EX](#); [Fort, Oriane GCPE:EX](#); [Gibbs, Robb GCPE:EX](#); [Hanuman, Heron GCPE:EX](#); [Hardin, Karl GCPE:EX](#); [Holmwood, Jen PREM:EX](#); [Kerr, Grant GCPE:EX](#); [Lloyd, Evan GCPE:EX](#); [Lowe, Mike GCPE:EX](#); [McGregor, Cara GCPE:EX](#); [McKillop, Colin GCPE:EX](#); [Stagg, Linda R GCPE:EX](#); [Zadravec, Don GCPE:EX](#)
Cc: [Thaw, Sara GCPE:EX](#); [Dalzell, Danielle GCPE:EX](#)
Subject: Premier's statement on Muharram (PREM 89411)
Date: September 10, 2018 3:49:56 PM
Attachments: [20180911_STM_PJH_Muharram_FINAL.docx](#)

Hello Editors.

Here is the Premier's statement on Muharram for distribution provincewide tomorrow at 8 a.m.

Thanks!

Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [GCPE Editors](#)
Cc: [Dalzell, Danielle GCPE:EX](#)
Subject: Premier's statement on the Mid-Autumn Festival (CC# 89414)
Date: September 20, 2018 9:16:41 AM
Attachments: [20180924_STM_Mid_Autumn_Festival_FINAL.docx](#)

Good morning editors!

Here is the Premier's statement on the Mid-Autumn Festival going Friday at 8 a.m. I believe we had some issues with the Chinese characters translating properly via the HUB last year. Can you confirm that they will display correctly this year? I can't remember how we ended up solving that issue.

Finals for approval to both Danielle and I, please.

Thanks!
Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Horlor, Shannon GCPE:EX
To: Kingston, Charlotte PREM:EX
Subject: RE: Attendees for Saturday
Date: September 19, 2018 3:27:23 PM
Attachments: image002.png

Thanks for this Charlotte

Any chance you are able to confirm attendance for the following people at the Chinese Family Association dinner: Minister Chen, Minister Chouhan and association president Theresa Chiu?

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Kingston, Charlotte PREM:EX
Sent: Wednesday, September 19, 2018 3:07 PM
To: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>; McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>; Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: Fwd: Attendees for Saturday

Attendees for the round table and key messages from the group.

Sent from my Samsung Galaxy smartphone.

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

From: Queenie Choo <queenie.choo@success.bc.ca>
Date: 2018-09-19 1:44 PM (GMT-08:00)
To: "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>
Cc: Winnie Tam <winnie.tam@success.bc.ca>, "Banfield, Elena GCPE:EX" <Elena.Banfield@gov.bc.ca>, Sienna Wong <Sienna@success.bc.ca>
Subject: RE: Attendees for Saturday

Hi Charlotte and Elena,

Attached please find the following documents

1. Attendees and their affiliations/organizations for the respective meetings
2. Key messages from the ACSHN for the Roundtable.

Any questions, please feel free to contact me at 604.374.8624

Queenie Choo, RN, BScN, MN, HCapt(N)
Chief Executive Officer
T 604-408-7272 F 604-408-7234
E queenie.choo@success.bc.ca



S.U.C.C.E.S.S.
28 West Pender Street | Vancouver BC | V6B 1R6 | www.success.bc.ca
Celebrating 45 years of success: 1973-2018

From: Kingston, Charlotte PREM:EX [<mailto:Charlotte.Kingston@gov.bc.ca>]
Sent: Wednesday, September 19, 2018 11:44 AM
To: Queenie Choo <queenie.choo@success.bc.ca>
Cc: Winnie Tam <winnie.tam@success.bc.ca>; Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>; Sienna Wong <Sienna@success.bc.ca>
Subject: RE: Attendees for Saturday

Great! Thank you so much, and apologies for not including you in the email Sienna.

Queenie, PJH is disappointed that he is unable to attend the 45th anniversary event on Sept 30, but he would be very pleased to send greetings through Minister Ralston. The Minister will have those with him when he arrives.

From: Queenie Choo [<mailto:queenie.choo@success.bc.ca>]
Sent: Wednesday, September 19, 2018 10:51 AM
To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>
Cc: Winnie Tam <winnie.tam@success.bc.ca>; Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>; Sienna Wong <Sienna@success.bc.ca>
Subject: RE: Attendees for Saturday

Good morning Charlotte and Elena,
You read my mind. Sienna my assistant and I are working on this list and will send it to you shortly.

Queenie Choo, RN, BScN, MN, HCapt(N)
Chief Executive Officer
T 604-408-7272 F 604-408-7234
E queenie.choo@success.bc.ca



S.U.C.C.E.S.S.
28 West Pender Street | Vancouver BC | V6B 1R6 | www.success.bc.ca
Celebrating 45 years of success: 1973-2018

From: Kingston, Charlotte PREM:EX [<mailto:Charlotte.Kingston@gov.bc.ca>]
Sent: Wednesday, September 19, 2018 10:41 AM
To: Queenie Choo <queenie.choo@success.bc.ca>
Cc: Winnie Tam <winnie.tam@success.bc.ca>; Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>
Subject: Attendees for Saturday

Hi Queenie,

Could someone on your team please send me the list of people attending on Saturday? I need to share this with the Premier's scheduling team and security detail.

Thanks,
Charlotte

Charlotte Kingston,
Manager of Stakeholder Relations
Office of the Premier
Mobile: 604-816-7207

This message and its contents are confidential. If you received this message in error, do not distribute, use or rely upon it. Instead, please inform the sender and then delete it. Thank you.

This message and its contents are confidential. If you received this message in error, do not distribute, use or rely upon it. Instead, please inform the sender and then delete it. Thank you.

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Subject: Re: Attendees for Saturday
Date: September 19, 2018 5:17:40 PM
Attachments: [image002.png](#)

Charlotte sent them to her.

Shannon Horlor

Writer | Writing and Content Strategy
Government Communications and Public Engagement
p: 250.812.6623

On Sep 19, 2018, at 5:04 PM, Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca> wrote:

When did these go over to Amber? Does Sage also have them? I am confused.

Danielle

From: Horlor, Shannon GCPE:EX
Sent: Wednesday, September 19, 2018 4:47 PM
To: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>
Cc: Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>
Subject: FW: Attendees for Saturday

These already went over to Amber, but I thought I'd FYI. The list is a bit too long to add to the SN. Should we add Queenie Choo from SUCCESS to the acknowledgements though?

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Kingston, Charlotte PREM:EX
Sent: Wednesday, September 19, 2018 3:07 PM
To: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>; McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>; Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: Fwd: Attendees for Saturday

Attendees for the round table and key messages from the group.

Sent from my Samsung Galaxy smartphone.

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

From: Queenie Choo <queenie.choo@success.bc.ca>
Date: 2018-09-19 1:44 PM (GMT-08:00)
To: "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>
Cc: Winnie Tam <winnie.tam@success.bc.ca>, "Banfield, Elena GCPE:EX" <Elena.Banfield@gov.bc.ca>, Sienna Wong <Sienna@success.bc.ca>
Subject: RE: Attendees for Saturday

Hi Charlotte and Elena,

Attached please find the following documents

1. Attendees and their affiliations/organizations for the respective meetings
2. Key messages from the ACSHN for the Roundtable.

Any questions, please feel free to contact me at 604.374.8624

Queenie Choo, RN, BScN, MN, HCapt(N)

Chief Executive Officer

T 604-408-7272 F 604-408-7234

E queenie.choo@success.bc.ca

<image001.jpg> <image002.png> <image003.jpg>

S.U.C.C.E.S.S.

28 West Pender Street | Vancouver BC | V6B 1R6 |
www.success.bc.ca

Celebrating 45 years of success: 1973-2018

From: Kingston, Charlotte PREM:EX [<mailto:Charlotte.Kingston@gov.bc.ca>]

Sent: Wednesday, September 19, 2018 11:44 AM

To: Queenie Choo <queenie.choo@success.bc.ca>

Cc: Winnie Tam <winnie.tam@success.bc.ca>; Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>; Sienna Wong <Sienna@success.bc.ca>

Subject: RE: Attendees for Saturday

Great! Thank you so much, and apologies for not including you in the email Sienna.

Queenie, PJH is disappointed that he is unable to attend the 45th anniversary event on Sept 30, but he would be very pleased to send greetings through Minister Ralston. The Minister will have those with him when he arrives.

From: Queenie Choo [<mailto:queenie.choo@success.bc.ca>]

Sent: Wednesday, September 19, 2018 10:51 AM

To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>

Cc: Winnie Tam <winnie.tam@success.bc.ca>; Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>; Sienna Wong <Sienna@success.bc.ca>

Subject: RE: Attendees for Saturday

Good morning Charlotte and Elena,

You read my mind. Sienna my assistant and I are working on this list and will send it to you shortly.

Queenie Choo, RN, BScN, MN, HCapt(N)

Chief Executive Officer

T 604-408-7272 F 604-408-7234

E queenie.choo@success.bc.ca

<image001.jpg> <image002.png> <image003.jpg>

S.U.C.C.E.S.S.

28 West Pender Street | Vancouver BC | V6B 1R6 |
www.success.bc.ca

Celebrating 45 years of success: 1973-2018

From: Kingston, Charlotte PREM:EX [<mailto:Charlotte.Kingston@gov.bc.ca>]

Sent: Wednesday, September 19, 2018 10:41 AM

To: Queenie Choo <queenie.choo@success.bc.ca>

Cc: Winnie Tam <winnie.tam@success.bc.ca>; Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>

Subject: Attendees for Saturday

Hi Queenie,

Could someone on your team please send me the list of people attending on Saturday? I need to share this with the Premier's scheduling team and security detail.

Thanks,
Charlotte

Charlotte Kingston,
Manager of Stakeholder Relations
Office of the Premier
Mobile: 604-816-7207

This message and its contents are confidential. If you received this message in error, do not distribute, use or rely upon it. Instead, please inform the sender and then delete it. Thank you.

This message and its contents are confidential. If you received this message in error, do not distribute, use or rely upon it. Instead, please inform the sender and then delete it. Thank you.

From: [Horlor, Shannon GCPE:EX](#)
To: [Kingston, Charlotte PREM:EX](#)
Subject: RE: Autumn Festival Events
Date: September 17, 2018 3:20:44 PM

Hi Charlotte

Do you have any more background information on the Vancouver Chinese Family Association beyond that they are celebrating 25 years of service? I can only find a Facebook page for them in Mandarin. Or should I connect with Katrina directly?

Thanks,
Shannon

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Kingston, Charlotte PREM:EX
Sent: Thursday, September 13, 2018 4:29 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: FW: Autumn Festival Events

Yes, PJH will be asked to say a few words at the Chinese Family Association event.

From: Chen, Katrina MCF:EX
Sent: Thursday, September 13, 2018 3:57 PM
To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>
Cc: Sharma, Niki MCF:EX <Niki.Sharma@gov.bc.ca>
Subject: Re: Autumn Festival Events

Thanks so much Charlotte!

Yes I've let the organizer know that the Premier will potentially attend the event. I'm happy to confirm as they are thrilled even just to know that the Premier is interested in attending! Thanks so much!

Premier can go anytime before 6:30pm and will be asked to say a few words. Please let him know that while the name of the association is "Chinese Family Association", most attendees are Taiwanese Canadian families. It's a casual dinner

I have an important child care event that evening a few blocks away, but I'm hoping to get to the dinner by 6:30pm. In case I'm running a little late, I'll ensure the organizers will have someone greet

the Premier at the door.

Thanks!

Katrina

Sent from my iPhone

On Sep 13, 2018, at 11:56 AM, Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca> wrote:

Good morning MS Chen and Niki,

Congratulations on your whirlwind of recent childcare announcements! It has been so amazing to hear parents in my life talk about what a big difference the programs will make in their lives.

I want to check in on the Premier's attendance at the upcoming Vancouver Chinese Family Association's annual dinner on September 22. As you know, he is able to attend and looking forward to it. Has anyone from your team reached out to the Association to let them know he will be attending? If not, I am happy to do so, but I wanted to confer with you first about what you thought would be an appropriate role for him at the event.

Happy to discuss over the phone, **s.22**
s.22

Talk soon,
Charlotte

Charlotte Kingston,
Manager of Stakeholder Relations
Office of the Premier
Mobile: 604-816-7207

From: Chen, Katrina MCF:EX
Sent: Tuesday, August 7, 2018 1:03 PM
To: Van Meer-Mass, Kate PREM:EX
Subject: Re: Autumn Festival Events

Hi Kate,

The Vancouver Chinese Family Association's annual dinner will be on Saturday, Sept

22nd from 6:30-9pm at s.15

Premier is welcome to drop by anytime or join them for dinner if he has time. There will be around 200 attendees celebrating the Autumn Festival together - and it's also the organization's 25th anniversary.

The organization started 25 years ago with local families getting together for social and community gatherings, mostly Taiwanese Canadians but also some families from Hong Kong and China. The current president is Theresa Chiu s.22
s.22

Thanks!

Katrina

Sent from my iPhone

On Aug 3, 2018, at 8:56 AM, Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca> wrote:

Great! Thank you. Any details you have would be great. s.22
s.22

From: Chen, Katrina MCF:EX
Sent: Thursday, August 2, 2018 4:47 PM
To: Van Meer-Mass, Kate PREM:EX
Subject: Re: Autumn Festival Events

Hi Kate,

Thanks for the information. There is a Taiwanese/Chinese Family Association dinner happening during the event of the 22nd. I can try to confirm the location if the time may work - I'd assume the Premier can drop by anytime between 6 to 9pm.

I will keep you posted of other events.

Thanks,

Katrina

From: Van Meer-Mass, Kate PREM:EX
Sent: Tuesday, July 31, 2018 4:13 PM
To: Chen, Katrina MCF:EX; Kang, Anne HLTH:EX; Chow, George JTT:EX
Subject: Autumn Festival Events

Afternoon!

I am starting to put together the plans for the Autumn Festival in September. We have set aside the 22nd of September for events for the Premier and know of the Sing Tao dinner in the evening. I am wondering if you have any suggestions for other events during the day which the Premier should attend. We are also working on a roundtable for media on the 18th of September which of course you will be invited to. If you have any suggestions please let me know.

Kate

From: [Horlor, Shannon GCPE:EX](#)
To: [McGregor, Cara GCPE:EX](#)
Subject: RE: Background info format
Date: September 5, 2018 2:09:12 PM
Attachments: [BC Fed Executive Officers BG draft SH.docx](#)

So here's a revised and edited down version. Am I missing anything?

S.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: McGregor, Cara GCPE:EX
Sent: Friday, August 31, 2018 9:00 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: RE: Background info format

Hi Shannon,

I think you're on the right track.

In terms of format, I don't have a lot of these speech overview docs from the past, but what I could find I stored on the LAN:

Cabinet Priorities - Restricted\0 - Reference\+Office of the Premier\Speeches\Speech Overview

I would turn your URL/Links section into a very brief "campaign priorities" section.

For the table officers, use the existing table I created earlier this year for this audience. There shouldn't have been any changes to the lineup but have a quick check-against to make sure.

Cara

From: Horlor, Shannon GCPE:EX
Sent: Wednesday, August 29, 2018 8:31 AM
To: McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca>
Subject: Background info format

Good morning Cara.

I'm working on gathering the background on the BC Fed Officers speech for you and I just wanted to check that I'm on the right track in terms of content you need and format you'd

prefer.

I've attached what I've done so far. Let me know if this works or if you were looking for more/less/something different. I want to make sure this works best for you.

Also, I moved the due date from last week **s.22** to today. Let me know if I have more time. I assumed you were busy writing for UBCM the last couple days.

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Nash, Amber PREM:EX](#)
Subject: RE: Backgrounders to support Saturdays stops
Date: September 19, 2018 11:05:55 AM

That looks like my list, yes.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Nash, Amber PREM:EX
Sent: Wednesday, September 19, 2018 11:04 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: RE: Backgrounders to support Saturdays stops

Thanks Shannon – confirming the 4 clan associations are the following:

Lim Society
Wong's Benevolent Association
Chin Society (on Pender St)
Mah Association

A

From: Horlor, Shannon GCPE:EX
Sent: Wednesday, September 19, 2018 11:02 AM
To: Kingston, Charlotte PREM:EX; Nash, Amber PREM:EX; McLaren, Chris PREM:EX
Cc: Dalzell, Danielle GCPE:EX
Subject: RE: Backgrounders to support Saturdays stops

Hi Amber

Here's what we will have backgrounders on for you today:

- culturally appropriate seniors health care
- culturally appropriate seniors housing
- four clan association buildings in Chinatown
- Richmond Associations for meeting: Canadian Chinese Association and The Canadian Community Service Association
- QA on Nanjing Massacre petition

If there isn't anything covered by this list, perhaps we can ask the shops.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Kingston, Charlotte PREM:EX
Sent: Wednesday, September 19, 2018 10:54 AM
To: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>; Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>; McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Cc: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: Re: Backgrounders to support Saturdays stops

Hey Amber,

Shannon at Cab priorities is working on all this material. We've been in touch about all the orgs, and I just sent her the invite from CCSA when Chris sent it my way this morning.

Looping in Shannon.

Sent from my Samsung Galaxy smartphone.

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

From: "Nash, Amber PREM:EX" <Amber.Nash@gov.bc.ca>
Date: 2018-09-19 10:50 AM (GMT-08:00)
To: "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>
Cc: "McLaren, Chris PREM:EX" <Chris.McLaren@gov.bc.ca>
Subject: Backgrounders to support Saturdays stops

Hi Charlotte,

Before we request these through Ministry offices, I wanted to check to see if you are preparing or have request backgrounders on the following organizations to support the Premier's events on Saturday?

SUCCESS Seniors Complex

Lim Society

Wong's Benevolent Association

Chin Society (on Pender St)

Mah Association

Canadian Alliance of Chinese Associations** this association requested a meeting with PJH – would like to have supporting materials that reflect the issues they wished to discuss. (support for

upcoming trip to China)
Canadian Community Service Association **

Amber

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Cc: [Thaw, Sara GCPE:EX](#)
Subject: RE: FOR APPROVAL: UNESCO Chinatown
Date: September 12, 2018 11:35:52 AM

s.13

I'll send to Cara for a look.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Dalzell, Danielle GCPE:EX
Sent: Wednesday, September 12, 2018 11:25 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>
Subject: RE: FOR APPROVAL: UNESCO Chinatown

These are perfect. Are they good by TAC?

Perhaps send to Cara for a look. And then I will send up to PO for approval to and copy you.

Danielle Dalzell
Director of Writing and Content Strategy | Cabinet Priorities | Government Communications and
Public Engagement
Danielle.Dalzell@gov.bc.ca | 250-893-2096

From: Horlor, Shannon GCPE:EX
Sent: Wednesday, September 12, 2018 10:53 AM
To: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>
Cc: Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>
Subject: RE: FOR APPROVAL: UNESCO Chinatown

I changed around the order and added your suggestions. I'm also including the QAs and NR in case this is good to send up to Sage and Erin as a package.

S.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Dalzell, Danielle GCPE:EX
Sent: Tuesday, September 11, 2018 4:59 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>
Subject: RE: FOR APPROVAL: UNESCO Chinatown

Looks good.

Just a couple more changes to the speaking notes.

s.13

Thed it should be good.

Thank you!

Danielle Dalzell
Director of Writing and Content Strategy | Cabinet Priorities | Government Communications and
Public Engagement
Danielle.Dalzell@gov.bc.ca | 250-893-2096

From: Horlor, Shannon GCPE:EX
Sent: Tuesday, September 11, 2018 1:57 PM
To: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>; Thaw, Sara GCPE:EX
<Sara.Thaw@gov.bc.ca>
Subject: FOR APPROVAL: UNESCO Chinatown

Hi Danielle and Sara.

Here are the clean copies with your edits and the changes we spoke about for the NR. I also made the small changes from TAC (to “establishing” in the last paragraph before the Quick

Facts in the NR and the addition of mentioning Minister Beare in the SNs). Let me know if those work for you.

I also have attached the QAs for a quick review. We missed those in the last go around.

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Cc: [Thaw, Sara GCPE:EX](#)
Subject: RE: FOR APPROVAL: UNESCO Chinatown
Date: September 12, 2018 10:52:33 AM
Attachments: [20180917 SN PJH UNESCO Designation DRAFT V4.docx](#)
[20180917 NR UNESCO Designation DRAFT V4.docx](#)
[20180917 QA PJH UNESCO Chinatown V1.docx](#)

I changed around the order and added your suggestions. I'm also including the QAs and NR in case this is good to send up to Sage and Erin as a package.

S.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Dalzell, Danielle GCPE:EX
Sent: Tuesday, September 11, 2018 4:59 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>
Subject: RE: FOR APPROVAL: UNESCO Chinatown

Looks good.

Just a couple more changes to the speaking notes.

s.13

Thed it should be good.

Thank you!

Danielle Dalzell
Director of Writing and Content Strategy | Cabinet Priorities | Government Communications and Public Engagement

From: Horlor, Shannon GCPE:EX

Sent: Tuesday, September 11, 2018 1:57 PM

To: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>; Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>

Subject: FOR APPROVAL: UNESCO Chinatown

Hi Danielle and Sara.

Here are the clean copies with your edits and the changes we spoke about for the NR. I also made the small changes from TAC (to “establishing” in the last paragraph before the Quick Facts in the NR and the addition of mentioning Minister Beare in the SNs). Let me know if those work for you.

I also have attached the QAs for a quick review. We missed those in the last go around.

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [McGregor, Cara GCPE:EX](#); [Thaw, Sara GCPE:EX](#)
Subject: RE: FOR REVIEW: BC Law Enforcement Memorial ceremony
Date: September 26, 2018 3:31:33 PM

Thank you!

Is this version okay to send to Digital, Sara?

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: McGregor, Cara GCPE:EX
Sent: Wednesday, September 26, 2018 3:18 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>; Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>
Subject: RE: FOR REVIEW: BC Law Enforcement Memorial ceremony

Hi Shannon,

I have applied some edits to your speech copy to reduce the word count and deepen the impact of these words.

I also removed the bullets at the start of sentences because Sara told me that we are getting away from those (if they aren't a bulleted list)

Copy attached for your info.

Cara

From: Horlor, Shannon GCPE:EX
Sent: September 26, 2018 12:34 PM
To: Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>
Cc: McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca>
Subject: FOR REVIEW: BC Law Enforcement Memorial ceremony

Hi all.

Not sure who has time to take a look at this draft, so I'm sending it to you both.

I only looked at the resources Sara provided, along with the Firefighters Conference speech and Paramedic ride along notes (both in the spring of this year). There was a mention of the ceremony for Cst. Jordan on Sunday in the news recently, which is why that was added.

Let me know if this works.

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [McGregor, Cara GCPE:EX](#); [Thaw, Sara GCPE:EX](#)
Subject: RE: FOR REVIEW: BC Law Enforcement Memorial Speaking Notes
Date: September 27, 2018 8:35:51 AM

Will do.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: McGregor, Cara GCPE:EX
Sent: Thursday, September 27, 2018 8:29 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>; Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>
Subject: FW: FOR REVIEW: BC Law Enforcement Memorial Speaking Notes

FYI – can you please send updated copies to the digital team and file on LAN?

Thanks,
Cara

Cara McGregor
Executive Director, Cabinet Priorities
Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

From: Aaron, Sage PREM:EX
Sent: September 26, 2018 9:51 PM
To: McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca>
Cc: Richards, Erin PREM:EX <Erin.Richards@gov.bc.ca>; Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>
Subject: RE: FOR REVIEW: BC Law Enforcement Memorial Speaking Notes

Made a few changes to the copy and formatting. Can explain copy changes on request.

Sage
778-678-0832

From: McGregor, Cara GCPE:EX
Sent: Wednesday, September 26, 2018 3:20 PM
To: Aaron, Sage PREM:EX

Cc: Richards, Erin PREM:EX; Nash, Amber PREM:EX
Subject: FOR REVIEW: BC Law Enforcement Memorial Speaking Notes

Hi Sage,

Here is the BC Law Enforcement memorial speech for the Premier's appearance on Sunday.

Happy to apply any edits/changes before our deadline of 11am tomorrow, as needed.

Thanks,
Cara

Cara McGregor
Executive Director, Cabinet Priorities
Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

From: [Horlor, Shannon GCPE:EX](#)
To: [McGregor, Cara GCPE:EX](#); [Thaw, Sara GCPE:EX](#)
Subject: RE: FOR REVIEW: PICS docs updated
Date: September 26, 2018 12:01:03 PM

Great.

I also tried to connect with Jen, but haven't heard back yet.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: McGregor, Cara GCPE:EX
Sent: Wednesday, September 26, 2018 11:59 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>; Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>
Subject: RE: FOR REVIEW: PICS docs updated

Thanks Shannon. I've passed these up to Sage for her to have a quick peek before tomorrow – I got the sense she may have some input to provide on structure.

Cara McGregor
Executive Director, Cabinet Priorities
Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

From: Horlor, Shannon GCPE:EX
Sent: September 26, 2018 11:10 AM
To: Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>; McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca>
Subject: FOR REVIEW: PICS docs updated

Here's the whole package with updated SNs.

I still have received no event information from Marlene at events (it was Elena, but she had a scheduling conflict). I explained that I need it for the Premier tomorrow.

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [McGregor, Cara GCPE:EX](#)
Subject: RE: FOR REVIEW: UNESCO materials
Date: September 12, 2018 2:26:42 PM
Attachments: [20180917 NR UNESCO Designation DRAFT V5.docx](#)

Thanks! Apologies, but I accidentally sent you a slightly older draft that didn't have the mayor's quote and a slightly revised lede.

Here it is (with your other edits included). I'll flag the reconciliation language with Danielle.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: McGregor, Cara GCPE:EX
Sent: Wednesday, September 12, 2018 2:10 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: RE: FOR REVIEW: UNESCO materials

Shaping up nicely. Tone is right on.

Here are my comments. A few questions arising from the NR.

Danielle will send up to Sage once it's ready for PO review and approval

Cara McGregor
Executive Director, Cabinet Priorities
Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

From: Horlor, Shannon GCPE:EX
Sent: September 12, 2018 12:10 PM
To: McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca>
Cc: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>
Subject: FOR REVIEW: UNESCO materials

Hi Cara

Here are the materials for the UNESCO announcement. Danielle has edited these too and TAC

has also reviewed them.

Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#); [Thaw, Sara GCPE:EX](#)
Subject: RE: GCPE plain language training?
Date: September 18, 2018 3:18:12 PM

Not a peep.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Dalzell, Danielle GCPE:EX
Sent: Tuesday, September 18, 2018 3:15 PM
To: Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>; Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: FW: GCPE plain language training?

Did either of you hear back about this We should maybe follow up.

Danielle

From: Dalzell, Danielle GCPE:EX
Sent: Monday, August 13, 2018 5:10 PM
To: Johnson, Nicholas IIT:EX <Nicholas.Johnson@gov.bc.ca>
Cc: Richards, Pamela IIT:EX <Pamela.Richards@gov.bc.ca>; Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>; Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: RE: GCPE plain language training?

No problem! I'm looping in Shannon in our shop. She will also help with this.

Have you approached Karl Hardin? His team has been providing some support for things like this as well.

Danielle Dalzell
Director of Writing and Content Strategy | Cabinet Priorities | Government Communications and Public Engagement
Danielle.Dalzell@gov.bc.ca | 250-893-2096

From: Johnson, Nicholas NRTS:EX
Sent: Tuesday, July 31, 2018 3:10 PM
To: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>
Cc: Richards, Pamela NRTS:EX <Pamela.Richards@gov.bc.ca>; Thaw, Sara GCPE:EX

<Sara.Thaw@gov.bc.ca>

Subject: RE: GCPE plain language training?

Hi Danielle,

Sorry for the radio silence – our team got amalgamated with another group into a new division, so things have been a little logistically crazy.

I'd like to digitally introduce you to Pamela Richards – she's leading the comms for a project our group is working on called Public Review and Comment. There's a need for the business area staff, who will be regularly updating the website associated with this project, to have some basic plain language training.

s.22

see if there's something we can work out.

Thanks!

Nicholas Johnson

Team Lead & Senior Communications and Engagement Strategist

Information, Innovation & Technology Division

Phone: 250.896.8280 | Fax: 250.952.0821

Email: nicholas.johnson@gov.bc.ca

Learn more: [Natural Resource Permitting Project](#)

From: Dalzell, Danielle GCPE:EX
Sent: Tuesday, July 24, 2018 9:04 AM
To: Johnson, Nicholas NRTS:EX
Cc: Kerr, Grant GCPE:EX
Subject: RE: GCPE plain language training?

Hi Nicholas,

Feel free to give me a call anytime. I'm happy to provide support.

Best,
Danielle

Danielle Dalzell

Director of Writing and Content Strategy | Cabinet Priorities | Government Communications and Public Engagement

Danielle.Dalzell@gov.bc.ca | 250-893-2096

From: Kerr, Grant GCPE:EX
Sent: Tuesday, July 24, 2018 9:03 AM

To: Johnson, Nicholas NRTS:EX <Nicholas.Johnson@gov.bc.ca>

Cc: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>

Subject: RE: GCPE plain language training?

Hi Nick,

s.13

OK, over to you, Danielle.

Thanks for reading.

Best of luck!

Grant

From: [Horlor, Shannon GCPE:EX](#)
To: [Machell, Aileen GCPE:EX](#)
Subject: RE: Issue response assistance
Date: September 19, 2018 9:57:06 AM

Hi Aileen.

I'm getting my materials to the PO today. Do you have anything for this? It's just going over as a Q&A response in case the Premier is asked about it.

Thanks

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Machell, Aileen GCPE:EX
Sent: Monday, September 17, 2018 11:10 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: Re: Issue response assistance

When is his meeting?

Sent from my iPhone

On Sep 17, 2018, at 10:51 AM, Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca> wrote:

Hello all.

s.13

Thanks in advance,
Shannon

Shannon Horlor
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement

p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Machell, Aileen GCPE:EX](#)
Subject: RE: Issue response assistance
Date: September 17, 2018 11:11:38 AM

It's this Saturday, Sept 22.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Machell, Aileen GCPE:EX
Sent: Monday, September 17, 2018 11:10 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: Re: Issue response assistance

When is his meeting?

Sent from my iPhone

On Sep 17, 2018, at 10:51 AM, Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca> wrote:

Hello all.

s.13

Thanks in advance,
Shannon

Shannon Horlor
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Nash, Amber PREM:EX](#)
Cc: [Richards, Erin PREM:EX](#); [McLaren, Chris PREM:EX](#); [Dalzell, Danielle GCPE:EX](#); [Thaw, Sara GCPE:EX](#)
Subject: RE: Materials for Saturday
Date: September 21, 2018 2:09:46 PM
Attachments: [20180924_BG_Mid-Autumn Festival Chinatown_FINAL.docx](#)
[20180924_BG_Mid-Autumn Festival Richmond_FINAL.docx](#)

All of this info is contained in two BN – one for the Chinatown events, and the other for the Richmond events.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Nash, Amber PREM:EX
Sent: Friday, September 21, 2018 2:04 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Richards, Erin PREM:EX <Erin.Richards@gov.bc.ca>; McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: Materials for Saturday

Hi Shannon,

Could you please send me the following supporting materials for Saturday?

- culturally appropriate seniors health care
- culturally appropriate seniors housing
- four clan association buildings in Chinatown
- Richmond Associations for meeting: Canadian Chinese Association and The Canadian Community Service Association
- QA on Nanjing Massacre petition

Amber

From: [Horlor, Shannon GCPE:EX](#)
To: [Felker, Karen IGRS:EX](#)
Cc: [Lobmeier, Lucy S IGRS:EX](#); [Pescod, Jenny IGRS:EX](#); [Dalzell, Danielle GCPE:EX](#)
Subject: RE: Order of B.C. events
Date: September 14, 2018 3:11:23 PM
Attachments: [image002.png](#)

Hi Karen.

I can once they are approved by the PO. I'll send them to you when they are.

Cheers,

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Felker, Karen IGRS:EX
Sent: Friday, September 14, 2018 2:53 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Lobmeier, Lucy S IGRS:EX <Lucy.Lobmeier@gov.bc.ca>; Pescod, Jenny IGRS:EX <Jenny.Pescod@gov.bc.ca>
Subject: RE: Order of B.C. events

Hi Shannon – are you able to share the Premier's speaking points with us for our file? We also have a meeting with the PO on Tuesday and this is on the agenda, so I wanted to touch base on the status.

Thanks ☺

Karen Felker

Manager | [Office of Protocol](#)
and Coordinator | [Honours and Awards Secretariat](#)
[Intergovernmental Relations Secretariat](#) | Office of the Premier
Office Location | [620 Superior Street, Victoria, BC V8V 1V2](#)
250.356.1139 (office) s.17 (cell) karen.felker@gov.bc.ca



From: Pescod, Jenny IGRS:EX
Sent: Monday, September 10, 2018 3:03 PM
To: Horlor, Shannon GCPE:EX
Cc: Felker, Karen IGRS:EX; Lobmeier, Lucy S IGRS:EX
Subject: RE: Order of B.C. events

Hi Shannon,

As requested, here are the schedule of events for Sept. 20th and the lists of who is attending for both the ceremony, and dinner.

I am unsure if Kim had sent you both the NR as well as the backgrounder, so I have attached the backgrounder (which has the expanded summaries of achievement). General information about the Order of BC can be found on our [website](#).

I hope this information is helpful. Please let me know if you require any additional information.

Kind regards,

Jenny Pescod

Assistant Coordinator | [Honours and Awards Secretariat](#)
Office of Protocol | Government of British Columbia
Address | PO Box 9422 Stn Prov Govt | Victoria, BC V8W 9V1
Tel: [250.356.7916](tel:250.356.7916) | Fax: 250.356.2814



From: Felker, Karen IGRS:EX
Sent: Monday, September 10, 2018 2:34 PM
To: Horlor, Shannon GCPE:EX
Cc: Lobmeier, Lucy S IGRS:EX; Pescod, Jenny IGRS:EX
Subject: RE: Order of B.C. events

Hi Shannon, Jenny will provide the information to you.

Karen Felker

Manager | [Office of Protocol](#)
and Coordinator | [Honours and Awards Secretariat](#)
[Intergovernmental Relations Secretariat](#) | Office of the Premier
Office Location | [620 Superior Street, Victoria, BC V8V 1V2](#)
250.356.1139 (office) **s.17** (cell) karen.felker@gov.bc.ca



From: Horlor, Shannon GCPE:EX
Sent: Monday, September 10, 2018 1:58 PM
To: Felker, Karen IGRS:EX; Lobmeier, Lucy S IGRS:EX
Subject: Order of B.C. events

Hello Karen and Lucy,

I am drafting the Premier's speaking notes for both the Order of B.C. investiture and dinner events, and s.22 . I'm hoping one of you might be able to send some of the background materials my way. Kim already sent me the list of recipients that went out in the government news release back in August. I'm looking for an itinerary, guest list, and any other relevant background materials you might be able to send me.

And if neither of you is the correct person to be asking, could you point me to the right one?

Thanks in advance,
Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Pescod, Jenny IGRS:EX](#)
Cc: [Felker, Karen IGRS:EX](#); [Lobmeier, Lucy S IGRS:EX](#)
Subject: RE: Order of B.C. events
Date: September 10, 2018 3:06:35 PM
Attachments: [image001.png](#)

This looks great. Thanks Jenny.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Pescod, Jenny IGRS:EX
Sent: Monday, September 10, 2018 3:03 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Felker, Karen IGRS:EX <Karen.Felker@gov.bc.ca>; Lobmeier, Lucy S IGRS:EX <Lucy.Lobmeier@gov.bc.ca>
Subject: RE: Order of B.C. events

Hi Shannon,

As requested, here are the schedule of events for Sept. 20th and the lists of who is attending for both the ceremony, and dinner.

I am unsure if Kim had sent you both the NR as well as the backgrounder, so I have attached the backgrounder (which has the expanded summaries of achievement). General information about the Order of BC can be found on our [website](#).

I hope this information is helpful. Please let me know if you require any additional information.

Kind regards,

Jenny Pescod

Assistant Coordinator | [Honours and Awards Secretariat](#)
Office of Protocol | Government of British Columbia
Address | PO Box 9422 Stn Prov Govt | Victoria, BC V8W 9V1
Tel: [250.356.7916](tel:250.356.7916) | Fax: 250.356.2814



From: Felker, Karen IGRS:EX
Sent: Monday, September 10, 2018 2:34 PM
To: Horlor, Shannon GCPE:EX
Cc: Lobmeier, Lucy S IGRS:EX; Pescod, Jenny IGRS:EX
Subject: RE: Order of B.C. events

Hi Shannon, Jenny will provide the information to you.

Karen Felker

Manager | [Office of Protocol](#)
and Coordinator | [Honours and Awards Secretariat](#)
[Intergovernmental Relations Secretariat](#) | Office of the Premier
Office Location | [620 Superior Street, Victoria, BC V8V 1V2](#)
250.356.1139 (office), **s.17** (cell) karen.felker@gov.bc.ca



From: Horlor, Shannon GCPE:EX
Sent: Monday, September 10, 2018 1:58 PM
To: Felker, Karen IGRS:EX; Lobmeier, Lucy S IGRS:EX
Subject: Order of B.C. events

Hello Karen and Lucy,

I am drafting the Premier's speaking notes for both the Order of B.C. investiture and dinner events, and **s.22** I'm hoping one of you might be able to send some of the background materials my way. Kim already sent me the list of recipients that went out in the government news release back in August. I'm looking for an itinerary, guest list, and any other relevant background materials you might be able to send me.

And if neither of you is the correct person to be asking, could you point me to the right one?

Thanks in advance,
Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Devereux, Rick GCPE:EX](#)
Subject: RE: Order of B.C. info
Date: September 10, 2018 1:59:01 PM

That's perfect. I'll email them now. Thank you!

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Devereux, Rick GCPE:EX
Sent: Monday, September 10, 2018 1:47 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: RE: Order of B.C. info

Hi Shannon,

The events team doesn't do much at all for the Order of BC events – it is handled by protocol, and they should be able to help you with any questions. Here are the contacts, and their emails are both in the directory.

CONTACT: Ms. Karen Felker
Tel: 250 356 1130 c: s.17)
Ms. Lucy Lobmeier
Tel: 250 c: 250

Thanks
Rick

From: Horlor, Shannon GCPE:EX
Sent: Monday, September 10, 2018 1:42 PM
To: Devereux, Rick GCPE:EX
Subject: Order of B.C. info

Hi Rick.

Danielle suggested you might be able to point me in the right direction to find who might have any background materials for the Order of B.C. investiture and dinner in Kim's absence. Is there someone in protocol I should/could contact?

I have the list of recipients, but I was hoping for the draft NR, itinerary/guest list, and any other background they may have collected thus far.

Thanks,
Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [McGregor, Cara GCPE:EX](#)
Subject: Re: Order of B.C.
Date: September 10, 2018 5:37:51 PM

I got what I needed after going down the line at IGRS, so I'm all good there.

And gotcha for the dinner. Thanks! I know you had a full day today.

S.

Shannon Horlor

Writer | Writing and Content Strategy
Government Communications and Public Engagement
p: 250.812.6623

On Sep 10, 2018, at 5:18 PM, McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca> wrote:

Hi,

You can try Karen Felker – she may have the content **s.22**.

For the dinner remarks, we're going to provide the details of the winners, and a simple frame (5 or 6 bullet points) which we will let the Premier to riff on at the dinner – since it is a more personal approach/speech.

From: Horlor, Shannon GCPE:EX
Sent: September 10, 2018 11:36 AM
To: McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca>
Subject: Order of B.C.

Hello!

I'm looking to gather the Order of B.C. materials and I see **s.22**. Did he send them to you or do you know who I can get them from? Asking Rick who to contact at the protocol office is my next move if you don't have them.

Also, any update on the dinner remarks?

Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Subject: RE: Order of BC dinner SN
Date: September 18, 2018 2:03:06 PM
Attachments: [20180920 SN PJH Order of BC dinner V2.docx](#)

Reformatted notes.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Dalzell, Danielle GCPE:EX
Sent: Tuesday, September 18, 2018 1:19 PM
To: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>; Aaron, Sage PREM:EX <Sage.Aaron@gov.bc.ca>; Richards, Erin PREM:EX <Erin.Richards@gov.bc.ca>
Cc: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: RE: Order of BC SN - small revisions

We were asked to deliver BG on the recipients and 5 bullets, those are in the BN attached that we sent yesterday.

Is that okay?

Danielle

From: Nash, Amber PREM:EX
Sent: Tuesday, September 18, 2018 1:15 PM
To: Aaron, Sage PREM:EX <Sage.Aaron@gov.bc.ca>; Richards, Erin PREM:EX <Erin.Richards@gov.bc.ca>
Cc: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>; Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: RE: Order of BC SN - small revisions

Just checking in to confirm there is a second set coming for his remarks in the evening (5mins address at Dinner)

From: Aaron, Sage PREM:EX
Sent: Monday, September 17, 2018 5:30 PM
To: Nash, Amber PREM:EX; Richards, Erin PREM:EX
Cc: Dalzell, Danielle GCPE:EX; Horlor, Shannon GCPE:EX
Subject: Order of BC SN - small revisions

Attached are the approved SNs – small changes made to copy.

From: [Horlor, Shannon GCPE:EX](#)
To: [Banfield, Elena GCPE:EX](#)
Cc: [Behrens, Marlene GCPE:EX](#)
Subject: RE: PICS background
Date: September 25, 2018 1:30:26 PM

Great. Thanks to you both!

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Banfield, Elena GCPE:EX
Sent: Tuesday, September 25, 2018 1:23 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Behrens, Marlene GCPE:EX <Marlene.Behrens@gov.bc.ca>
Subject: RE: PICS background

Hi Shannon,

My colleague, Marlene (cc'd here), is going to take this event on now due to a scheduling conflict on my end. She's already reached out to the organizers and is waiting to hear back from them to discuss further.

Thanks,
Elena

Elena Banfield | Event Coordinator
Government Communications and Public Engagement
Mobile: 604-842-0984 | elena.banfield@gov.bc.ca

From: Horlor, Shannon GCPE:EX
Sent: Tuesday, September 25, 2018 1:16 PM
To: Banfield, Elena GCPE:EX
Subject: RE: PICS background

Hi Elena

If you are able to connect with the organizers sooner than later, that would be great. I will need this info to send to the speech prep session for Thursday.

Thanks in advance,

Shannon

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Banfield, Elena GCPE:EX
Sent: Monday, September 24, 2018 10:43 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: Re: PICS background

Hi Shannon,

I don't have further info at the moment. I spoke to the organizers awhile back and they hadn't worked out the details, but they're on my list to check in with this week so I'll get back to you as soon as we can connect.

Thanks,
Elena

Elena Banfield | Event Coordinator
Government Communications and Public Engagement
[604-842-0984](tel:604-842-0984) | elena.banfield@gov.bc.ca
Sent from my iPhone

On Sep 24, 2018, at 10:26 AM, Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca> wrote:

Hi Elena

I'm finishing up the speaking notes for the Premier's keynote at the PICS fundraiser on Oct 6. I'm wondering do you have an itinerary and guest list that you could forward me? All I've seen is the original invitation to the Premier.

Thanks!
Shannon

Shannon Horlor
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Behrens, Marlene GCPE:EX](#)
Cc: [Banfield, Elena GCPE:EX](#)
Subject: RE: PICS background
Date: September 27, 2018 10:45:34 AM
Importance: High

Hi Marlene

Any word on that guest list or itinerary? The PO needs this at 11.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Banfield, Elena GCPE:EX
Sent: Tuesday, September 25, 2018 1:23 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Behrens, Marlene GCPE:EX <Marlene.Behrens@gov.bc.ca>
Subject: RE: PICS background

Hi Shannon,

My colleague, Marlene (cc'd here), is going to take this event on now due to a scheduling conflict on my end. She's already reached out to the organizers and is waiting to hear back from them to discuss further.

Thanks,
Elena

Elena Banfield | Event Coordinator
Government Communications and Public Engagement
Mobile: 604-842-0984 | elena.banfield@gov.bc.ca

From: Horlor, Shannon GCPE:EX
Sent: Tuesday, September 25, 2018 1:16 PM
To: Banfield, Elena GCPE:EX
Subject: RE: PICS background

Hi Elena

If you are able to connect with the organizers sooner than later, that would be great. I will need this info to send to the speech prep session for Thursday.

Thanks in advance,

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Banfield, Elena GCPE:EX
Sent: Monday, September 24, 2018 10:43 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: Re: PICS background

Hi Shannon,

I don't have further info at the moment. I spoke to the organizers awhile back and they hadn't worked out the details, but they're on my list to check in with this week so I'll get back to you as soon as we can connect.

Thanks,
Elena

Elena Banfield | Event Coordinator
Government Communications and Public Engagement
[604-842-0984](tel:604-842-0984) | elena.banfield@gov.bc.ca
Sent from my iPhone

On Sep 24, 2018, at 10:26 AM, Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca> wrote:

Hi Elena

I'm finishing up the speaking notes for the Premier's keynote at the PICS fundraiser on Oct 6. I'm wondering do you have an itinerary and guest list that you could forward me? All I've seen is the original invitation to the Premier.

Thanks!
Shannon

Shannon Horlor
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Oreck, Mira PREM:EX](#)
Cc: [Kingston, Charlotte PREM:EX](#)
Subject: RE: PICS fundraiser
Date: September 20, 2018 9:49:56 AM

Sure. Give me a call when you're free.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Oreck, Mira PREM:EX
Sent: Thursday, September 20, 2018 9:49 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>
Subject: RE: PICS fundraiser

Hi Shannon,

Let's talk – perhaps around 11:30am today?

From: Horlor, Shannon GCPE:EX
Sent: Thursday, September 20, 2018 8:59 AM
To: Oreck, Mira PREM:EX <Mira.Oreck@gov.bc.ca>
Cc: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>
Subject: PICS fundraiser

Good morning Mira,

Danielle asked me to connect with you (and Charlotte) about the Premier's speech for the PICS fundraiser on Oct 6 to see if you had any suggestions of topics he should cover for this group. The fundraiser is for their Diversity Village project, so I'll be covering culturally sensitive/appropriate care, health care, seniors services, housing and public safety.

Anything else you can suggest would be welcome.

Thanks,
Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Nash, Amber PREM:EX](#)
Cc: [Dalzell, Danielle GCPE:EX](#)
Subject: RE: Please send list of speeches and details...
Date: September 21, 2018 8:59:31 AM

I'm trying to figure out what, beyond speaking notes, the Premier needs for documents from me to support this event. Is he planning to do a formal practice/prep session for this speech? There's most likely content for this that will come out of the roundtable this weekend, so I'm just figuring out timelines depending on what comm products are required.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Nash, Amber PREM:EX
Sent: Friday, September 21, 2018 8:47 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>
Subject: RE: Please send list of speeches and details...

I need to rework the prep sessions after receiving some feedback. What information are you looking for regarding the PICS fundraiser?

From: Horlor, Shannon GCPE:EX
Sent: Friday, September 21, 2018 8:26 AM
To: Nash, Amber PREM:EX; Dalzell, Danielle GCPE:EX
Subject: RE: Please send list of speeches and details...

Morning Amber!

Any ETA on this? If they still aren't ready as a package, can you just send me the information for the PICS fundraiser on Oct 6.

Thanks,
Shannon

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Nash, Amber PREM:EX
Sent: Thursday, September 20, 2018 10:16 AM
To: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>
Cc: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: RE: Please send list of speeches and details...

Will do. I'm just having a comb over it again and may make some tweaks. So I'll send it after I've had a second look. 😊

From: Dalzell, Danielle GCPE:EX
Sent: Thursday, September 20, 2018 9:48 AM
To: Nash, Amber PREM:EX
Cc: Horlor, Shannon GCPE:EX
Subject: Please send list of speeches and details...

Hello,

Would you be so kind as to send the list of speeches and details you produced for our meeting yesterday?

Shannon will paste it all into our Asana speech tracking.

Thank you!
Danielle

Danielle Dalzell
Director of Writing and Content Strategy | Cabinet Priorities | Government Communications and Public Engagement
Danielle.Dalzell@gov.bc.ca | 250-893-2096

From: [Horlor, Shannon GCPE:EX](#)
To: [McGregor, Cara GCPE:EX](#)
Subject: RE: Quick review of my edits
Date: September 27, 2018 11:40:36 AM
Attachments: [20181006_KM_BG_PICS_Fundraiser_DRAFTCMSH.docx](#)

I updated the child care funding bullet, added the program, and footnoted the news release where it was announced.

I also contacted PICS one last time this morning for a guest list and itinerary. No one has gotten back to me. I asked Marlene at events and she says she doesn't expect to have anything until next week.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: McGregor, Cara GCPE:EX
Sent: Thursday, September 27, 2018 11:22 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: Quick review of my edits
Importance: High

Hi Shannon,

I have edited your BN. Can you have a quick read to make sure I have not compromised accuracy of any of your contributions?

Has health responded re: what the funding was for re: prior contributions for diversity village? Can you please pull the NR or announcement info for that, for our 12:30?

I will wait to hear from you re: audience groups.

Thanks,
Cara

Cara McGregor
Executive Director, Cabinet Priorities
Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Subject: RE: Quote
Date: September 17, 2018 1:23:52 PM

s.13

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Dalzell, Danielle GCPE:EX
Sent: Monday, September 17, 2018 12:33 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: FW: Quote

Could you quickly draft a quote for this NR?

Danielle

From: Emerson, Kim GCPE:EX
Sent: Monday, September 17, 2018 12:32 PM
To: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>
Cc: Aaron, Sage PREM:EX <Sage.Aaron@gov.bc.ca>
Subject: RE: Quote

This is the release that went out earlier this year. We are in the process of getting a new quote from the LG. We should have that by the end of day today.

Kim Emerson

Communications Manager
[Intergovernmental Relations Secretariat](#)
(Cell) 250-812-8768

From: Dalzell, Danielle GCPE:EX
Sent: September 17, 2018 12:30 PM
To: Emerson, Kim GCPE:EX <Kim.Emerson@gov.bc.ca>
Cc: Aaron, Sage PREM:EX <Sage.Aaron@gov.bc.ca>
Subject: RE: Quote

We can do this.

Can you send me the draft release?

Thank you!

Danielle

From: Emerson, Kim GCPE:EX

Sent: Monday, September 17, 2018 12:09 PM

To: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>; Aaron, Sage PREM:EX
<Sage.Aaron@gov.bc.ca>

Subject: Quote

Hello

Just checking to see if it is possible to get a quote from the Premier for the Order of BC News Release. If it is not possible, we can re-use the one from earlier this year. Also, does the Premier have speaking notes prepared for the investiture ceremony for OBC on Thursday?

Thank you.

Kim Emerson

Communications Manager

[Intergovernmental Relations Secretariat](#)

(Cell) 250-812-8768

From: [Horlor, Shannon GCPE:EX](#)
To: [Ferguson, Stephanie GCPE:EX](#)
Cc: [Dalzell, Danielle GCPE:EX](#)
Subject: RE: SN for OBC
Date: September 19, 2018 12:10:44 PM
Attachments: [20180920 SN PJH Order of BC Investiture FINAL.docx](#)

I do! Sorry for the delay. I got completely sidetracked by another project.

Here you are.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Ferguson, Stephanie GCPE:EX
Sent: Wednesday, September 19, 2018 12:07 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: SN for OBC

Hi Shannon,

Do you have SN for the Premier for OBC? Could you pass those along to me so I can use them for reference when drafting some social content for the Premier?

Cheers,
Stephanie

--

Stephanie Ferguson

Digital Communications Officer | Digital Communications
Government Communications and Public Engagement
Province of British Columbia
250-889-3745

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Subject: RE: TAC Comms materials - UNESCO/ Chinese Museum event
Date: September 14, 2018 10:46:37 AM

That is the updated version. I would go with that. It looks like it has more info now.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Dalzell, Danielle GCPE:EX
Sent: Friday, September 14, 2018 10:46 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: FW: TAC Comms materials - UNESCO/ Chinese Museum event

This one?

Danielle

From: Horlor, Shannon GCPE:EX
Sent: Thursday, September 13, 2018 4:27 PM
To: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>
Subject: FW: TAC Comms materials - UNESCO/ Chinese Museum event

Just looping you in on this from TAC.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Rorison, Trish GCPE:EX
Sent: Thursday, September 13, 2018 4:00 PM
To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>
Cc: Newhook, Kelly TAC:EX <Kelly.Newhook@gov.bc.ca>; Ranjan, Ramesh TAC:EX <Ramesh.Ranjan@gov.bc.ca>; Jack, Carolyn GCPE:EX <Carolyn.Jack@gov.bc.ca>; Nesbitt, Rachel GCPE:EX <Rachel.Nesbitt@gov.bc.ca>; Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: TAC Comms materials - UNESCO/ Chinese Museum event

Hi Charlotte – wanted to make sure you had our materials to date. You are likely receiving other materials via:

Itinerary (note the change to have Larry Grant deliver a “Welcome Message” and not a blessing)
Latest MOU formatted (Chinese version to come)
MLB Notes (pending her approval)
KM/QA

I believe the News Release and the Premier’s Speaking Notes will be coming your way via GCPE Cabinet Priorities.

Trish

Trish Rorison | Communications Director
Government Communications & Public Engagement
B.C. Ministry of Tourism, Arts & Culture

Desk: 778-698-5398 | **Mobile:** 250.580.6723 | **email:** trish.rorison@gov.bc.ca

From: [Horlor, Shannon GCPE:EX](#)
To: [Pocock, Sharon GCPE:EX](#)
Cc: [Cowan, Cale GCPE:EX](#)
Subject: RE: Territorial acknowledgement confirmation
Date: September 26, 2018 12:28:59 PM

Hi Sharon

Were you also forwarded my acknowledgement request for the BC Law Enforcement Memorial event on Sunday at the Leg?

I'm unsure of any Indigenous representatives who are attending.

Thanks!

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Pocock, Sharon GCPE:EX
Sent: Tuesday, September 25, 2018 11:57 AM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Cowan, Cale GCPE:EX <Cale.Cowan@gov.bc.ca>
Subject: FW: Territorial acknowledgement confirmation

Hi Shannon

For Surrey, please acknowledge the territory of the Coast Salish peoples. Surrey has some overlaps so the broader cultural group is safer.

Thanks
Sharon

From: Horlor, Shannon GCPE:EX
Sent: Tuesday, September 25, 2018 11:41 AM
To: Venn, Tania GCPE:EX; Plank, Sarah GCPE:EX
Cc: Thaw, Sara GCPE:EX
Subject: RE: Territorial acknowledgement confirmation

Hello all.

Just checking in on the status of this request (below, in Surrey) and adding another for you. Both are needed as soon as possible please.

Specific location of event:

BC Law Enforcement Memorial ceremony

Date of the event: Sept 30**What the event is for and whether it has an Indigenous focus:**

Law enforcement officers will march from the north side of the Inner Harbour to the front lawn of the BC Legislature. No Indigenous focus specifically.

Whether any Indigenous dignitaries will be speaking – either to provide a prayer/welcome, or offer other remarks: Unknown**Whether any Indigenous representatives are going to be present:** Unknown

Thanks in advance for checking both of these acknowledgements for me.

Shannon

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Horlor, Shannon GCPE:EX**Sent:** Monday, September 24, 2018 11:16 AM**To:** Venn, Tania GCPE:EX <Tania.Venn@gov.bc.ca>; Plank, Sarah GCPE:EX <Sarah.Plank@gov.bc.ca>**Subject:** Territorial acknowledgement confirmation

Hello.

If I can have someone double check this acknowledgement for me, that would be fabulous.

Details:

Specific location of event:

Progressive Intercultural Community Services (PICS) Society fundraiser at the Mirage Banquet Hall in Surrey.

Date of the event: Oct 6**What the event is for and whether it has an Indigenous focus:**

A fundraiser for the Diversity Village long-term care home for seniors, mainly S. Asian focussed.

Whether any Indigenous dignitaries will be speaking – either to provide a prayer/welcome, or offer other remarks: Unknown**Whether any Indigenous representatives are going to be present:** Unknown

Thank you!

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Pocock, Sharon GCPE:EX](#)
Cc: [Thaw, Sara GCPE:EX](#)
Subject: RE: Traditional Territorial Acknowledgement request
Date: September 19, 2018 3:53:08 PM
Importance: High

Hi Sharon

Hate to be a pain, but any chance you can confirm this for me. I need to send up my materials to the PO asap.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Plank, Sarah GCPE:EX
Sent: Wednesday, September 19, 2018 3:16 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Venn, Tania GCPE:EX <Tania.Venn@gov.bc.ca>; Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>; Pocock, Sharon GCPE:EX <Sharon.Pocock@gov.bc.ca>
Subject: Re: Traditional Territorial Acknowledgement request

Hi Sharon - are you able to please check on this for Shannon? Thank you! S.

Sarah Plank
Communications Director | Ministry of Indigenous Relations & Reconciliation
Government Communications & Public Engagement
Mobile: [250.208.9621](tel:250.208.9621) | Email: sarah.plank@gov.bc.ca

Sent from my iPhone

On Sep 19, 2018, at 3:13 PM, Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca> wrote:

Hello.

The Premier will be speaking to a Vancouver Chinese Family Association in Richmond on Sept. 22 at **s.15** There are no known Indigenous dignitaries or representatives attending.

Can you provide me with the correct acknowledgement please? I need this asap if possible.

Thanks

Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Cc: [Thaw, Sara GCPE:EX](#)
Subject: RE: UNESCO NR draft
Date: September 7, 2018 3:10:01 PM

Great! Sending to Trish at TAC. I'll copy you both.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Dalzell, Danielle GCPE:EX
Sent: Friday, September 7, 2018 3:09 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>
Subject: Re: UNESCO NR draft

Perfection!

On Sep 7, 2018, at 3:08 PM, Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca> wrote:

"Vancouver's Chinatown is a powerful symbol of the resilience, determination and courage of generations of the Chinese community and people who have helped build this province," said Premier John Horgan. "The contributions of early Chinese immigrants, and their descendants, touch every corner of our province. We're working to honour this legacy and protect historical sites for generations of British Columbians to come."

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Dalzell, Danielle GCPE:EX
Sent: Friday, September 7, 2018 3:06 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>
Subject: Re: UNESCO NR draft

s.13

On Sep 7, 2018, at 2:51 PM, Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca> wrote:

s.13

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Dalzell, Danielle GCPE:EX
Sent: Friday, September 7, 2018 2:50 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>
Subject: Re: UNESCO NR draft

Exactly. And Maybe remove “entrepreneurship and infrastructure” a bit weird to narrow contributions that way. Keeping it general is fine.

Sent from my iPhone

On Sep 7, 2018, at 2:48 PM, Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca> wrote:

So like this?

**Province, City seek to honour Vancouver’s Chinatown as
UNESCO World Heritage Site**

So Vancouver isn’t in there twice? Also shortens it a bit.

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Dalzell, Danielle GCPE:EX
Sent: Friday, September 7, 2018 2:46 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Cc: Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>

Subject: Re: UNESCO NR draft

Maybe: Province, City in headline. For consistency

Sent from my iPhone

On Sep 7, 2018, at 2:35 PM, Horlor, Shannon GCPE:EX
<Shannon.Horlor@gov.bc.ca> wrote:

Take two! I'm hoping to send this to Trish by EOD.

Shannon
Writer | Writing and Content Strategy |
Cabinet Priorities
Government Communications and Public
Engagement
p. 250.812.6623

From: Thaw, Sara GCPE:EX
Sent: Thursday, September 6, 2018 4:20 PM
To: Horlor, Shannon GCPE:EX
<Shannon.Horlor@gov.bc.ca>
Cc: Dalzell, Danielle GCPE:EX
<Danielle.Dalzell@gov.bc.ca>
Subject: RE: UNESCO NR draft

Hi Shannon,

Good start! Danielle and I made
edits/comments together.

Please see attached.

Warmly,

Sara Thaw
Manager
Writing and Content Strategy | Cabinet
Priorities
Government Communications and Public
Engagement
Sara.Thaw@gov.bc.ca | cell: 250.812.2016

From: Horlor, Shannon GCPE:EX
Sent: September 6, 2018 2:24 PM
To: Dalzell, Danielle GCPE:EX
<Danielle.Dalzell@gov.bc.ca>; Thaw, Sara
GCPE:EX <Sara.Thaw@gov.bc.ca>
Subject: UNESCO NR draft

Hello.

I wanted to send over my draft of the UNESCO NR to get your early thoughts. After talking with Trish, there isn't more information on the museum in terms of specifics, so I'm not sure whether more can be added to the NR. I will definitely flesh out the emotion and importance in the speaking notes though.

Let me know what you think. I told Trish I would get this (and the draft SNs) back to her for approvals/a look on her end as well. Hopefully tomorrow.

S.

Shannon Horlor
Writer | Writing and Content Strategy |
Cabinet Priorities
Government Communications and Public
Engagement
p. 250.812.6623

<20180917_NR_UNESCO
Designation_DRAFT_V2.docx>

From: [Horlor, Shannon GCPE:EX](#)
To: [Kingston, Charlotte PREM:EX](#)
Subject: RE: UPDATED - Itinerary - UNESCO MOU Chinese Museum
Date: September 14, 2018 2:28:14 PM

No problem. I keep getting updates, so I thought I'd check. Thank you!

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Kingston, Charlotte PREM:EX
Sent: Friday, September 14, 2018 2:28 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: RE: UPDATED - Itinerary - UNESCO MOU Chinese Museum

Should be the same, I just didn't see you included on the note she sent my way.

From: Horlor, Shannon GCPE:EX
Sent: Friday, September 14, 2018 2:27 PM
To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>
Subject: RE: UPDATED - Itinerary - UNESCO MOU Chinese Museum

Is this difference than what Trish sent us this afternoon?

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: Kingston, Charlotte PREM:EX
Sent: Friday, September 14, 2018 2:25 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: FW: UPDATED - Itinerary - UNESCO MOU Chinese Museum

Just in case you need these, some small changes to the itin for Monday.

From: Rorison, Trish GCPE:EX
Sent: Friday, September 14, 2018 1:48 PM
To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>; Devereux, Rick GCPE:EX <Rick.Devereux@gov.bc.ca>; Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>; 'Wong, Baldwin'

<baldwin.wong@vancouver.ca>; Kendall-Craden, Rena <Rena.Kendall-Craden@vancouver.ca>; Jack, Carolyn GCPE:EX <Carolyn.Jack@gov.bc.ca>; Nesbitt, Rachel GCPE:EX <Rachel.Nesbitt@gov.bc.ca>; Jonker, Brian TAC:EX <Brian.Jonker@gov.bc.ca>; Avison, Claire TAC:EX <Claire.Avison@gov.bc.ca>; Truong, Lele GCPE:EX <Lele.Truong@gov.bc.ca>; Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>; Chang, Stephanie JTT:EX <Stephanie.Chang@gov.bc.ca>; Ranjan, Ramesh TAC:EX <Ramesh.Ranjan@gov.bc.ca>; Ma, Helen <helen.ma@vancouver.ca>

Subject: UPDATED - Itinerary - UNESCO MOU Chinese Museum

Hi There – updated itinerary as discussed to include timing for translation. This will be included in the updated materials for MLB and MGC speaking notes as well. I'll share with Sarah Ling and others as requested.

Trish

From: [Horlor, Shannon GCPE:EX](#)
To: [McGregor, Cara GCPE:EX](#)
Subject: RE: Workflow
Date: September 28, 2018 3:35:57 PM
Attachments: [20180928 TOUR WORKFLOW V3.docx](#)

Does this work?

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: McGregor, Cara GCPE:EX
Sent: Friday, September 28, 2018 3:06 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: Workflow

Hi Shannon,

Thanks for the edits to the workflow document. I've shared with PO and they are keen to provide some specific timelines by end of next week, so we have to work quickly to finalize.

Can you create a table version of the workflow, with the critical path of deadlines from 21 days down to 3 days? Word doc is fine.

Thanks,
Cara

Cara McGregor
Executive Director, Cabinet Priorities
Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

From: [Horlor, Shannon GCPE:EX](#)
To: [McGregor, Cara GCPE:EX](#)
Subject: RE: Workflow
Date: September 28, 2018 3:06:50 PM

Sure. When do you need it?

Shannon
Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: McGregor, Cara GCPE:EX
Sent: Friday, September 28, 2018 3:06 PM
To: Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>
Subject: Workflow

Hi Shannon,

Thanks for the edits to the workflow document. I've shared with PO and they are keen to provide some specific timelines by end of next week, so we have to work quickly to finalize.

Can you create a table version of the workflow, with the critical path of deadlines from 21 days down to 3 days? Word doc is fine.

Thanks,
Cara

Cara McGregor
Executive Director, Cabinet Priorities
Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

From: [Horlor, Shannon GCPE:EX](#)
To: [Leslie, Lisa GCPE:EX](#); [Mukasa, Kate GCPE:EX](#)
Cc: [Dalzell, Danielle GCPE:EX](#)
Subject: Request for background materials
Date: September 12, 2018 12:36:29 PM

Hi Lisa and Kate,

I'm writing materials for the Premier's events for Mid-Autumn Festival in Richmond on the 22nd. I'm looking for any and all background materials you may have in regard to culturally sensitive seniors housing, both what we've invested in already and anything we can foreshadow for the future.

I'm working with some tight deadlines, so as soon as possible would be great.

Thanks in advance,
Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Cordeiro, Shantel GCPE:EX](#)
Subject: Territorial acknowledgement request
Date: September 13, 2018 8:59:14 AM

Good morning, Shantel.

s.22 . Do you know who will be the point person for these requests starting next week?

Until then, I need a check for the Order of B.C. ceremony and dinner.

Specific location of event: **Government House, Victoria**

Date of the event: **Sept 20**

What the event is for and whether it has an Indigenous focus: **Order of B.C. investiture**

Whether any Indigenous dignitaries will be speaking – either to provide a prayer/welcome, or offer other remarks: **No**

Whether any Indigenous representatives are going to be present:

Three recipients are Indigenous:

Grand Chief Joe Percy (Scw'exmx)

Tracey Herbert (St'uxwtews)

Carey Newman (Kawgiulth)

Thank you!

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Holmwood, Jen PREM:EX](#)
Subject: Time for a call
Date: September 26, 2018 9:01:48 AM

Hi Jen.

Cara said you might have time this morning to briefly chat about the Premier's experience at last weekend's roundtable and how that may inform the PICS fundraising keynote, which I'm writing.

Is there a time I can call you? Or feel free to call me whenever you have a second. I'm around all morning.

Thanks,
Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Copeland, Kimberly GCPE:EX](#); [Cox, Michael GCPE:EX](#); [Croft, Robyn J GCPE:EX](#); [McGregor, Cara GCPE:EX](#)
Subject: Time for PREM-89411
Date: September 6, 2018 8:42:12 AM

Hello all.

I'm looking for a distribution time for the Premier's statement for Muharram on Sept. 11.

Thanks in advance,
Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Subject: UNESCO edits
Date: September 12, 2018 3:52:52 PM
Attachments: [20180917 SN PJH UNESCO Designation V5.docx](#)
[20180917 NR UNESCO Designation V6.docx](#)

Hi Danielle,

Here are my new edits. Still waiting to hear back from Trish on the bullet, but I can't foresee any problem.

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#); [Thaw, Sara GCPE:EX](#)
Subject: UNESCO NR draft
Date: September 6, 2018 2:23:37 PM
Attachments: [20180917 NR UNESCO Designation DRAFT SH.docx](#)

Hello.

I wanted to send over my draft of the UNESCO NR to get your early thoughts. After talking with Trish, there isn't more information on the museum in terms of specifics, so I'm not sure whether more can be added to the NR. I will definitely flesh out the emotion and importance in the speaking notes though.

Let me know what you think. I told Trish I would get this (and the draft SNs) back to her for approvals/a look on her end as well. Hopefully tomorrow.

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Cc: [Thaw, Sara GCPE:EX](#)
Subject: UNESCO SN & QA
Date: September 10, 2018 1:08:35 PM
Attachments: [20180917_QA_PJH_UNESCO Chinatown_V1.docx](#)
[20180917_SN_PJH_UNESCO Chinatown_DRAFT_V2.docx](#)

In the spirit of getting things in early (if only by a few hours), here are my drafts. I did add to the QAs much as they covered most of the Qs I could think of for the museum part. They may be lacking on UNESCO Qs though. Let me know if you think I should address anything else.

S.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Kingston, Charlotte PREM:EX](#)
Subject: Vancouver Chinese Family Association dinner
Date: September 18, 2018 10:34:18 AM

Hi Charlotte

I just talked to Minister Chen about this event and she had some advice in regard to talking about proportional representation I wanted to pass along. Can we connect by phone sometime today?

Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Chen, Katrina MCF:EX](#); [Dhaliwal, Gurveen LASS:EX](#)
Subject: Vancouver Chinese Family Association dinner
Date: September 17, 2018 3:52:55 PM

Hello Minister Chen and Gurveen,

I'm writing some speaking notes for the Premier's visit to the Vancouver Chinese Family Association dinner on Saturday. I wasn't sure which one of you to contact for more information about the association and this event. I was told that Minister Chen has been involved in arranging it directly, so I thought I would email you both.

I'm just wondering if you had a little more information about the association for me. Their online presence seems to be in Mandarin only. I was told they are celebrating 25 years of service this year. Is there any other information about them I can share with the Premier?

Thanks in advance,
Shannon

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623

From: [Horlor, Shannon GCPE:EX](#)
To: [Dalzell, Danielle GCPE:EX](#)
Subject: When you're back
Date: September 18, 2018 10:00:46 AM

Let me know when you have a couple minutes, so I can fill you in on what Minister Chen had to say about the dinner event for Mid-Autumn.

Shannon Horlor

Writer | Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement
p. 250.812.6623