

MEETING NOTE

Cliff #:148214
Date: March 31, 2020

PREPARED FOR: Michelle Mungall, Minister of Jobs, Economic Development and Competitiveness

DATE AND TIME OF MEETING: TBD

ATTENDEES: The Honourable Navdeep Bains, Minister of Innovation, Science and Industry, Government of Canada (*Attachment 1*)

ISSUE(S): An introductory phone call to discuss Canada and BC's COVID-19 response and recovery, as well as discuss BC's correspondence with business community stakeholders.

BACKGROUND:

On March 13 Minister Bains wrote to you offering congratulations on your appointment as Minister. The letter noted the need for collaboration between the federal and provincial governments on science, technology, and research as it pertains to economic growth and job creation. The letter referenced a report titled *Building a Nation of Innovators* detailing the achievements of the federal government's *Innovation and Skills Plan*. (*Attachment 2*)

On COVID-19 Response

On March 27, Prime Minister Trudeau announced measures to help small and medium businesses (SMEs) get through the difficulties resulting from COVID-19. (*Attachment 3*)

On March 31, the Prime Minister introduced Canada's Plan to Mobilize Industry to Fight COVID-19, which builds on Canada's COVID-19 Response Fund. The Plan focuses on domestic capacity building, innovative solutions, and procurement of essential supplies. (*Attachment 4*). The Province of BC has announced its own COVID-19 Action Plan, aligned with federal programming, to support people and business through the pandemic. (*Attachment 5*)

DISCUSSION:

The Government of BC has received a large influx of correspondence from the business and industry community re: COVID-19. These messages from business stakeholders typically fall into a number of categories:

- **Offers of support** (such as donations of supplies or services)
- Concerns about the **impact of COVID-19 on their businesses**
- Inquiries on being designated an "**essential service**"; and
- Concerns about the impact of COVID-19 and how the government will assist.

BC's tech and manufacturing companies have reached out to the Ministry offering a wide range of supporting products and services, including converting manufacturing processes to the development and distribution of critical supplies, including ventilators, masks, and sanitizers. BC life sciences companies have reached out asking for support in development of facilities and testing kit components, as well as offers of supplies to frontline healthcare

workers. BC ICT companies have also reached out looking to collaborate on development of digital platforms to track infections and chains of transmission.

A key component of BC's COVID-19 response is the creation of a **Provincial Supply Chain Coordination Unit**. This Unit, involving the Ministry of Jobs, Economic Development and Competitiveness, will take more active role in co-ordinating essential goods and services movement. The Province is receiving these offers and setting up a way to get this information efficiently to those that supply our hospitals, first responders and health care providers.

In addition to offers of support, BC companies are expressing their concerns regarding the **impact of COVID-19 on their business**. For BC tech companies in particular, this means:

- **Access to capital** - companies need grants, short-term no interest debt funding, and are concerned that private equity and venture capital funding will dry up. They are looking to government for any new funding options.
- **Talent** – Tech companies are worried that they will lose workers because of difficulty recruiting and onboarding staff. They are looking for ways to retain staff.

To address concerns that BC tech companies are having on COVID-19 impacts on business, BC is taking the following steps to provide support:

- Looking to roll out **digital training courses** to BC businesses, s.13; s.16
- s.13; s.17
- s.13; s.16; s.17

SUGGESTED RESPONSE/KEY MESSAGING:

The BC Ministry of Jobs, Economic Development and Competitiveness is committed to working collaboratively with the Government of Canada in combating COVID-19.

BC will continue to work with both business and industry stakeholders on COVID-19 response, recovery, and support to companies.

ATTACHMENTS:

Attachment 1 – Biography of Navdeep Bains, Minister of Innovation, Science and Industry

Attachment 2 – Letter from Minister Navdeep Bains to Minister Mungall

Attachment 3 – Highlights of Canada COVID-19 Relief for Businesses and Workers

Attachment 4 – Highlights of Canada's Plan to Mobilize Industry to Fight COVID-19

Attachment 5 – Highlights of BC COVID-19 Action Plan

Reviewed by			
Dir:	ED: PI	ADM: TC	DM: FM

Attachment 1

Biography of Navdeep Bains, Minister of Innovation, Science and Industry



Assignment

Minister of Innovation, Science and Industry

Location

Mississauga—Malton

The Honourable Navdeep Bains has been the Member of Parliament for Mississauga—Malton since 2015, and was previously the Member of Parliament for Mississauga—Brampton South from 2004 to 2011.

He has served as Minister of Innovation, Science and Economic Development, and was the Parliamentary Secretary to former Prime Minister Paul Martin. Previously, he was the critic for Public Works and Government Services, the Treasury Board, International Trade, Natural Resources, and Small Business and Tourism.

Before entering politics, he was a distinguished visiting professor at Ryerson University's Ted Rogers School, and worked for several years in accounting and financial analysis for the Ford Motor Company of Canada.

Minister Bains has deep roots in his community, as a longtime resident of both Mississauga and Brampton, and has strong ties to the social and cultural associations of Mississauga—Malton. He has been active in a variety of community organizations, as a board member for the Mississauga Food Bank and an Ontario board member with the Heart and Stroke Foundation. He has also worked with JDRF, a diabetes research foundation, and the Guru Gobind Singh Children's Foundation.

Minister Bains has received a number of awards recognizing his work in promoting diversity within his community, and he holds a Master of Business Administration with a specialization in Finance.

Minister Bains has dedicated his time in Ottawa to growing the economy, strengthening the middle class, and creating new well-paying jobs for Canadians in Mississauga—Malton.

Minister of Innovation,
Science and Industry



Ministre de l'Innovation,
des Sciences et de l'Industrie

Ottawa, Canada K1A 0H5

MAR 13 2020

The Honourable Michelle Mungall, M.L.A.
Minister of Jobs, Economic Development and Competitiveness
Government of British Columbia
Room 301, Parliament Buildings
Victoria, British Columbia V8V 1X4

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Reply Direct	<input type="checkbox"/>	Info/File	<input type="checkbox"/>		
ROUTE TO _____					

Dear Minister Mungall:

Please accept my sincere congratulations on being appointed British Columbia Minister of Jobs, Economic Development and Competitiveness.

As Minister of Innovation, Science and Industry, one of my priorities is to engage regularly with Canada's business, science, and academic leaders so that, together, we can promote both economic growth and scientific excellence in Canada. These relationships have been integral in shaping our efforts to help Canadian businesses innovate, grow, and export, creating good-quality jobs for Canadians. I would welcome your candid advice and insight at any time.

For your consideration, I invite you to read *Building a Nation of Innovators*, which can be found at www.ic.gc.ca/eic/site/062.nsf/eng/h_00105.html. This report lays out what our government has achieved under the Innovation and Skills Plan, a long-term plan for Canada's future success and global competitiveness.

While governments can create the right conditions for growth and innovation, businesses drive us to achieve these goals. Collectively, we must continue to remove barriers to success, invest as required, reinforce strong partnerships, and continue to demonstrate to the world our country's many strengths.

The Government of Canada also recognizes the fundamental role that science, research, technology, and innovation play in addressing global economic, social, and environmental problems. I am committed to continuing to work with our partners and stakeholders to support the science infrastructure, innovations, and breakthroughs that create jobs, boost economic activity, and improve the quality of life of Canadians.

...2

Canada

- 2 -

With determination and continued support across the innovation and science spectrum, we will further build on Canada's strong brand as one of the most innovative countries in the world. I would welcome your reflections on this report and your support in achieving the vision it lays out.

Once again, congratulations, and please accept my best wishes in your new role.

Sincerely,

A handwritten signature in dark ink, appearing to read "Navdeep Bains". The signature is fluid and cursive, with the first name "Navdeep" and last name "Bains" clearly distinguishable.

The Honourable Navdeep Bains, P.C., M.P.

Attachment 3**Highlights of Canada COVID-19 Relief for Businesses and Workers**

- **Canada Emergency Business Account** — Up to \$40,000 loan, interest free for one year through financial institutions but fully backed by the federal government. For some businesses, up to \$10,000 may be forgivable.
- **Canada Emergency Wage Subsidy** — Will help companies of all sizes, non-profits, and charities that have faced revenue decreases of at least 30% by providing employers a 75 per cent wage subsidy, back-dated to March 15. This subsidy will cover the first \$58,700 per employee - up to \$847/week per employee.
- **Business Credit Availability Program** — Support financing in the private sector with \$65 billion in direct lending and other types of financial support.
- **Canada Emergency Response Benefit (CERB)** — Provides \$2,000 per month for four months to any workers who have lost their income for reasons related to COVID-19 including reasons of sickness, quarantine, taking care of those with COVID-19 as well as working parents needing to stay at home with children. This applies to wage earners, contract workers, and self employed individuals. Applications for this benefit will begin April 6 at the earliest, with payments to Canadians set for April 16.
- **Tax Flexibility** — Businesses can defer paying income tax until September 1, 2020. GST payments, duties, and other remittances can be deferred until June
- **Opportunities for Canadian Manufacturers** — Call to action: Businesses that can assist in combating COVID-19.
- **Employment and Social Development Canada** — Details for employers on EI applications for their employees and Work-Share Program
- **COVID-19 Economic Response Plan** — \$27 billion in direct support to Canadian workers and businesses (cost and implementation)

Attachment 4

Highlights of Canada's Plan to Mobilize Industry to Fight COVID-19

- **Build the industrial capability needed to manufacture critical supplies** at scale in Canada. This will be done either by re-tooling the manufacturing lines of existing Canadian businesses or rapidly scaling up the production of others that already produce these products.
- **Refocus Canada's existing industrial and innovation programs**, by adding to their mandate a requirement that they prioritize the fight against COVID-19. This includes:
 - The Strategic Innovation Fund to deliver direct support to Canadian companies for large-scale projects
 - National Research Council of Canada to expedite research and development with small and medium-sized enterprises
 - Innovation Superclusters to tap into a national network of 1,800 members, and Innovative Solutions Canada to help companies commercialize products more quickly
- **Deliver direct support to key Canadian companies** that are working on large-scale and later-stage research and development projects aimed, in the immediate term, at producing countermeasures to COVID-19.
- **Challenge innovative companies to develop research-based solutions**, technologies, and products that can address a variety of COVID-19 issues.
- **Source equipment needed to support Canada's response to COVID-19 here in Canada.** The Government of Canada will use existing supply arrangements and innovative, flexible procurement approaches. It is also reaching out to suppliers to identify and purchase equipment, supplies, and services needed for Canada's response to COVID-19. With a view to longer-term support, the Government of Canada will ensure procurement flexibility to support innovation and build domestic manufacturing capacity to supply critical health supplies to Canadians.

Attachment 5

Highlights of BC COVID-19 Action Plan

- BC COVID-19 Action Plan — \$5 billion plan that includes \$2.2 billion for businesses and recovery. Plan includes tax changes and additional benefits. Highlights include:
 - **Enhanced tax flexibility** — The Province is extending tax filing and payment deadlines for the PST, the Employer Health Tax, the municipal and regional district tax, the carbon tax, the motor fuel tax, among others to September 30, 2020
 - **Deferral of carbon tax increase** — The provincial carbon tax increase scheduled for April 1 will be delayed and reviewed by September 30
 - **Tax relief for Class 4, 5, 6 property classes** — School tax on the business property class as well as the light- and major-industry classes will be cut in half for 2020
 - **Delay of new PST registration requirements** — The new PST registration requirements on e-commerce and the implementation of PST on sweetened carbonated drinks will be delayed and their timing will be reviewed by September 30
 - **BC Emergency Benefit for Workers** — Tax-free one-time payment of \$1,000 to British Columbians (EI-eligible and non-EI eligible) whose ability to work has been impacted by COVID-19, to be aligned with federal government program
 - **Recovery Plan** — \$1.5 billion allocated to support long-term economic recovery, to be allocated once the pandemic has passed
- COVID-19 Leave: Changes to Employment Standard Act — Employees who are unable to work due to COVID-19 related reasons are permitted to take unpaid, job-protected leave. This is retroactive to January 27, 2020.

MEETING NOTE

Cliff #: 148379
Date: April 7, 2020

PREPARED FOR: Honourable Michelle Mungall, Minister of Jobs, Economic Development and Competitiveness

DATE, TIME AND LOCATION OF MEETING: Wednesday, April 8, 3:15 p.m.

ATTENDEES: Steve de Eyre, Head of Public Policy, Amazon

ISSUE(S): Discussion on how Amazon can be responsive to Province's needs related to essential services and supply chain

BACKGROUND: Mr. de Eyre is Amazon's first Canadian policy lead. He is responsible for national, provincial and community relations. He also supports internal policy and product and service development Canadian operations.

Amazon overall currently employs around 4,500 FTE's in BC, including their Tech Hub staff of 1,600; Abe Books in Victoria with 75; Whole Foods with 1,000; and two Fulfillment Centres employing 1,500 – 2,000. The new Fulfillment Centre in Tsawwassen is under development^{s.13} and employment of around 1,000 FTE's. Their total employment in Canada excluding Whole Foods is around 10,000 FTE's.

Ministry of Jobs, Economic Development and Competitiveness (JEDC) staff have engaged regularly with the Amazon organization, including meetings Dr. Alan Winter held in December with Mr. Jesse Dougherty, General Manager, Automation and Messaging as well as de Eyre. Topics of discussion included innovation in BC, health services in government, and the Supercluster initiative.

The focus of the conversation will relate to how Amazon may assist the Province's response to COVID-19 through its supply chain expertise. Emergency Management British Columbia established the Provincial Supply Chain Coordination Unit over the past two weeks to manage supply chain issues. EMBC is harnessing different types of supply chain and logistics support to transport supplies from international markets through to locations in B.C.

DISCUSSION:

Amazon is arguably the most sophisticated and proficient retail supply chain management company in the world. The Government of Canada has engaged Amazon to support its COVID19 response. ^{s.13}

s.13

SUGGESTED RESPONSE / KEY MESSAGING:

- British Columbia appreciates Amazon's ongoing commitment to the province and the company's contribution to our vibrant and dynamic technology ecosystem.
- The Province appreciates Amazon making contact and seeking to understand how it can support B.C. during this challenging time.
- I would be interested to hear more about how Amazon will work with Canada or other provinces on COVID19 response.
- The Provincial Supply Chain Coordination Unit within EMBC manages overall provincial supply chain activities. We can direct you to the appropriate contacts there to better understand how the Province can potentially partner with Amazon.

ADM Contact: Silas Brownsey (250) 974-6148

Prepared by: Scott Barillaro, Executive Director, (778) 584-7277

Reviewed by			
Dir: NA	ED: WSB	ADM:	DM:

MEETING NOTE

Cliff #: 148638

Date: April 22, 2020

PREPARED FOR: Honourable Michelle Mungall, Minister of Jobs, Economic Development and Competitiveness.

DATE AND TIME OF MEETING: Wednesday, April 29, 2020 from 2:00-2:30 PM via conference call.

ATTENDEES: Line Robert (pronounced Lynn Robare), CEO, and Mayor Josie Osborne, Chair, Island Coastal Economic Trust (ICET).

ISSUE(S): Conference call with ICET to discuss COVID-19 related issues and response (Agenda in Attachment 2).

BACKGROUND: The Ministry of Jobs, Economic Development and Competitiveness (JEDC) manages the corporate relationship with ICET, which was created by government in 2006 through the *North Island-Coast Development Initiative Trust Act* and an original funding allocation of \$50 million, increased in fiscal year 2017/18 by an additional \$10 million. The trust supports economic development initiatives and job creation on central and northern Vancouver Island and the Sunshine Coast.

ICET is guided by a Board of Directors and two Regional Advisory Committees (RACs), which include more than 50 locally elected officials and MLAs. The Board includes eight members elected by the RACs and five members appointed by Order in Council.

According to ICET, since inception in 2006 and as of the end of fiscal year 2018/19, the trust has invested over \$52 million in 212 projects situated in 70 different communities. ICET reports that these investments have generated significant economic benefits to the region and to the province, including \$4.6 dollars leveraged for every dollar of ICET funding invested and 2,650 permanent jobs created.

ICET's premier program is the Economic Infrastructure and Innovation program, which supports the development of a wide range of projects in targeted sectors through six streams, including innovation infrastructure. Past projects include airport expansions in Campbell River and Nanaimo, marine and harbour upgrades in Port Hardy, Port McNeill, Cowichan Bay, Powell River and Ladysmith (to name a few), and contributions to significant projects such as the Deep Bay Field Research Station, the International Centre for Sturgeon Studies and the Campbell River Broadband Network.

DISCUSSION: On April 2, 2020, ICET announced urgent support for the region's businesses affected by COVID-19 through direct, one-on-one service delivery programs developed in collaboration with Tourism Vancouver Island and Innovation Island Technology Association, with further details announced on April 21, 2020 (Attachment 3). The conference call with the CEO and Chair will serve to hear directly about these programs, issues they are facing, and their short, medium and longer term plans to respond to the impacts of COVID-19 on businesses and communities in their region.

SUGGESTED RESPONSE/KEY MESSAGING:

- Many thanks to the trust for its active role in spurring economic development in the region, and for your quick response to the COVID-19 crisis.
- It is heartening to see organizations like ICET and your partners pulling together to help communities and businesses during these unprecedented times.
- We are all in this together and welcome the opportunity to collaborate in support of our province's economic recovery and the long-term health and prosperity of our local and regional economies.
- I look forward to a continued strong and mutually supportive partnership with ICET.

ATTACHMENTS:

Attachment 1 – Biographies

Attachment 2 – Conference Call Agenda

Attachment 3 – ICET Announcement re: COVID-19 Support Programs

Contact: Greg Goodwin, Executive Director, 250-361-5571

Prepared by: Alanna Dixon, A/Senior Director, Cross-Government Initiatives

Reviewed by			
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Attachment 1 – Biographies

Line Robert, CEO, Island Coastal Economic Trust

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Mayor Josie Osborne, Chair, Island Coastal Economic Trust

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Attachment 2 – Conference Call Agenda

- Territorial Acknowledgement
- Introductions
- Purpose of call – JEDC
 - Information sharing
 - Possible areas of collaboration
- Issues and responses – ICET
- Next steps

Attachment 3 – ICET Announcement re: COVID-19 Support Programs

NEW COVID-19 RAPID RESPONSE PROGRAMS FOR BUSINESS
Tuesday, April 21, 2020

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Line Robert
CEO Island Coastal Economic Trust (ICET)

MEETING NOTE

Cliff #: 148640

Date: April 28, 2020

PREPARED FOR: Honourable Michelle Mungall, Minister of Jobs, Economic Development and Competitiveness.

DATE AND TIME OF MEETING: Wednesday, May 6, 2020 from 3:15-3:45 PM via conference call.

ATTENDEES: Joel McKay, CEO, and Margo Wagner, Chair, Northern Development Initiative Trust (NDIT).

ISSUE(S): Conference call with NDIT to discuss COVID-19 related issues and response (Agenda in Attachment 2).

BACKGROUND: The Ministry of Jobs, Economic Development and Competitiveness (JEDC) manages the corporate relationship with NDIT, which was created by government in 2004 through the *Northern Development Initiative Trust Act*. They received an allocation of \$135 million in 2005 from the proceeds of the sale of BC Rail and a further \$50 million from the Province in 2006. NDIT supports economic development initiatives and job creation in central and northern British Columbia. In addition to their own range of programs, NDIT also administers funds on behalf of third-parties, including Connecting British Columbia on behalf of the Province and the BC Hydro Go Fund.

NDIT is guided by a Board of Directors and four Regional Advisory Committees (RACs), which include dozens of locally elected officials and MLAs. The Board includes eight members elected by the RACs and five members appointed by Order in Council.

Since inception in 2005, and as of the end of 2018, NDIT reports that its Board has approved \$139 million in Trust funding and \$67.1 million in third-party funding to 3,466 projects. The trust also reports that 6,238 jobs have been created and \$1.28 billion invested in the region through partnerships with over 1,200 organizations.

DISCUSSION: In April 2020, NDIT made two announcements regarding COVID-19 support for the region's businesses. First, they have adjusted their popular Forestry Affected Business Consulting Rebate program to include businesses impacted by the COVID-19 crisis (Attachment 3). The program will reimburse small and medium sized businesses up to 85 per cent, to a maximum of \$25,000, for the cost of hiring a consultant to assist with business efforts, including transitioning to e-commerce

platforms or alternative modes of operation during current social and physical distancing restrictions, as well as to support operational and systems improvements and business repositioning for a long-term return to profitability.

Second, they have partnered with Support Local BC to promote the purchase of gift cards from businesses in their own Love Northern BC program (Attachment 4). Launched in response to the COVID-19 crisis, Support Local BC provides a platform for communities and businesses throughout the province to support each other by purchasing gift cards for future use.

The conference call with the CEO and Chair will serve to hear directly about these programs, issues they are facing, and their short, medium and longer term plans to respond to the impacts of COVID-19 on businesses and communities in their region.

SUGGESTED RESPONSE/KEY MESSAGING:

- Many thanks to the trust for its active role in spurring economic development in the region, and for your quick response to the COVID-19 crisis.
- It is heartening to see organizations like NDIT and your partners pulling together to help communities and businesses during these unprecedented times.
- We are all in this together and welcome the opportunity to collaborate in support of our province's economic recovery and the long-term health and prosperity of our local and regional economies.
- I look forward to a continued strong and mutually supportive partnership with NDIT.

ATTACHMENTS:

Attachment 1 – Biographies

Attachment 2 – Conference Call Agenda

Attachment 3 – NDIT News Release re: Adjusted Rebate Program

Attachment 4 – NDIT News Release re: Partnership with Support Local BC

Contact: Greg Goodwin, Executive Director, 250-361-5571

Prepared by: Alanna Dixon, A/Senior Director, Cross-Government Initiatives

Reviewed by			
Dir: AD	ED: GG	ADM: SB	DM: FM

Attachment 1 – Biographies

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Joel McKay Copyright
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Margo Wagner Copyright
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Attachment 2 – Conference Call Agenda

- Territorial Acknowledgement
- Introductions
- Purpose of call – JEDC
 - Information sharing
 - Possible areas of collaboration
- Issues and responses – NDIT
- Next steps

Attachment 3 – NDIT News Release re: Adjusted Rebate Program

Northern Development adjusts rebate program to support COVID-19-affected businesses

April 8, 2020

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For more information on eligibility and how to apply, visit
www.northerndevelopment.bc.ca.

Quotes:

Michelle Mungall, Minister of Jobs, Economic Development and Competitiveness

“The COVID-19 crisis has resulted in sudden and significant changes for our communities and local businesses. Northern Development has designed this program to support Northern B.C. businesses as they adapt during these unprecedented times. Building resilience in our local economies is critical as we all pull together to reduce the impacts of this pandemic.”

Ryan McLean, Vice President, Financing and Consulting, Business Development Bank of Canada

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Joel McKay, CEO, Northern Development Initiative Trust

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Holly Plato

Director, Communications and Marketing

Northern Development Initiative Trust

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Attachment 4 – NDIT News Release re: Partnership with Support Local BC

Northern Development partners with Support Local BC for gift card program to assist Love Northern BC businesses

April 27, 2020

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