

## RE: Meeting with Lululemon

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From: Luney, Aireen M MUNI:EX <Aireen.Luney@gov.bc.ca>  
To: XT:Bromley, Darcy PSFS:IN <Darcy.Bromley@cic.gc.ca>  
Sent: January 11, 2022 12:24:12 PM PST  
Hi Darcy,

Thanks for reaching out! Would you be able to provide the name(s) of who you're meeting with a lululemon? We will try to attend and this will help to identify a person from our team.

Thanks

Aireen

---

**From:** XT:Bromley, Darcy AEST:IN <Darcy.Bromley@cic.gc.ca>  
**Sent:** January 11, 2022 10:52 AM  
**To:** Luney, Aireen M MUNI:EX <Aireen.Luney@gov.bc.ca>  
**Subject:** Meeting with Lululemon

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Hi Aireen,

Happy New Year to you! I bet you have lots of catching up to do after being off 😊

I am meeting with Lululemon today at 1:00 pm as they have plans to expand their operations. They just sent me this info to describe the types of positions they are looking to fill and I'm wondering if any of them would fit under PNP programs? You are welcome to join the call if you are free, but I know it is not a lot of notice.

s.21

Darcy Bromley  
Outreach Officer, Domestic Network  
Immigration, Refugees and Citizenship Canada / Government of Canada  
[Darcy.Bromley@cic.gc.ca](mailto:Darcy.Bromley@cic.gc.ca) / Tel: 604-315-7672  
Agente de promotion, Réseau national  
Immigration, Réfugiés et Citoyenneté Canada / Gouvernement du Canada  
[Darcy.Bromley@cic.gc.ca](mailto:Darcy.Bromley@cic.gc.ca) / Tél.: 604-315-7672

## FW: Meeting with Lululemon

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From: Luney, Aireen M MUNI:EX <Aireen.Luney@gov.bc.ca>  
To: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
Sent: January 11, 2022 12:31:09 PM PST  
Hi Deb,

FYI, Darcy has reached out and asked if we would be interested in attending a meeting with lululemon. We did already met with representatives from the company in December as they reached out to Dave to largely to understand how we expedite files and in this context briefly explained their operations. It may be good for us to be there to get a broader understanding and to hear what they are going to the feds with.

As an aside, Vancouver Economic Commission also reached out to me in December after a meeting with lululemon as they were seeking to understand how the program may be able to support the company's expansion. Those at the meeting with VEC were different from who we met with.

I have asked Darcy if she's able to share in advance who she's meeting with to compare if they are the same folks that we met with.

If it's ok with you, could we push our bilat back to later in the afternoon so I can attend?

Thanks Deb.

Aireen

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**From:** XT:Bromley, Darcy AEST:IN <Darcy.Bromley@cic.gc.ca>  
**Sent:** January 11, 2022 10:52 AM  
**To:** Luney, Aireen M MUNI:EX <Aireen.Luney@gov.bc.ca>  
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## RE: Lululemon SIP proposal

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
Sent: September 23, 2022 4:02:49 PM PDT  
Attachments: 271136 - DN - ADM - Lululemon Request for Significant Investment Project draft Sep 23.docx  
For info, with my response to Brian. Right now, Microsoft requests -s.21

Troy

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**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** September 23, 2022 3:56 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

After I sent that to you I got additional info from Lulu about the proposal – most notably volume. They noted they'd expect the following:

approximately 520 new roles will be onboarded each year. Typically, our hiring follows a pattern:

- Q1 – 30% (156)
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- Q3 – 20% (104)
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How does this compare to Microsoft? Are you able to roughly ballpark how much staff time that takes? Are there any other expenses associated with doing this other than staff time?

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**Sent:** September 23, 2022 3:52 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

s.13; s.17

Troy

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**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** September 23, 2022 2:46 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** Lululemon SIP proposal

Hi Troy, I'm sending this to you as a heads up on something I brought up I think quite some time ago – and also wanted to see if you have any input.

We've been going back and forth with Lululemon about a proposal they've put forward for a SIP for almost a year now,  
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s.13 We've drafted up a note to get minister direction on this.

We just briefly touch on the operational impact that would have on your branch.



Do you have any input on this note? If it is easier to talk it through, I'd be happy to set up a call to discuss. We're likely to get a final proposal from them today or Monday, and will likely try to act as quick as we can<sup>s.13</sup>

s.13

Cheers,  
Brian

**Brian Vatne**

Director, Immigration Policy

Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs

Page 006 of 176 to/à Page 012 of 176

Withheld pursuant to/removed as

s.13 ; s.16 ; s.17 ; s.21

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Cc: Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
Sent: September 23, 2022 4:05:11 PM PDT

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s.13; s.17

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MS is currently requesting - s.21

Troy

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**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

Yes

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All foreign sourced?

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We just briefly touch on the operational impact that would have on your branch.

Do you have any input on this note? If it is easier to talk it through, I'd be happy to set up a call to discuss. We're likely to get a final proposal from them today or Monday, and will likely try to act as quick as we can s.13  
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Cheers,  
Brian

**Brian Vatne**  
Director, Immigration Policy  
Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs

## Re: Lululemon SIP proposal

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From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
Sent: September 23, 2022 4:33:43 PM PDT  
s.13; s.17

Troy

---

**From:** Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
**Sent:** Friday, September 23, 2022 4:32:13 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

Hi,  
s.13; s.17

Deb

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** September 23, 2022 4:03 PM  
**To:** Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

For info, with my response to Brian. Right now, Microsoft requests<sup>s.21</sup>

Troy

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**Sent:** September 23, 2022 3:52 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

s.13; s.17

Troy

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Cheers,  
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**Brian Vatne**  
Director, Immigration Policy  
Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs

## Re: Lululemon SIP proposal

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From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
Sent: September 23, 2022 5:13:53 PM PDT

I estimated at the higher end, but if the volumes are as expected for a new SIP, better safe than sorry.

Troy

---

**From:** Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
**Sent:** Friday, September 23, 2022 5:12:09 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

Thanks, will connect with Carling about this next week.  
Is it really that high of days? Not questioning it, but good to know...

s.13

Question

for next week.  
Deb

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** September 23, 2022 5:03 PM  
**To:** Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
**Subject:** Fwd: Lululemon SIP proposal

Proposed changes...

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**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** Friday, September 23, 2022 4:14:36 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

Ok, I have the note with Carling for review, and will add some additional detail about what it would mean for staff impacts.

I'll run it by you after we get it in the note, but can we write up something that includes these points:

- The current MS SIP includes about s.21
- Requests are reviewed by a manager, processed by admin staff and require ED review for a signature
- A batch of 20 requests, considering all staff time involved, occupies approximately an FTE for 2-3 days

s.13; s.17

Brian

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** September 23, 2022 4:05 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>

**Subject:** RE: Lululemon SIP proposal

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Troy

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MS is currently requesting <sup>s.21</sup>

Troy

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Yes

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All foreign sourced?

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To: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
Cc: Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
Sent: September 26, 2022 11:45:52 AM PDT

I'm good with this. Deb will probably ask me to provide some estimates for her info, but that's fine.

Thanks,

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** September 26, 2022 11:38 AM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

Troy, based on your discussion earlier, what do you think of this?

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s.13; s.16; s.17

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After I sent that to you I got additional info from Lulu about the proposal – most notably volume. They noted they'd expect the following:

approximately 520 new roles will be onboarded each year. Typically, our hiring follows a pattern:

- Q1 – 30% (156)
- Q2 – 30% (156)
- Q3 – 20% (104)
- Q4 – 20% (104)

How does this compare to Microsoft? Are you able to roughly ballpark how much staff time that takes? Are there any other expenses associated with doing this other than staff time?

---

**From:** Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>

**Sent:** September 23, 2022 3:52 PM

**To:** Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>

**Subject:** RE: Lululemon SIP proposal

s.13; s.17

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>

**Sent:** September 23, 2022 2:46 PM

**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>

**Subject:** Lululemon SIP proposal

Hi Troy, I'm sending this to you as a heads up on something I brought up I think quite some time ago – and also wanted to see if you have any input.

We've been going back and forth with Lululemon about a proposal they've put forward for a SIP for almost a year now,

s.13

s.13 We've drafted up a note to get minister direction on this.

We just briefly touch on the operational impact that would have on your branch.

Do you have any input on this note? If it is easier to talk it through, I'd be happy to set up a call to discuss. We're likely to get a final proposal from them today or Monday, and will likely try to act as quick as we can s.13

s.13

Cheers,  
Brian

**Brian Vatne**

Director, Immigration Policy

Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs

## FW: Lululemon

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
Sent: October 20, 2022 2:28:21 PM PDT  
Attachments: 271315\_MIN MBN\_Lululemon.docx

s.21

s.17

s.17

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** October 20, 2022 2:21 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** Lululemon

Hi Troy, I'm not sure if any Lululemon news has made its way over to you at all, but in case it hasn't – attached is a note for a CEO-Minister meeting next week. It gives you a sense of the direction we've been given by Rachel on this. There's been DM-level discussions with MUNI, AEST and JERI that has led to the general direction noted here.

I'll let you know how it all goes, <sup>s.13</sup>

Brian

**Brian Vatne**

Director, Immigration Policy

Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs

Page 024 of 176 to/à Page 027 of 176

Withheld pursuant to/removed as

s.13 ; s.16 ; s.17 ; s.21

## RE: Lululemon

---

From: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
To: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
Sent: October 20, 2022 2:59:41 PM PDT  
Yes, Rachel had let me know about DM level discussions, but had not heard outcomes. s.17  
s.17

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** October 20, 2022 2:28 PM  
**To:** Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
**Subject:** FW: Lululemon

s.21 s.17  
s.17

Troy

---

**From:** Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>  
**Sent:** October 20, 2022 2:21 PM  
**To:** Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>  
**Subject:** Lululemon

Hi Troy, I'm not sure if any Lululemon news has made its way over to you at all, but in case it hasn't – attached is a note for a CEO-Minister meeting next week. It gives you a sense of the direction we've been given by Rachel on this. There's been DM-level discussions with MUNI, AEST and JERI that has led to the general direction noted here.

I'll let you know how it all goes, s.13

Brian

**Brian Vatne**  
Director, Immigration Policy  
Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs

## MS Process doc and next SIP agreement

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
Sent: October 28, 2022 2:58:09 PM PDT  
Hi Linda,

I seem to recall there is a document that reflects the admin process for Microsoft letters. Can you please point me in that direction?

As it seems<sup>s.13</sup> a PIA is required.  
Kevin Walsh (from Brian's team) is going to lead on the PIA, so if we can provide him the process doc he can probably complete 90% of it from that and then we can likely just review the final PIA and fill in any blanks.

At the same time, once NOC 2021/CMS migration is wrapped, I suspect we'd be wise to consider streamlining the letter generation process if we can. <sup>s.13; s.17</sup>

<sup>s.13; s.17</sup>

Thanks,

Troy



## RE: MS Process doc and next SIP agreement

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
Sent: October 28, 2022 3:08:56 PM PDT  
Attachments: image001.jpg  
That is it. Thank you.

Let's note this topic for our next bilat. Also wondering if we should have more frequent (30 min or less) check ins with Alison, you and me as we approach Nov 16? We don't have to, but it might be good to have someplace we can raise concerns or ask for help a couple of times a week. But if it will just get in the way of work, no worries. s.22

Troy

---

**From:** Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Sent:** October 28, 2022 3:02 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** RE: MS Process doc and next SIP agreement

Hello – is this what you are referring to?

s.15

Linda  
450 - 605 Robson Street  
Vancouver, B.C., V6B 5J3

*This communication is intended for the use of the recipient to whom it is addressed, and may contain confidential, personal and/or privileged information. Please contact us immediately if you are not the intended recipient of this communication, and do not copy, distribute, or take action relying on it. A communication received in error, or subsequent reply, should be deleted or destroyed.*



---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** October 28, 2022 2:58 PM  
**To:** Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Subject:** MS Process doc and next SIP agreement

Hi Linda,

I seem to recall there is a document that reflects the admin process for Microsoft letters. Can you please point me in that direction?

As it seems s.13 a PIA is required.  
Kevin Walsh (from Brian's team) is going to lead on the PIA, so if we can provide him the process doc he can probably complete 90% of it from that and then we can likely just review the final PIA and fill in any blanks.

At the same time, once NOC 2021/CMS migration is wrapped, I suspect we'd be wise to consider streamlining the letter generation process if we can. s.13; s.17

s.13; s.17

Thanks,

Troy

## RE: Touch base, re: lululemon

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
Cc: Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
Sent: November 2, 2022 10:35:51 AM PDT  
Attachments: Microsoft Procedure 2021.docx  
An important reminder! Attached is the process doc.

Thanks,

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** November 2, 2022 10:33 AM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
**Subject:** RE: Touch base, re: lululemon

Hey Troy! Just following up; would you be able to send over the SIP process stuff to Kevin to get the PIA going?

Cheers,  
Brian

-----Original Appointment-----

**From:** Vatne, Brian R MUNI:EX  
**Sent:** October 27, 2022 2:59 PM  
**To:** Vatne, Brian R MUNI:EX; Walsh, Kevin MUNI:EX; Machan, Troy MUNI:EX  
**Subject:** Touch base, re: lululemon  
**When:** October 28, 2022 2:30 PM-3:00 PM (UTC-08:00) Pacific Time (US & Canada).  
**Where:** Microsoft Teams Meeting

---

## Microsoft Teams meeting

### Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: s.15; s.17

Passcode: s.15; s.17

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### Or call in (audio only)

s.15; s.17 Canada, Victoria

Phone Conference ID: s.15; s.17

[Find a local number](#) | [Reset PIN](#)

Toll-free (audio only): s.15; s.17

[Learn More](#) | [Meeting options](#)

## RE: Quick question, Lululemon PIA

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>

To: Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>

Sent: December 8, 2022 3:01:20 PM PST

That would be an MS Excel sheet stored on the LAN. The current 'owner' is Linda Wood.

Troy

---

**From:** Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>

**Sent:** December 8, 2022 2:50 PM

**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>

**Subject:** Quick question, Lululemon PIA

Hi Troy,

I'm finalizing the PIA for the Lululemon SIP and wondered if you could help answer a question.

There's a section that asks about the 'personal information bank' we would be using (i.e., the same thing as the info we have on file for Microsoft employees), and I need to include a business contact title and phone number for the person responsible for managing it. Could you advise on what I should write?

Thank you for your help,

Kevin Walsh

Policy Analyst

Immigration Policy and Integration Branch

Ministry of Municipal Affairs

## lululemon

---

From: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
To: Helander, Carling MUNI:EX <Carling.Helander@gov.bc.ca>  
Sent: December 13, 2022 5:14:56 PM PST  
Hi,  
Can we find time Wed to discuss please.

Have not checked in with Troy on this; do have concerns, s.13; s.17  
s.13; s.17

s.13; s.17

Deb

Lets chat!

## RE: For Review: lululemon Significant Investment Project and MOU

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
Cc: Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>, Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
Sent: December 29, 2022 10:02:31 AM PST

Just to be clear, we will only be entertaining work permit support letters for the 29 noted NOCs?

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** December 19, 2022 9:07 AM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
**Subject:** FW: For Review: lululemon Significant Investment Project and MOU

FYI, Troy, I've set up time this week to discuss this<sup>s.13; s.16</sup> and we'll need to turn our attention to implementation.

Cheers,  
Brian

---

**From:** Wempe, Sarah MUNI:EX <Sarah.Wempe@gov.bc.ca> **On Behalf Of** Holmes, Rachel MUNI:EX  
**Sent:** December 19, 2022 8:25 AM  
**To:** [marian.campbelljarvis@cic.gc.ca](mailto:marian.campbelljarvis@cic.gc.ca)  
**Cc:** Helander, Carling MUNI:EX <Carling.Helander@gov.bc.ca>; [ian.gillespie@cic.gc.ca](mailto:ian.gillespie@cic.gc.ca); [christopher.chevrier@hrsdc-rhdcc.gc.ca](mailto:christopher.chevrier@hrsdc-rhdcc.gc.ca); Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>; Bozovic, Olivia MUNI:EX <Olivia.Bozovic@gov.bc.ca>  
**Subject:** For Review: lululemon Significant Investment Project and MOU

Marian,

s.13; s.17; s.21

Sincerely,

Carling Helander, A/Assistant Deputy Minister

On behalf of Rachel Holmes, Assistant Deputy Minister  
Immigration Services and Strategic Planning  
Ministry of Municipal Affairs

## FW: BC SIP proposal

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
Sent: January 4, 2023 1:34:34 PM PST  
Attachments: BC letter (002) mcj.pdf  
Officially approved by IRCC...

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** January 4, 2023 1:18 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** FW: BC SIP proposal

Hey Troy,

Heads up, IRCC just approved this. Carling and Rachel want to talk about next steps tomorrow morning, don't know what Rachel has in mind, but I'm guessing this involves me and Kim putting together an implementation plan. As your team will be doing the operational aspect of this work, of course we'll loop you in on developing this plan to get your input.

We'll be in touch again soon.

Brian

---

**From:** Helander, Carling MUNI:EX <Carling.Helander@gov.bc.ca>  
**Sent:** January 4, 2023 12:08 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** FW: BC SIP proposal

IRCC approval confirmed. What are your proposed next steps?

---

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Withheld pursuant to/removed as

s.16



## RE: BC SIP proposal

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
Cc: Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>, Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
Sent: January 5, 2023 11:13:52 AM PST  
Hi Brian,

From an operational standpoint, we have some questions for IRCC. Ideally, I'd like to confirm with IRCC operations staff what is expected. The current process for our existing SIP is below.

s.15; s.17

Would you mind asking IRCC for the appropriate operational contact to verify the same process will continue to be used be used for this SIP? s.21 that is  
widely understood to be an in-demand. I could guess at who might be the operations branch person who stickhandles these letters when they are submitted to a visa officer, but we should probably get that info from the source.

s.13; s.17

s.13; s.17 If additional processes are required, we need to account for that expense at the outset to ensure letters can be generated within a reasonable time frame, and likely communicate that time frame to the designated individual who will be representing the company.

Thanks,

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** January 4, 2023 1:18 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** FW: BC SIP proposal

Hey Troy,

Heads up, IRCC just approved this. Carling and Rachel want to talk about next steps tomorrow morning, don't know what Rachel has in mind, but I'm guessing this involves me and Kim putting together an implementation plan. As your team will be doing the operational aspect of this work, of course we'll loop you in on developing this plan to get your input.

We'll be in touch again soon.

Brian

---

**From:** Helander, Carling MUNI:EX <Carling.Helander@gov.bc.ca>  
**Sent:** January 4, 2023 12:08 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** FW: BC SIP proposal

IRCC approval confirmed. What are your proposed next steps?

Page 040 of 176

Withheld pursuant to/removed as

s.16

## RE: lululemon atletica SIP Implementation

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Gavra.Cristina <Cristina.Gavra@cic.gc.ca>  
Cc: Lee.Nancy <Nancy.Lee@cic.gc.ca>, Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>, Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>, Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>, Paslat.Alexandra <Alexandra.Paslat@cic.gc.ca>  
Sent: January 11, 2023 10:25:15 AM PST  
Thanks Kim, hi Christina,

I can confirm that BC plans follow a similar process, issuing a work permit support letter for each individual. Right now, MS letters have a work city noted for the centre of excellence (Vancouver).<sup>s.13</sup>  
<sup>s.13</sup> I've copied in Linda Wood, the Manager who currently coordinates the MS letters for BC.

With an eye to confirming the process (and required resources), we are currently administrating the SIP letters with an eye to administrative accuracy.<sup>s.21</sup>  
<sup>s.21</sup> <sup>s.13</sup>  
<sup>s.13</sup>

In short, <sup>s.13; s.15</sup>  
<sup>s.13; s.15</sup>

<sup>s.13; s.15</sup> We imagined a similar process for Lululemon, within the 29 NOCs listed in the agreement. Is there additional due diligence suggested?

Troy Machan  
Director, Business Operations  
Immigration Programs Branch  
Ministry of Municipal Affairs  
T: 778 572-5646

---

**From:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Sent:** January 11, 2023 8:55 AM  
**To:** Gavra.Cristina <Cristina.Gavra@cic.gc.ca>; Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Paslat.Alexandra <Alexandra.Paslat@cic.gc.ca>; Lee.Nancy <Nancy.Lee@cic.gc.ca>; Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Subject:** RE: lululemon atletica SIP Implementation

Hi Cristina. Happy New Year to you! Troy is the program contact for these kinds of questions but I can assist with answering these questions.<sup>s.13; s.16</sup>  
<sup>s.13; s.16</sup>

Thanks so much for your support on this project Cristina.

cheers,  
*Kim Bradbury*  
Senior Policy Advisor, Immigration Policy  
Immigration and Strategic Planning Division  
Ministry of Municipal Affairs  
Government of British Columbia  
Mobile: (778) 677-6644 Fax:(250) 356-0033

Email: [kim.bradbury@gov.bc.ca](mailto:kim.bradbury@gov.bc.ca)

---

**From:** Gavra.Cristina <[Cristina.Gavra@cic.gc.ca](mailto:Cristina.Gavra@cic.gc.ca)>

**Sent:** January 9, 2023 11:54 AM

**To:** Bradbury, Kim MUNI:EX <[Kim.Bradbury@gov.bc.ca](mailto:Kim.Bradbury@gov.bc.ca)>; Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>

**Cc:** Paslat.Alexandra <[Alexandra.Paslat@cic.gc.ca](mailto:Alexandra.Paslat@cic.gc.ca)>; Lee.Nancy <[Nancy.Lee@cic.gc.ca](mailto:Nancy.Lee@cic.gc.ca)>

**Subject:** lululemon athletica SIP Implementation

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

s.16

Cristina

**Cristina Gavra (she/her)**

Policy Analyst, Social and Temporary Migration Branch | Analyste des politiques, Direction générale d'immigration sociale et temporaire  
Immigration, Refugees and Citizenship Canada | Immigration, Réfugiés et Citoyenneté Canada

[Cristina.Gavra@cic.gc.ca](mailto:Cristina.Gavra@cic.gc.ca) | Telework: 343-543-5831

## RE: lululemon SIP update

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
Sent: January 18, 2023 12:09:35 PM PST

Yes, I can. We need to start sorting out the operational details to ensure we know what we want them to do as well.

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** January 18, 2023 8:34 AM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** FW: lululemon SIP update

Hi Troy, would you be able to answer these questions for Judee, re: getting the process up and running?

s.16; s.21

Thanks,  
Brian

---

**From:** Judee Duran <judeeduran@lululemon.com>  
**Sent:** January 17, 2023 6:05 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Cc:** Angela Wright <angelawright@lululemon.com>; Lindsey Taylor <litaylor@lululemon.com>; Meghan Munro <mmunro@lululemon.com>; Paul Gómez <paulgomez@lululemon.com>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>; Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** Re: lululemon SIP update

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Hi Brian,

Hope you're well!

Now that the MOU is signed and finalized, s.21  
s.21

Let me know if you have any questions.

Best,  
Judee

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Date:** Tuesday, January 10, 2023 at 5:44 PM

**To:** Judee Duran <judeeduran@lululemon.com>

**Cc:** Angela Wright <angelawright@lululemon.com>, Lindsey Taylor <litaylor@lululemon.com>, Meghan Munro <mmunro@lululemon.com>, Paul Gómez <paulgomez@lululemon.com>, Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>, Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>, Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>

**Subject:** RE: lululemon SIP update

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you can confirm the sender and know the content is safe.

Thanks very much for the heads up on that mistake.

I've attached a version with Rachel crossing out the mistake and putting in the correct date, with her initials beside the X-out.

s.16

Regards,  
Brian

---

**From:** Judee Duran <judeeduran@lululemon.com>

**Sent:** January 10, 2023 9:17 AM

**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>

**Cc:** Angela Wright <angelawright@lululemon.com>; Lindsey Taylor <litaylor@lululemon.com>; Meghan Munro <mmunro@lululemon.com>; Paul Gómez <paulgomez@lululemon.com>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>; Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>

**Subject:** Re: lululemon SIP update

**[EXTERNAL]** This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi Brian,

Thanks for the update.<sup>s.21</sup>

Kindly find attached the MOU, signed by Susan Gelinas – SVP, People & Culture. Please note that there seems to be a typo in the date of Rachel's signature – it shows January 6, 2022. I assume it should be updated to 2023. Let me know if you need an update MOU or if this one can be edited.

Looking forward to building our partnership with the BC government.

Best,  
Judee

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>

**Date:** Tuesday, January 10, 2023 at 12:02 PM

**To:** Judee Duran <judeeduran@lululemon.com>

**Cc:** Angela Wright <angelawright@lululemon.com>, Lindsey Taylor <litaylor@lululemon.com>, Meghan Munro <mmunro@lululemon.com>, Paul Gómez <paulgomez@lululemon.com>, Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>, Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>, Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>

**Subject:** RE: lululemon SIP update

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you can confirm the sender and know the content is safe.

Hi Judee,

We'll loop back with you on this. s.13; s.16  
s.13; s.16

how this is progressing to put some time in our calendars.

I'll check back later this week based on

Brian

---

**From:** Judee Duran <judeeduran@lululemon.com>

**Sent:** January 9, 2023 2:16 PM

**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>

**Cc:** Angela Wright <angelawright@lululemon.com>; Lindsey Taylor <litaylor@lululemon.com>; Meghan Munro <mmunro@lululemon.com>; Paul Gómez <paulgomez@lululemon.com>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>

**Subject:** Re: lululemon SIP update

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Hi Brian,

Thanks for getting us the signed MOU so quickly. I've sent over the document to be signed by Susan and am hoping to send you the signed version in a few days.

Did you want to set up some time this week to go over the kick off meetings?

Let me know if you have any questions.

Best,  
Judee

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>

**Date:** Monday, January 9, 2023 at 1:35 PM

**To:** Judee Duran <judeeduran@lululemon.com>

**Cc:** Angela Wright <angelawright@lululemon.com>, Lindsey Taylor <litaylor@lululemon.com>, Meghan Munro <mmunro@lululemon.com>, Paul Gómez <paulgomez@lululemon.com>, Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>, Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>

**Subject:** RE: lululemon SIP update

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Judee,

Please find attached the MOU for signature, see the signature block on page 9 of the file.

Cheers,  
Brian

---

**From:** Judee Duran <judeeduran@lululemon.com>

**Sent:** January 5, 2023 3:41 PM

**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>

**Cc:** Angela Wright <[angelawright@lululemon.com](mailto:angelawright@lululemon.com)>; Lindsey Taylor <[litaylor@lululemon.com](mailto:litaylor@lululemon.com)>; Meghan Munro <[mmunro@lululemon.com](mailto:mmunro@lululemon.com)>; Paul Gómez <[paulgomez@lululemon.com](mailto:paulgomez@lululemon.com)>; Bradbury, Kim MUNI:EX <[Kim.Bradbury@gov.bc.ca](mailto:Kim.Bradbury@gov.bc.ca)>; Walsh, Kevin MUNI:EX <[Kevin.Walsh@gov.bc.ca](mailto:Kevin.Walsh@gov.bc.ca)>; Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>

**Subject:** Re: lululemon SIP update

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Hi Brian,

Hope you had a nice holiday. This is great news to start the new year! We're so excited to move to the next steps and further our partnership.

1:30pm works for us tomorrow. I'll send over a calendar invite shortly. @Troy - Nice to meet you, looking forward to working with you on the SIP.

As for the signatory from our end, that would be Susan Gelinas - SVP, People and Culture. I can send the doc over for an e-signature if that's sufficient, otherwise, please let me know what are the best options.

Looking forward to meeting tomorrow! Please let me know if you have any questions.

Best,  
Judee

---

**From:** Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>

**Sent:** Thursday, January 5, 2023 6:20 PM

**To:** Judee Duran <[judeeduran@lululemon.com](mailto:judeeduran@lululemon.com)>

**Cc:** Angela Wright <[angelawright@lululemon.com](mailto:angelawright@lululemon.com)>; Lindsey Taylor <[litaylor@lululemon.com](mailto:litaylor@lululemon.com)>; Meghan Munro <[mmunro@lululemon.com](mailto:mmunro@lululemon.com)>; Paul Gómez <[paulgomez@lululemon.com](mailto:paulgomez@lululemon.com)>; Bradbury, Kim MUNI:EX <[Kim.Bradbury@gov.bc.ca](mailto:Kim.Bradbury@gov.bc.ca)>; Walsh, Kevin MUNI:EX <[Kevin.Walsh@gov.bc.ca](mailto:Kevin.Walsh@gov.bc.ca)>; Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>

**Subject:** lululemon SIP update

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Hi Judee and team,

I have an update for you on the SIP request. IRCC has confirmed their support for BC's request for a SIP designation for lululemon.

Thank you very much for all of the work to date and the collaboration on the MOU, we appreciated the effort to put together an MOU that will have a substantial benefit for BC and Canada, and for your company. We look forward to the next step on this journey together: implementation!

To this end, we are hoping you have time for a short meeting at 1:30 tomorrow, alternatively, if you can provide some times for Monday where you could meet we can coordinate on our end a time to discuss next steps. We would also like to use this time to introduce you to Troy Machan, the Director of Business Operations at MUNI who will be responsible for the operational process associated with the LMIA exemptions.

One question for you in advance of our chat so we can work towards getting the MOU signed – what is the name and job title of the person at lululemon who will sign the MOU on behalf of the company?

I look forward to chatting soon,  
Brian Vatne





## RE: lululemon SIP update

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Judee Duran <judeeduran@lululemon.com>, Meika Lalonde <meika@mccrealaw.ca>  
Sent: January 19, 2023 2:25:48 PM PST  
I'll include Meika on the invite optionally and you can discuss her attendance. It may be helpful.

Troy

---

**From:** Judee Duran <judeeduran@lululemon.com>  
**Sent:** January 19, 2023 1:48 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>; Meika Lalonde <meika@mccrealaw.ca>  
**Subject:** Re: lululemon SIP update

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

No apologies needed! Send it to me and Meghan on my team: [mmunro@lululemon.com](mailto:mmunro@lululemon.com)

Would it be helpful to have our immigration lawyer in the meeting as well? Meika Lalonde is our main partner from McCrea in Vancouver: [meika@mccrealaw.ca](mailto:meika@mccrealaw.ca)

Thanks!  
Judee

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Date:** Thursday, January 19, 2023 at 4:32 PM  
**To:** Judee Duran <judeeduran@lululemon.com>  
**Subject:** RE: lululemon SIP update

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you can confirm the sender and know the content is safe.

Apologies, can you remind me who from your side to include in the process meeting on the 31<sup>st</sup>?

Thanks,  
  
Troy

---

**From:** Judee Duran <judeeduran@lululemon.com>  
**Sent:** January 18, 2023 3:06 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>; Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Angela Wright <angelawright@lululemon.com>; Lindsey Taylor <litaylor@lululemon.com>; Meghan Munro <mmunro@lululemon.com>; Paul Gómez <paulgomez@lululemon.com>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
**Subject:** Re: lululemon SIP update

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Hi Troy and Brian,

Appreciate the additional context - this is super helpful.

@Machan, Troy MUNI:EX - feel free to send over an invite for 1pm for 60 min on the 31<sup>st</sup> to discuss the operations of the SIP. Meghan and I can work around that schedule. Are there any details or information you'd like us to come prepared with?

@Vatne, Brian R MUNI:EX - for the comms piece, let's add this to our agenda meeting on the 26th, if possible. I'd love to get an idea of what to expect from both the Province and the Federal side since it will be on the IRCC website. This way, we can prepare our internal teams from a change management lens and be ready when the SIP is live.

From our last conversation, s.16

s.16 Should we include someone from the Feds communications team to ensure all three parties are aligned on the external messaging and timing? Happy to connect separately on the comms piece if needed!

Looking forward to the weeks to come!

Best,  
Judee

---

**From:** Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>

**Sent:** Wednesday, January 18, 2023 5:06 PM

**To:** Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>; Judee Duran <[judeeduran@lululemon.com](mailto:judeeduran@lululemon.com)>

**Cc:** Angela Wright <[angelawright@lululemon.com](mailto:angelawright@lululemon.com)>; Lindsey Taylor <[litaylor@lululemon.com](mailto:litaylor@lululemon.com)>; Meghan Munro <[mmunro@lululemon.com](mailto:mmunro@lululemon.com)>; Paul Gómez <[paulgomez@lululemon.com](mailto:paulgomez@lululemon.com)>; Bradbury, Kim MUNI:EX <[Kim.Bradbury@gov.bc.ca](mailto:Kim.Bradbury@gov.bc.ca)>; Walsh, Kevin MUNI:EX <[Kevin.Walsh@gov.bc.ca](mailto:Kevin.Walsh@gov.bc.ca)>

**Subject:** RE: lululemon SIP update

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Hi Judee,

And I can speak to the communications part – I think as Troy works with IRCC, and as Troy works with you on getting the process up and running and are able to set timelines, I think that's when we can orchestrate communications as we'll need to be considering this when information goes live on IRCC's website on the process. I'll be tracking this as we go, the process part you'll work with Troy on is the dependency that will dictate communications timing.

Cheers,  
Brian

---

**From:** Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>

**Sent:** January 18, 2023 1:42 PM

**To:** Judee Duran <[judeeduran@lululemon.com](mailto:judeeduran@lululemon.com)>; Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>

**Cc:** Angela Wright <[angelawright@lululemon.com](mailto:angelawright@lululemon.com)>; Lindsey Taylor <[litaylor@lululemon.com](mailto:litaylor@lululemon.com)>; Meghan Munro <[mmunro@lululemon.com](mailto:mmunro@lululemon.com)>; Paul Gómez <[paulgomez@lululemon.com](mailto:paulgomez@lululemon.com)>; Bradbury, Kim MUNI:EX <[Kim.Bradbury@gov.bc.ca](mailto:Kim.Bradbury@gov.bc.ca)>; Walsh, Kevin MUNI:EX <[Kevin.Walsh@gov.bc.ca](mailto:Kevin.Walsh@gov.bc.ca)>

**Subject:** RE: lululemon SIP update

Hi Judee,

I think it is a good idea for us to leave a little time for the dust to settle with IRCC's guidance. That said, I'd be happy to schedule a first meeting to review operational requirements January 31<sup>st</sup> after 1pm. Let me know a 60 minute time that works and I'll send a link for virtual meeting.

s.13

Thanks,

Troy Machan

Director, Business Operations  
Immigration Programs Branch  
Ministry of Municipal Affairs  
T: 778 572-5646

---

**From:** Judee Duran <judeeduran@lululemon.com>  
**Sent:** January 17, 2023 6:05 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Cc:** Angela Wright <angelawright@lululemon.com>; Lindsey Taylor <litaylor@lululemon.com>; Meghan Munro <mmunro@lululemon.com>; Paul Gómez <paulgomez@lululemon.com>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>; Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** Re: lululemon SIP update

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Hi Brian,

Hope you're well!

Now that the MOU is signed and finalized, s.21  
s.21

Let me know if you have any questions.

Best,  
Judee

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Date:** Tuesday, January 10, 2023 at 5:44 PM  
**To:** Judee Duran <judeeduran@lululemon.com>  
**Cc:** Angela Wright <angelawright@lululemon.com>, Lindsey Taylor <litaylor@lululemon.com>, Meghan Munro <mmunro@lululemon.com>, Paul Gómez <paulgomez@lululemon.com>, Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>, Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>, Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** RE: lululemon SIP update

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Thanks very much for the heads up on that mistake.

I've attached a version with Rachel crossing out the mistake and putting in the correct date, with her initials beside the X-out.

s.16

n

Regards,  
Brian

---

**From:** Judee Duran <judeeduran@lululemon.com>  
**Sent:** January 10, 2023 9:17 AM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Cc:** Angela Wright <angelawright@lululemon.com>; Lindsey Taylor <litaylor@lululemon.com>; Meghan Munro <mmunro@lululemon.com>; Paul Gómez <paulgomez@lululemon.com>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>; Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** Re: lululemon SIP update

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Hi Brian,

Thanks for the update. <sup>s.21</sup>

Kindly find attached the MOU, signed by Susan Gelinas – SVP, People & Culture. Please note that there seems to be a typo in the date of Rachel's signature – it shows January 6, 2022. I assume it should be updated to 2023. Let me know if you need an update MOU or if this one can be edited.

Looking forward to building our partnership with the BC government.

Best,  
Judee

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Date:** Tuesday, January 10, 2023 at 12:02 PM  
**To:** Judee Duran <judeeduran@lululemon.com>  
**Cc:** Angela Wright <angelawright@lululemon.com>, Lindsey Taylor <litaylor@lululemon.com>, Meghan Munro <mmunro@lululemon.com>, Paul Gómez <paulgomez@lululemon.com>, Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>, Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>, Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** RE: lululemon SIP update

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Hi Judee,

We'll loop back with you on this. <sup>s.13; s.16</sup>  
<sup>s.13; s.16</sup>  
how this is progressing to put some time in our calendars.

I'll check back later this week based on

Brian

---

**From:** Judee Duran <judeeduran@lululemon.com>  
**Sent:** January 9, 2023 2:16 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>

**Cc:** Angela Wright <[angelawright@lululemon.com](mailto:angelawright@lululemon.com)>; Lindsey Taylor <[litaylor@lululemon.com](mailto:litaylor@lululemon.com)>; Meghan Munro <[mmunro@lululemon.com](mailto:mmunro@lululemon.com)>; Paul Gómez <[paulgomez@lululemon.com](mailto:paulgomez@lululemon.com)>; Bradbury, Kim MUNI:EX <[Kim.Bradbury@gov.bc.ca](mailto:Kim.Bradbury@gov.bc.ca)>; Walsh, Kevin MUNI:EX <[Kevin.Walsh@gov.bc.ca](mailto:Kevin.Walsh@gov.bc.ca)>

**Subject:** Re: lululemon SIP update

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Hi Brian,

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Did you want to set up some time this week to go over the kick off meetings?

Let me know if you have any questions.

Best,  
Judee

---

**From:** Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>

**Date:** Monday, January 9, 2023 at 1:35 PM

**To:** Judee Duran <[judeeduran@lululemon.com](mailto:judeeduran@lululemon.com)>

**Cc:** Angela Wright <[angelawright@lululemon.com](mailto:angelawright@lululemon.com)>, Lindsey Taylor <[litaylor@lululemon.com](mailto:litaylor@lululemon.com)>, Meghan Munro <[mmunro@lululemon.com](mailto:mmunro@lululemon.com)>, Paul Gómez <[paulgomez@lululemon.com](mailto:paulgomez@lululemon.com)>, Bradbury, Kim MUNI:EX <[Kim.Bradbury@gov.bc.ca](mailto:Kim.Bradbury@gov.bc.ca)>, Walsh, Kevin MUNI:EX <[Kevin.Walsh@gov.bc.ca](mailto:Kevin.Walsh@gov.bc.ca)>

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Judee,

Please find attached the MOU for signature, see the signature block on page 9 of the file.

Cheers,  
Brian

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**Cc:** Angela Wright <[angelawright@lululemon.com](mailto:angelawright@lululemon.com)>; Lindsey Taylor <[litaylor@lululemon.com](mailto:litaylor@lululemon.com)>; Meghan Munro <[mmunro@lululemon.com](mailto:mmunro@lululemon.com)>; Paul Gómez <[paulgomez@lululemon.com](mailto:paulgomez@lululemon.com)>; Bradbury, Kim MUNI:EX <[Kim.Bradbury@gov.bc.ca](mailto:Kim.Bradbury@gov.bc.ca)>; Walsh, Kevin MUNI:EX <[Kevin.Walsh@gov.bc.ca](mailto:Kevin.Walsh@gov.bc.ca)>; Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>

**Subject:** Re: lululemon SIP update

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Hi Brian,

Hope you had a nice holiday. This is great news to start the new year! We're so excited to move to the next steps and further our partnership.

1:30pm works for us tomorrow. I'll send over a calendar invite shortly. @Troy - Nice to meet you, looking forward to working with you on the SIP.

As for the signatory from our end, that would be Susan Gelinas - SVP, People and Culture. I can send the doc over for an e-signature if that's sufficient, otherwise, please let me know what are the best options.

Looking forward to meeting tomorrow! Please let me know if you have any questions.

Best,  
Judee

---

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**Sent:** Thursday, January 5, 2023 6:20 PM  
**To:** Judee Duran <[judeeduran@lululemon.com](mailto:judeeduran@lululemon.com)>  
**Cc:** Angela Wright <[angelawright@lululemon.com](mailto:angelawright@lululemon.com)>; Lindsey Taylor <[litaylor@lululemon.com](mailto:litaylor@lululemon.com)>; Meghan Munro <[mmunro@lululemon.com](mailto:mmunro@lululemon.com)>; Paul Gómez <[paulgomez@lululemon.com](mailto:paulgomez@lululemon.com)>; Bradbury, Kim MUNI:EX <[Kim.Bradbury@gov.bc.ca](mailto:Kim.Bradbury@gov.bc.ca)>; Walsh, Kevin MUNI:EX <[Kevin.Walsh@gov.bc.ca](mailto:Kevin.Walsh@gov.bc.ca)>; Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>  
**Subject:** lululemon SIP update

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Hi Judee and team,

I have an update for you on the SIP request. IRCC has confirmed their support for BC's request for a SIP designation for lululemon.

Thank you very much for all of the work to date and the collaboration on the MOU, we appreciated the effort to put together an MOU that will have a substantial benefit for BC and Canada, and for your company. We look forward to the next step on this journey together: implementation!

To this end, we are hoping you have time for a short meeting at 1:30 tomorrow, alternatively, if you can provide some times for Monday where you could meet we can coordinate on our end a time to discuss next steps. We would also like to use this time to introduce you to Troy Machan, the Director of Business Operations at MUNI who will be responsible for the operational process associated with the LMIA exemptions.

One question for you in advance of our chat so we can work towards getting the MOU signed – what is the name and job title of the person at lululemon who will sign the MOU on behalf of the company?

I look forward to chatting soon,  
Brian Vatne

**Brian Vatne**  
Director, Immigration Policy  
Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs

## SIP process docs

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
Sent: January 24, 2023 11:34:14 AM PST  
Hi Linda,

Can you send me links or files relating to the MS SIP process? I'm trying to outline the basic steps from the perspective of the company for Lululemon before our meeting next week and I thought I should start from how we do it with MS.

Thanks,

Troy



## RE: SIP process docs

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
Sent: January 24, 2023 4:01:12 PM PST  
Attachments: image001.jpg, Proposed SIP Procedure 2023.docx

In preparing for the call with Lululemon, I was going to provide them with: this overview from their perspective, an example of the spreadsheet, an example of the consent form, and any other supporting documentation they'll be expected to provide.

Anything else you can think of?

Troy

---

**From:** Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Sent:** January 24, 2023 1:14 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** RE: SIP process docs

Hi there Troy – here is the link to the location as well - <sup>s.15</sup>  
s.15

Let me know if you need anything further.

Linda  
450 - 605 Robson Street  
Vancouver, B.C., V6B 5J3

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---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** January 24, 2023 11:34 AM  
**To:** Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Subject:** SIP process docs

Hi Linda,

Can you send me links or files relating to the MS SIP process? I'm trying to outline the basic steps from the perspective of the company for Lululemon before our meeting next week and I thought I should start from how we do it with MS.

Thanks,

Troy

## RE: SIP process docs

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
Sent: January 25, 2023 9:49:18 AM PST  
Attachments: image001.jpg

I re-created the sheet with some new fields (based on the IRCC agreement) and none of weird formatting from the MS master sheet.

Thanks,

Troy

---

**From:** Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Sent:** January 25, 2023 9:46 AM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** RE: SIP process docs

That about covers it – do you have sample letters and spreadsheets for them? Or do you need them still?

Just maybe expected time frames to return letters back to them.

Linda  
450 - 605 Robson Street  
Vancouver, B.C., V6B 5J3

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---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** January 24, 2023 4:01 PM  
**To:** Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Subject:** RE: SIP process docs

In preparing for the call with Lululemon, I was going to provide them with: this overview from their perspective, an example of the spreadsheet, an example of the consent form, and any other supporting documentation they'll be expected to provide.

Anything else you can think of?

Troy

---

**From:** Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Sent:** January 24, 2023 1:14 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** RE: SIP process docs

Hi there Troy – here is the link to the location as well <sup>s.15</sup>  
s.15

Let me know if you need anything further.

Linda  
450 - 605 Robson Street  
Vancouver, B.C., V6B 5J3

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---

**From:** Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>

**Sent:** January 24, 2023 11:34 AM

**To:** Wood, Linda MUNI:EX <[Linda.Wood@gov.bc.ca](mailto:Linda.Wood@gov.bc.ca)>

**Subject:** SIP process docs

Hi Linda,

Can you send me links or files relating to the MS SIP process? I'm trying to outline the basic steps from the perspective of the company for Lululemon before our meeting next week and I thought I should start from how we do it with MS.

Thanks,

Troy

## RE: SIP application processing - criteria

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
Cc: Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>, Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
Sent: January 25, 2023 3:47:09 PM PST  
Attachments: Template - BC Consent Letter 2022.docx, Example - 2023-January-31\_lulu candidates.xlsx, Proposed SIP Procedure 2023.docx

Hi Brian,

s.13

they should have decided on a PR pathway.

By the time someone has been here for 2 years

s.13; s.17

We have some draft docs we plan to share with them before the meeting – I’ve attached them. Please let me know if you have suggested edits or additions.

Thanks,

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** January 18, 2023 3:52 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: SIP application processing - criteria

Hey Troy,

We’ve pulled together the criteria that IRCC has noted we should be checking, and also from BC’s perspective what we think we should be checking to comply with the MOU. As you can see, there’s one thing that we need to clarify with them.

What do you think <sup>s.16</sup> anything we need to discuss?

Thanks for driving this with IRCC and lululemon, it’ll be good to get that Jan 31<sup>st</sup> meeting going.

Cheers,  
Brian

-----  
s.16

**Brian Vatne**

Director, Immigration Policy

Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs

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Withheld pursuant to/removed as

s.13 ; s.21

Page 061 of 176

Withheld pursuant to/removed as

s.13 ; s.15

## FW: SIP application processing - criteria

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From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
Sent: January 25, 2023 3:48:10 PM PST  
FYI – location of drafted (and yet to be drafted) lululemon docs:

s.15

Troy

---

**From:** Machan, Troy MUNI:EX  
**Sent:** January 25, 2023 3:47 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Subject:** RE: SIP application processing - criteria

Hi Brian,

s.13

they should have decided on a PR pathway.

By the time someone has been here for 2 years

s.13; s.17

We have some draft docs we plan to share with them before the meeting – I've attached them. Please let me know if you have suggested edits or additions.

Thanks,

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** January 18, 2023 3:52 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: SIP application processing - criteria

Hey Troy,

We've pulled together the criteria that IRCC has noted we should be checking, and also from BC's perspective what we think we should be checking to comply with the MOU. As you can see, there's one thing that we need to clarify with them.

What do you think of the „s.16

Anything we need to discuss?

Thanks for driving this with IRCC and lululemon, it'll be good to get that Jan 31<sup>st</sup> meeting going.

Cheers,  
Brian

-----  
s.16



**Brian Vatne**

Director, Immigration Policy

Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs

## RE: SIP application processing - criteria

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
Cc: Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>, Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
Sent: January 26, 2023 9:52:09 AM PST  
Morning Brian,

I think we'll review the required elements and how they'll be verified in the call but will avoid sharing additional documentation before we've sorted out the details. s.13  
s.13 so this  
is an increase in the processing which may start to border on a 'decision' requiring a decision maker.  
s.13; s.14

So far, I don't think March 13<sup>th</sup> is a problem for allowing requests to be submitted. We aren't sure how long the first letters will take to process (best guess so far is 'under two weeks').

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** January 26, 2023 9:03 AM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Subject:** RE: SIP application processing - criteria

Hi Troy,

Thanks for this, I've had a look through the documents and don't have any specific edits. Just one thought though:  
s.13; s.16  
s.13; s.16 and the additional ones Kim and I noted?  
s.13; s.16

Brian

---

**From:** Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>  
**Sent:** January 25, 2023 3:47 PM  
**To:** Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>  
**Cc:** Bradbury, Kim MUNI:EX <[Kim.Bradbury@gov.bc.ca](mailto:Kim.Bradbury@gov.bc.ca)>; Wood, Linda MUNI:EX <[Linda.Wood@gov.bc.ca](mailto:Linda.Wood@gov.bc.ca)>  
**Subject:** RE: SIP application processing - criteria

Hi Brian,

s.13; s.16  
they should have decided on a PR pathway. By the time someone has been here for 2 years

s.13; s.16; s.17

We have some draft docs we plan to share with them before the meeting – I've attached them. Please let me know if you have suggested edits or additions.

Thanks,

Troy

---

**From:** Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>  
**Sent:** January 18, 2023 3:52 PM  
**To:** Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>  
**Cc:** Bradbury, Kim MUNI:EX <[Kim.Bradbury@gov.bc.ca](mailto:Kim.Bradbury@gov.bc.ca)>  
**Subject:** RE: SIP application processing - criteria

Hey Troy,

We've pulled together the criteria that IRCC has noted we should be checking, and also from BC's perspective what we think we should be checking to comply with the MOU. As you can see, there's one thing that we need to clarify with them.

What do you think of the <sup>s.13; s.16</sup> Anything we need to discuss?

Thanks for driving this with IRCC and lululemon, it'll be good to get that Jan 31<sup>st</sup> meeting going.

Cheers,  
Brian

-----  
s.13; s.16

**Brian Vatne**

Director, Immigration Policy

Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs

## RE: SIP process discussion

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Judee Duran <judeeduran@lululemon.com>, Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>, Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>, Meghan Munro <mmunro@lululemon.com>  
Cc: meika@mccrealaw.ca  
Sent: January 27, 2023 4:45:13 PM PST  
Attachments: Example - 2023-January-31\_lulu candidates.xlsx, Proposed SIP Procedure 2023.docx, Template - BC Consent Letter 2022.docx

Hello all,

Attaching some draft versions of documents we'll discuss on Tuesday.

Thanks,

Troy

## RE: lululemon atletica SIP Implementation

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Gavra.Cristina <Cristina.Gavra@cic.gc.ca>  
Cc: Lee.Nancy <Nancy.Lee@cic.gc.ca>, Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>, Paslat.Alexandra <Alexandra.Paslat@cic.gc.ca>  
Sent: February 1, 2023 1:16:18 PM PST  
Hello again,

Our Assistant Deputy Minister, Rachel Holmes, has approved a change from the designated signatory begin Deb Zehr, to (me) Troy Machan on Microsoft and lululemon LMIA exemption letters going forward (after Feb 1, 2023).

Thank you,

Troy Machan  
Director, Business Operations  
Immigration Programs Branch  
Ministry of Municipal Affairs  
T: 778 572-5646

s.16

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** January 26, 2023 12:59 PM  
**To:** Gavra.Cristina <Cristina.Gavra@cic.gc.ca>  
**Cc:** Paslat.Alexandra <Alexandra.Paslat@cic.gc.ca>; Lee.Nancy <Nancy.Lee@cic.gc.ca>; Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>; Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: lululemon atletica SIP Implementation

Hello Cristina,

I had an additional operational question regarding all SIP letters. We anticipate a change in the BC official signing the letters for 2023. Is there anyone we should notify ahead of time?

Thanks,

Troy

---

**From:** Gavra.Cristina <Cristina.Gavra@cic.gc.ca>

**Sent:** January 11, 2023 11:17 AM

**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>

**Cc:** Paslat.Alexandra <Alexandra.Paslat@cic.gc.ca>; Lee.Nancy <Nancy.Lee@cic.gc.ca>; Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>; Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>

**Subject:** RE: lululemon athletica SIP Implementation

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Hi Troy,

Thanks for the additional information. The work permit applications submitted via the SIP mechanism are Labour Market Impact Assessment (LMIA) exempt, meaning they do not require one. There is no need to include labour market information within the support letter itself. That being said, I agree it would be recommended to have a target city for work listed on the BC support letter to reflect the contract from lululemon that should also be submitted with an individual's application.

The BC support letter should have information including, but not limited to, <sup>s.16</sup>

<sup>s.16</sup>

<sup>s.16</sup> that the application meets the requirements of the SIP proposal and lastly that BC requests for IRCC to issue a 36-month work permit (similar to the Microsoft letters).

All of that to say, you can continue to develop the letters in a similar fashion to those developed for Microsoft, i.e. focusing on administrative accuracy.

Hope this helps!

Cristina

**Cristina Gavra (she/her)**

Policy Analyst, Social and Temporary Migration Branch | Analyste des politiques, Direction générale d'immigration sociale et temporaire  
Immigration, Refugees and Citizenship Canada | Immigration, Réfugiés et Citoyenneté Canada

[Cristina.Gavra@cic.gc.ca](mailto:Cristina.Gavra@cic.gc.ca) | Telework: 343-543-5831

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>

**Sent:** January 11, 2023 1:25 PM

**To:** Gavra.Cristina <Cristina.Gavra@cic.gc.ca>

**Cc:** Paslat.Alexandra <Alexandra.Paslat@cic.gc.ca>; Lee.Nancy <Nancy.Lee@cic.gc.ca>; Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>; Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>

**Subject:** RE: lululemon athletica SIP Implementation

Thanks Kim, hi Christina,

I can confirm that BC plans follow a similar process, issuing a work permit support letter for each individual. Right now, MS letters have a work city noted for the centre of excellence (Vancouver). <sup>s.13</sup>

<sup>s.13</sup>

I've copied in Linda Wood, the Manager who currently coordinates the MS letters for BC.

With an eye to confirming the process (and required resources), we are currently administrating the SIP letters with an eye to administrative accuracy <sup>s.21</sup>

<sup>s.21</sup>

<sup>s.13</sup>

<sup>s.13</sup>

s.13; s.15 We imagined a similar process for Lululemon, within the 29 NOCs listed in the agreement. Is there additional due diligence suggested?

Troy Machan  
Director, Business Operations  
Immigration Programs Branch  
Ministry of Municipal Affairs  
T: 778 572-5646

---

**From:** Bradbury, Kim MUNI:EX <[Kim.Bradbury@gov.bc.ca](mailto:Kim.Bradbury@gov.bc.ca)>

**Sent:** January 11, 2023 8:55 AM

**To:** Gavra.Cristina <[Cristina.Gavra@cic.gc.ca](mailto:Cristina.Gavra@cic.gc.ca)>; Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>

**Cc:** Paslat.Alexandra <[Alexandra.Paslat@cic.gc.ca](mailto:Alexandra.Paslat@cic.gc.ca)>; Lee.Nancy <[Nancy.Lee@cic.gc.ca](mailto:Nancy.Lee@cic.gc.ca)>; Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>

**Subject:** RE: lululemon atletica SIP Implementation

Hi Cristina. Happy New Year to you! Troy is the program contact for these kinds of questions but I can assist with answering these questions. s.13; s.16

s.13; s.16

Thanks so much for your support on this project Cristina.

cheers,

*Kim Bradbury*

Senior Policy Advisor, Immigration Policy  
Immigration and Strategic Planning Division  
Ministry of Municipal Affairs  
Government of British Columbia  
Mobile: (778) 677-6644 Fax:(250) 356-0033

Email: [kim.bradbury@gov.bc.ca](mailto:kim.bradbury@gov.bc.ca)





## Re: SIP process documents

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
Sent: February 2, 2023 12:26:05 AM PST  
Attachments: image001.jpg, image001.jpg

Thank you. For the signature block on the letter, just use Troy Machan, Director  
Immigration Program Branch, B.C. Ministry of .... I think getting 'operations' in there is too much.

Troy

---

**From:** Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Sent:** Wednesday, February 1, 2023 5:17:12 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** RE: SIP process documents

Thanks Troy – I will action this tomorrow and let you know when it is completed.

Linda  
450 - 605 Robson Street  
Vancouver, B.C., V6B 5J3

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---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** February 1, 2023 1:20 PM  
**To:** Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Subject:** SIP process documents

Hi Linda,

Based on the change from Deb's signature to mine,<sup>s.13</sup>  
s.13

Do you mind handling the revisions to the two procedural documents? Any chance they could be done by the 10<sup>th</sup> of Feb?

Thanks,

Troy

## RE: SIP process documents

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
Sent: February 3, 2023 4:14:20 PM PST  
Attachments: image003.png, image004.jpg

Yes pls. We can leave the highlighted portion out for simplicity. BTW, this wasn't a self initiated coup while I was acting ED, Deb asked for the change.

Thanks again Linda,

Troy

---

**From:** Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Sent:** February 3, 2023 4:10 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** RE: SIP process documents

Hi Troy – for the MicroSoft (and lululemon) letters – will it be sufficient to just remove Deb's info and leave your info including your phone number as the new signator, removing the 'Provincial representative to contact for question:'

Ok? – I am also updating the procedure instructions but knew these letter templates would need updating too.

Yours truly,

**Deb Zehr**  
**Executive Director**  
**Immigration Programs**

*Provincial representative to contact for questions:*

**Troy Machan**  
**Director, Business Operations, Immigration Programs Branch**  
**(778) 572-5646**

<b>FOR INTERNAL USE: IMMIGRATION OFFICERS</b>
---

---

Linda  
450 - 605 Robson Street  
Vancouver, B.C., V6B 5J3

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---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** February 1, 2023 1:20 PM  
**To:** Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Subject:** SIP process documents

Hi Linda,

Based on the change from Deb's signature to mine,<sup>s.13</sup>  
s.13

.

Do you mind handling the revisions to the two procedural documents? Any chance they could be done by the 10<sup>th</sup> of Feb?

Thanks,

Troy

## RE: lululemon question

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>, Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
Sent: February 6, 2023 10:29:50 AM PST  
We should be good to go for processing in a week or two.

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** February 6, 2023 8:38 AM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: lululemon question

I'll just loop in Carling, who will loop in Rachel. We should get Rachel's go-ahead before letting them know.

Troy – when is it that we could have lulu submitting the request? How long does the admin stuff on your end take to get set up?

Cheers,  
Brian

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** February 3, 2023 3:17 PM  
**To:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Subject:** RE: lululemon question

Fascinating. When shall we tell them they can start submitting requests? We haven't sorted out all the admin on our end yet, but once that's complete we can proceed.

Troy

---

**From:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Sent:** February 3, 2023 3:12 PM  
**To:** Paslat.Alexandra <Alexandra.Paslat@cic.gc.ca>; Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Cc:** Gavra.Cristina <Cristina.Gavra@cic.gc.ca>; Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>; Gillespie.Ian <Ian.Gillespie@cic.gc.ca>  
**Subject:** RE: lululemon question

Hi Alexandra. This is great news, thanks so much!

cheers,  
*Kim Bradbury*  
Senior Policy Advisor, Immigration Policy  
Immigration and Strategic Planning Division  
Ministry of Municipal Affairs  
Government of British Columbia  
Mobile: (778) 677-6644 Fax:(250) 356-0033

Email: [kim.bradbury@gov.bc.ca](mailto:kim.bradbury@gov.bc.ca)

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Withheld pursuant to/removed as

s.16 ; s.21

Page 077 of 176

Withheld pursuant to/removed as

s.16

## RE: Lululemon PIA for review

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
Cc: Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
Sent: February 8, 2023 10:09:48 AM PST  
Attachments: Template - BC Consent Letter 2022.docx, 2022-12-15 Lululemon Temporary Workers Exemption Letter with EB JG TM comments.docx  
Added some tracked edits. If there is a specific info I should address, let me know and may have a chance to do so today. I am available tomorrow morning to chat if required. I've also attached the consent form.

Thanks,

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** February 8, 2023 9:31 AM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
**Subject:** FW: Lululemon PIA for review

Troy, heads-up!

Kevin will need some help quickly with the PIA. Seems like it sat with them for 2 months, and us prompting got their review going, but they have a couple questions.

We're hoping to get this to them back really quickly, to get the PIA signed off ASAP.

Kevin will set up a call with you shortly!

Brian

---

**From:** George, Josie MUNI:EX <Josie.George@gov.bc.ca>  
**Sent:** February 8, 2023 8:59 AM  
**To:** Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
**Cc:** Bersenev, Elena Y MUNI:EX <Elena.Bersenev@gov.bc.ca>; Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Subject:** RE: Lululemon PIA for review

Hi Kevin,

I would need more details to complete the PIA review. I have added my comments to the attached document. If you could provide a response at the earliest it would be helpful to complete the review sooner.

Regards,  
Josie George

---

**From:** Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
**Sent:** February 7, 2023 3:31 PM  
**To:** George, Josie MUNI:EX <Josie.George@gov.bc.ca>  
**Cc:** Bersenev, Elena Y MUNI:EX <Elena.Bersenev@gov.bc.ca>; Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Subject:** FW: Lululemon PIA for review

Good afternoon Josie,

I am following up with our PIA submission (please see attached) to check on its status.



My director Brian Vatne (cc'ed) has informed me that we are aiming to launch the LMIA exemption process as described in the PIA by the 17<sup>th</sup> of this month, so we are hoping things would be wrapped up by then.

If you could you provide us with an update/eta on the finalized PIA, that would be very much appreciated.

Thank you for your time,

Kevin Walsh  
Policy Analyst  
Immigration Policy and Integration Branch  
Ministry of Municipal Affairs

---

**From:** Bersenev, Elena Y MUNI:EX <[Elena.Bersenev@gov.bc.ca](mailto:Elena.Bersenev@gov.bc.ca)>  
**Sent:** December 15, 2022 1:55 PM  
**To:** George, Josie MUNI:EX <[Josie.George@gov.bc.ca](mailto:Josie.George@gov.bc.ca)>  
**Cc:** Walsh, Kevin MUNI:EX <[Kevin.Walsh@gov.bc.ca](mailto:Kevin.Walsh@gov.bc.ca)>  
**Subject:** Lululemon PIA for review

Good afternoon Josie,

Could you please help with Security section of this PIA. There is No new system or tools involved.

Thank you.

*Elena Bersenev*  
Privacy Officer  
Phone: (250) 356-2218

---

**From:** Walsh, Kevin MUNI:EX <[Kevin.Walsh@gov.bc.ca](mailto:Kevin.Walsh@gov.bc.ca)>  
**Sent:** December 8, 2022 3:08 PM  
**To:** Bersenev, Elena Y MUNI:EX <[Elena.Bersenev@gov.bc.ca](mailto:Elena.Bersenev@gov.bc.ca)>  
**Subject:** Lululemon PIA (edited)

Hi Elena,

Thanks again for being so great to work with. Please find attached the updated PIA.

Thank you,

Kevin Walsh  
Policy Analyst  
Immigration Policy and Integration Branch  
Ministry of Municipal Affairs

Page 080 of 176 to/à Page 094 of 176

Withheld pursuant to/removed as

s.13

## RE: Lululemon documents - offer letter and job description examples

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
Sent: February 8, 2023 10:48:46 AM PST  
Ok then. Glad to hear.

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** February 8, 2023 10:48 AM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** RE: Lululemon documents - offer letter and job description examples

Feb!

It is all in MO and GCPE hands now, I haven't been a part of it. I'm just going to forward you an email chain, re: Carling's direction on starting up the process.

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** February 8, 2023 10:46 AM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Subject:** RE: Lululemon documents - offer letter and job description examples

Friday the 17<sup>th</sup> of Feb or March?

---

**From:** Judee Duran <judeeduran@lululemon.com>  
**Sent:** February 8, 2023 10:44 AM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>; Meghan Munro <mmunro@lululemon.com>; Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>; Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Subject:** Re: Lululemon documents - offer letter and job description examples

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Great! Thanks for the update, Troy.

@Vatne, Brian R – We are working with our comms team and we are able to do Friday the 17<sup>th</sup> for the announcement, to help fit in before the BC budget black out and lululemon's Earnings call for the end of March.

Let me know if you have any questions and want to connect on next steps for comms / operations.

Thanks!  
Judee

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Date:** Wednesday, February 8, 2023 at 10:39 AM  
**To:** Meghan Munro <mmunro@lululemon.com>, Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Cc:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>, Judee Duran <judeeduran@lululemon.com>  
**Subject:** RE: Lululemon documents - offer letter and job description examples

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you can confirm the sender and know the content is safe.

No, these appear to cover the required information. We are continuing to refine the spreadsheet and letter templates to get the process into place.

Thanks,

Troy

---

**From:** Meghan Munro <[mmunro@lululemon.com](mailto:mmunro@lululemon.com)>

**Sent:** February 8, 2023 10:36 AM

**To:** Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>; Wood, Linda MUNI:EX <[Linda.Wood@gov.bc.ca](mailto:Linda.Wood@gov.bc.ca)>

**Cc:** Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>; Judee Duran <[judeeduran@lululemon.com](mailto:judeeduran@lululemon.com)>

**Subject:** RE: Lululemon documents - offer letter and job description examples

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Hey Troy,

Just wanted to follow up to confirm there weren't any concerns on your end with the attached lululemon documents.

Thank you!

**Meghan Munro**

Team Lead, Mobility – People and Culture

lululemon Store Support Centre

1818 Cornwall

Vancouver, BC, V6J 1C7

[lululemon.com](https://lululemon.com)

*ServiceNow Update! We're phasing out shared P&C inboxes and personal inboxes for general P&C questions such as those related to immigration, policy, benefits eligibility and requisition form submissions. But don't worry, we're still committed to providing the same (but better!) support, only now we're exclusively using ServiceNow to do it. Please submit your query by signing into MyApps and accessing the ServiceNow portal. If you need additional support, or want to review training resources, check out our youlu hub.*

---

**From:** Meghan Munro

**Sent:** Thursday, February 2, 2023 12:39 PM

**To:** 'Troy.Machan@gov.bc.ca' <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>; 'Linda.Wood@gov.bc.ca' <[Linda.Wood@gov.bc.ca](mailto:Linda.Wood@gov.bc.ca)>

**Cc:** Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>; Judee Duran <[judeeduran@lululemon.com](mailto:judeeduran@lululemon.com)>

**Subject:** Lululemon documents - offer letter and job description examples

Hi Troy and Linda,

Great to meet with you the other day.

As requested, I have included a copy of an example offer letter and job description.

Please let us know if you have any questions or concerns about these documents.

Thank you,

**Meghan Munro**

Team Lead, Mobility – People and Culture

lululemon Store Support Centre

1818 Cornwall

Vancouver, BC, V6J 1C7

[lululemon.com](https://lululemon.com)

*ServiceNow Update! We're phasing out shared P&C inboxes and personal inboxes for general P&C questions such as those related to immigration, policy, benefits eligibility and requisition form submissions. But don't worry, we're still committed to providing the same (but better!) support, only now we're exclusively using ServiceNow to do it. Please submit your query by signing into MyApps and accessing the ServiceNow portal. If you need additional support, or want to review training resources, check out our youlu hub.*

## RE: Lululemon PIA for review

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>, Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
Sent: February 8, 2023 12:53:39 PM PST  
Answers below in red.

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** February 8, 2023 11:30 AM  
**To:** Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>; Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** RE: Lululemon PIA for review

Troy, Josie has asked for details on the questions below. Can you help Kevin with material on these?

Cheers,  
Brian

---

**From:** George, Josie MUNI:EX <Josie.George@gov.bc.ca>  
**Sent:** February 8, 2023 11:08 AM  
**To:** Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
**Cc:** Bersenev, Elena Y MUNI:EX <Elena.Bersenev@gov.bc.ca>; Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Subject:** RE: Lululemon PIA for review

Thanks for the update,

I would need details on the following questions.

How the information about employees will be provided from Lululemon to MUNI staff, will it be via email or some other mechanism?.

s.13

Where will MUNI staff store the information received from Lululemon, how will the storage be secured so that only staff on the initiative/project has access to it?.

s.13

Will information provided by Lululemon be internally exchanged within MUNI staff via email or other mechanisms?.

s.13

How will information be provided to Immigration, Refugees and Citizenship Canada from MUNI side, what tool will be used, will it be done via email or sftp?.

s.16

Regards,  
Josie George

---

**From:** Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
**Sent:** February 8, 2023 10:31 AM  
**To:** George, Josie MUNI:EX <Josie.George@gov.bc.ca>

**Cc:** Bersenev, Elena Y MUNI:EX <[Elena.Bersenev@gov.bc.ca](mailto:Elena.Bersenev@gov.bc.ca)>; Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>  
**Subject:** RE: Lululemon PIA for review

Hi Josie,

Thanks very much for the quick response. I have run the PIA by Troy Machan, one of the directors in charge of PNP operations. Please see part 5 for updates. I have also attached the updated consent form.

Could you take a look at this draft and let me know if there's anything missing? I can chat with Troy tomorrow morning to tie off any loose ends.

Thank you for your time,

Kevin

---

**From:** George, Josie MUNI:EX <[Josie.George@gov.bc.ca](mailto:Josie.George@gov.bc.ca)>  
**Sent:** February 8, 2023 8:59 AM  
**To:** Walsh, Kevin MUNI:EX <[Kevin.Walsh@gov.bc.ca](mailto:Kevin.Walsh@gov.bc.ca)>  
**Cc:** Bersenev, Elena Y MUNI:EX <[Elena.Bersenev@gov.bc.ca](mailto:Elena.Bersenev@gov.bc.ca)>; Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>  
**Subject:** RE: Lululemon PIA for review

Hi Kevin,

I would need more details to complete the PIA review. I have added my comments to the attached document. If you could provide a response at the earliest it would be helpful to complete the review sooner.

Regards,  
Josie George

---

**From:** Walsh, Kevin MUNI:EX <[Kevin.Walsh@gov.bc.ca](mailto:Kevin.Walsh@gov.bc.ca)>  
**Sent:** February 7, 2023 3:31 PM  
**To:** George, Josie MUNI:EX <[Josie.George@gov.bc.ca](mailto:Josie.George@gov.bc.ca)>  
**Cc:** Bersenev, Elena Y MUNI:EX <[Elena.Bersenev@gov.bc.ca](mailto:Elena.Bersenev@gov.bc.ca)>; Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>  
**Subject:** FW: Lululemon PIA for review

Good afternoon Josie,

I am following up with our PIA submission (please see attached) to check on its status.

My director Brian Vatne (cc'ed) has informed me that we are aiming to launch the LMIA exemption process as described in the PIA by the 17<sup>th</sup> of this month, so we are hoping things would be wrapped up by then.

If you could you provide us with an update/eta on the finalized PIA, that would be very much appreciated.

Thank you for your time,

Kevin Walsh  
Policy Analyst  
Immigration Policy and Integration Branch  
Ministry of Municipal Affairs

---

**From:** Bersenev, Elena Y MUNI:EX <[Elena.Bersenev@gov.bc.ca](mailto:Elena.Bersenev@gov.bc.ca)>  
**Sent:** December 15, 2022 1:55 PM  
**To:** George, Josie MUNI:EX <[Josie.George@gov.bc.ca](mailto:Josie.George@gov.bc.ca)>  
**Cc:** Walsh, Kevin MUNI:EX <[Kevin.Walsh@gov.bc.ca](mailto:Kevin.Walsh@gov.bc.ca)>  
**Subject:** Lululemon PIA for review

Good afternoon Josie,

Could you please help with Security section of this PIA. There is No new system or tools involved.

Thank you.

*Elena Bersenev*

Privacy Officer

Phone: (250) 356-2218

---

**From:** Walsh, Kevin MUNI:EX <[Kevin.Walsh@gov.bc.ca](mailto:Kevin.Walsh@gov.bc.ca)>

**Sent:** December 8, 2022 3:08 PM

**To:** Bersenev, Elena Y MUNI:EX <[Elena.Bersenev@gov.bc.ca](mailto:Elena.Bersenev@gov.bc.ca)>

**Subject:** Lululemon PIA (edited)

Hi Elena,

Thanks again for being so great to work with. Please find attached the updated PIA.

Thank you,

Kevin Walsh

Policy Analyst

Immigration Policy and Integration Branch

Ministry of Municipal Affairs



## RE: lululemon question

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>, Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
Cc: Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
Sent: February 8, 2023 2:56:54 PM PST  
The 20<sup>th</sup> sounds reasonable.

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** February 8, 2023 10:54 AM  
**To:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
**Subject:** RE: lululemon question

Hi all,

Sorry I got buried a bit yesterday and should have sent this earlier.

See the exchange below, re: getting SIP up and running. Our GCPE and MO friends are driving and working out a comms date with IRCC's MO. I haven't been a part of this, MO/GCPE are sorting it all out.

And with implementing process... see Carling's direction below with her discussions with Rachel, letting the comms process play out a bit. And, as Troy knows, the PIA slipped through the cracks on Elena's end, and we're trying to get that wrapped up. I'm hoping to get the go ahead as soon as I can to give Judee a date where they can send LMIA exemption requests.

**Troy, is tentatively saying Feb 20<sup>th</sup> they can send requests?**

---

**From:** Helander, Carling MUNI:EX <Carling.Helander@gov.bc.ca>  
**Sent:** February 7, 2023 11:52 AM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Subject:** RE: lululemon question

I suggest softening the messaging just a bit – say we'll aim for Feb 17 as the date we can start accepting LMIA exemption requests. Just give ourselves some room to maneuver or delay if unexpected sensitivities or operational challenges arise (e.g. delays to PIA approval).

Carling

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** February 7, 2023 11:49 AM  
**To:** Helander, Carling MUNI:EX <Carling.Helander@gov.bc.ca>  
**Subject:** RE: lululemon question

Great, thanks for this. So do I have the go-ahead then to arrange a quick call with lulu, and tell them starting on the 17<sup>th</sup> they can submit LMIA exemption requests?

---

**From:** Helander, Carling MUNI:EX <Carling.Helander@gov.bc.ca>  
**Sent:** February 7, 2023 11:47 AM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>

**Subject:** RE: lululemon question

Hi,

James from the MO Is talking to the MO today.<sup>s.13</sup>  
s.13

Thanks,

Carling

---

**From:** Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>  
**Sent:** February 6, 2023 8:45 AM  
**To:** Helander, Carling MUNI:EX <[Carling.Helander@gov.bc.ca](mailto:Carling.Helander@gov.bc.ca)>  
**Subject:** FW: lululemon question

Carling, an update on lulu implementation.

Given the complications associated with lining up the guidance material going online with an announcement, and lulu wanting to get going on this – as a long-shot effort,<sup>s.16</sup>  
s.16

s.16

The only thing is that as noted in the email directly below, Troy just need to set up admin processes, otherwise we can get going on the process.

s.13

Thoughts?

Brian

---

**From:** Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>  
**Sent:** February 3, 2023 3:17 PM  
**To:** Bradbury, Kim MUNI:EX <[Kim.Bradbury@gov.bc.ca](mailto:Kim.Bradbury@gov.bc.ca)>; Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>  
**Subject:** RE: lululemon question

Fascinating. When shall we tell them they can start submitting requests? We haven't sorted out all the admin on our end yet, but once that's complete we can proceed.

Troy

---

s.16

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Withheld pursuant to/removed as

s.16

## RE: SIP announcement

---

From: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
To: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
Sent: February 9, 2023 4:43:21 PM PST

Hi,

I hears about a possible announcement, but was under the impression that implementation may still take time. Are you saying we indeed are ready for implementation, or that is the expectation and it is a challenge?

Thanks,  
Deb

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** February 9, 2023 4:41 PM  
**To:** Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
**Subject:** SIP announcement

Hi Deb,

Not sure how much Carling may have shared but it appears lululemon is going to be announced next week (17th) and we should have the letter process ready to roll the following week.<sup>s.16</sup>

s.16

The timing was informed by a desire to avoid the provincial budget comms blackout and the company's annual report to shareholders in March.

Talk to you tomorrow,

Troy

## RE: SIP announcement

---

From: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
To: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
Sent: February 10, 2023 8:16:05 AM PST  
Excellent, thank you!

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** February 9, 2023 11:15 PM  
**To:** Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
**Subject:** Re: SIP announcement

Sorry for being unclear. I think we have the process in hand and are just smoothing out the wrinkles. I would imagine the first round of letters will take a little longer as we get everyone up to speed, but we will be ready by the end of next week. No concerns over the timing of the announcement from a process perspective.

Troy

---

**From:** Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
**Sent:** Thursday, February 9, 2023 4:43:21 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** RE: SIP announcement

Hi,  
I hears about a possible announcement, but was under the impression that implementation may still take time. Are you saying we indeed are ready for implementation, or that is the expectation and it is a challenge?  
Thanks,  
Deb

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** February 9, 2023 4:41 PM  
**To:** Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
**Subject:** SIP announcement

Hi Deb,

Not sure how much Carling may have shared but it appears lululemon is going to be announced next week (17th) and we should have the letter process ready to roll the following week. s.16  
s.16

The timing was informed by a desire to avoid the provincial budget comms blackout and the company's annual report to shareholders in March.

Talk to you tomorrow,

Troy

## FW: lululemon update

---

From: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
To: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
Sent: February 10, 2023 4:39:49 PM PST  
FYI - Announcements have a way of doing that

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** February 10, 2023 4:23 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
**Subject:** lululemon update

Hey all,

Some movement on the lululemon front – long story, but bottom line is that I’ve been given the go-ahead to tell lululemon that they can submit LMIA exemption requests starting on Feb 21<sup>st</sup>. The comms announcement stuff has fallen off the rails, so we’ve been told just to get going in launching the process.

Just wanted to give context to the email I send shortly to Judee with a cc to you all.

Brian

**Brian Vatne**  
Director, Immigration Policy  
Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs

## FW: Microsoft SIP performance

---

From: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
To: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
Sent: February 24, 2023 10:44:14 AM PST  
FYI

---

**From:** Helander, Carling MUNI:EX <Carling.Helander@gov.bc.ca>  
**Sent:** February 24, 2023 9:20 AM  
**To:** Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
**Subject:** FYI: Microsoft SIP performance

Sharing for your interest. Microsoft's SIP performance report looked good, lots of community investments, high job growth, relatively small utilization of the SIP...<sup>s.21</sup> Happy to share the full report if you're interested.

---

**From:** Holmes, Rachel MUNI:EX <Rachel.Holmes@gov.bc.ca>  
**Sent:** Friday, February 24, 2023 9:13 AM  
**To:** Helander, Carling MUNI:EX <Carling.Helander@gov.bc.ca>  
**Cc:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: FYI: Microsoft SIP performance

This is a great summary Carling, thank you.

And also timely as we look to 'roll out' our SIP with Lululemon as I can imagine that folks internally will have questions about the benefits, objectives, etc. and this provides a helpful and current recent assessment

R

Rachel Holmes

Assistant Deputy Minister  
Immigration Services and Strategic Planning  
Ministry of Municipal Affairs

[rachel.holmes@gov.bc.ca](mailto:rachel.holmes@gov.bc.ca)  
250.818.2462

---

**From:** Helander, Carling MUNI:EX <Carling.Helander@gov.bc.ca>  
**Sent:** Thursday, February 23, 2023 1:10 PM  
**To:** Holmes, Rachel MUNI:EX <Rachel.Holmes@gov.bc.ca>  
**Cc:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** s.21

s.21

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s.21



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s.21 ; s.22

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Withheld pursuant to/removed as

s.22



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s.14

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Withheld pursuant to/removed as

s.13

## IRCC Notice re. lululemon as a significant investment project (2)

---

From: Luney, Aireen M MUNI:EX <Aireen.Luney@gov.bc.ca>  
To: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
Sent: March 1, 2023 5:39:13 PM PST  
Attachments: IMEDA Watch - March 1, 2023  
Hi Deb,

IRCC released a notice yesterday re. lululemon as a significant investment project ([lululemon's growth in British Columbia recognized as significant investment project - Canada.ca](#)). Has there been any communication by BC about it? If not, are there any planned?

From an operational perspective, we may also get questions from staff, i.e. what does this mean? Does the BC PNP have a role?

Also, if we get inquiries, where should they be directed? I saw the news through the attached IMEDA newsletter.

Thanks,

Aireen

## **Fwd: IRCC Notice re. lululemon as a significant investment project**

---

From: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
To: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>, Luney, Aireen M MUNI:EX <Aireen.Luney@gov.bc.ca>  
Sent: March 1, 2023 9:54:34 PM PST  
Attachments: IMEDA Watch - March 1, 2023

Hi Aireen,

Troy is sending a note to mgmt.

Troy, with this out, we may want to have this go to all staff.

Deb

[Get Outlook for Android](#)

---

**From:** Luney, Aireen M MUNI:EX <Aireen.Luney@gov.bc.ca>  
**Sent:** Wednesday, March 1, 2023 5:39:17 PM  
**To:** Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
**Subject:** IRCC Notice re. lululemon as a significant investment project

Hi Deb,

IRCC released a notice yesterday re. lululemon as a significant investment project ([lululemon's growth in British Columbia recognized as significant investment project - Canada.ca](#)). Has there been any communication by BC about it? If not, are there any planned?

From an operational perspective, we may also get questions from staff, i.e. what does this mean? Does the BC PNP have a role?

Also, if we get inquiries, where should they be directed? I saw the news through the attached IMEDA newsletter.

Thanks,

Aireen



## FW: Media: lululemon SIP announcement

---

From: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
To: Helander, Carling MUNI:EX <Carling.Helander@gov.bc.ca>, Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
Cc: Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
Sent: March 2, 2023 9:37:26 AM PST  
FYI...as always, great to work together!

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** March 2, 2023 9:19 AM  
**To:** MUNI ISSP Immigration Programs Branch <ISSPIMMPRG@Victoria1.gov.bc.ca>  
**Subject:** Media: lululemon SIP announcement

Hello IPB staff,

This announcement on Feb 28 (<https://www.canada.ca/en/immigration-refugees-citizenship/news/notices/lululemon-bc-investment.html>) is the result of collaborative work between BC based lululemon, MUNI ISSP and the federal government.

While some of us may already be aware that the Microsoft Centre of Excellence (also referred to as a Significant Investment Project or SIP) has access to provincially issued WPSLs to qualify for LMIA exemptions. Those letters are generated administratively by IPB while the agreement (MOU) enabling them was negotiated by Carling's policy team in 2014.

BC based HQ lululemon (including their BC store-support centres, global headquarters and lululemon training excellence centre) and our colleagues in Victoria have negotiated a similar MOU over most of the last year. There are some restrictions applied to requests for the letters, including specific NOCs and wage levels.

Additional technical info on the Microsoft SIP is located here: <https://www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/operational-bulletins-manuals/temporary-residents/foreign-workers/exemption-codes/federal-provincial-territorial-agreements-r204-lmia-exemption-code-t13/significant-investment-projects.html>. A similar technical bulletin will be posted for lululemon soon.

Congrats to Carling, Brian and team on the MOU work (during a particularly busy settlement year) and thank you to IPB staff (Linda and the program assistants) who support this work.

Thank you,

Troy Machan  
Director, Business Operations  
Immigration Programs Branch  
Ministry of Municipal Affairs  
T: 778 572-5646

**FW:** s.16; s.21

---

**From:** Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
**To:** Luney, Aireen M MUNI:EX <Aireen.Luney@gov.bc.ca>, Branch, Kimberley MUNI:EX <Kimberley.Branch@gov.bc.ca>  
**Sent:** March 21, 2023 4:53:21 PM PDT

Hi Aireen and Kim (as A/Director)

Sharing the results of a call with Carling – can you skim through the notes below, esp description of need, and give some thought to good next steps? E.g. is there more info we can ask for, assuming Carling/Brian s.13

s.13 Meeting with Darcy?

Can check in tomorrow, or when you have a chance, to consider ideas.

Thanks,  
Deb

---

**From:** Helander, Carling MUNI:EX <Carling.Helander@gov.bc.ca>  
**Sent:** March 21, 2023 4:24 PM  
**To:** Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
**Subject:** FW: s.13; s.21

s.13; s.21

Full meeting notes below if interested. If you have any preliminary thoughts, feel free to share!

Carling

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** Tuesday, March 21, 2023 1:39 PM  
**To:** Helander, Carling MUNI:EX <Carling.Helander@gov.bc.ca>  
**Subject:** s.16; s.21

Maria  
s.16; s.21

Carling  
s.16; s.21

Eric  
s.16; s.21

Carling -s.16; s.21  
Eric, ASAP –s.16; s.21  
s.16; s.21

Carling –s.16; s.21  
s.16; s.21

Eric, s.16; s.21  
s.16; s.21

Maria  
s.16; s.21

Lululemon and MS – immigration lawyers – is that possible? They say that’s the model.

Carling, MS an ongoing rotational model, long ongoing process. Lululemon, once in place it is expedient, and over a year negotiating it. Lots of up front work. Not a time pressing, and we have a robust performance management, evaluation.

Eric, s.16; s.21

Carling, s.16; s.21

Eric, s.16; s.21

**Brian Vatne**  
Director, Immigration Policy  
Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs

**RE:** s.16; s.21

---

From: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
To: Helander, Carling MUNI:EX <Carling.Helander@gov.bc.ca>  
Sent: March 21, 2023 4:53:45 PM PDT

Hi,  
s.13  
Deb

---

**From:** Helander, Carling MUNI:EX <Carling.Helander@gov.bc.ca>  
**Sent:** March 21, 2023 4:24 PM  
**To:** Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
**Subject:** FW:s.16; s.21

s.16; s.21

Full meeting notes below if interested. If you have any preliminary thoughts, feel free to share!

Carling

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**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** Tuesday, March 21, 2023 1:39 PM  
**To:** Helander, Carling MUNI:EX <Carling.Helander@gov.bc.ca>  
**Subject:** s.16; s.21

Maria  
s.16; s.21

Carling  
s.16; s.21

Eric  
s.16; s.21

s.16; s.21

Carling –s.16; s.21

Eric, ASAP –s.16; s.21  
s.16; s.21

Carling –s.16; s.21  
s.16; s.21

Eric, s.16; s.21

Maria  
s.16; s.21

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Eric, s.16; s.21

Carling, s.16; s.21

Eric, s.16; s.21

**Brian Vatne**

Director, Immigration Policy

Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs

Page 145 of 176

Withheld pursuant to/removed as

s.14

## RE: Lululemon documents - offer letter and job description examples

---

From: Machan, Troy MUNI:EX  
To: Meghan Munro <mmunro@lululemon.com>, Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
Cc: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>, Judee Duran <judeeduran@lululemon.com>  
Sent: February 8, 2023 10:39:08 AM PST

No, these appear to cover the required information. We are continuing to refine the spreadsheet and letter templates to get the process into place.

Thanks,

Troy

---

**From:** Meghan Munro <mmunro@lululemon.com>  
**Sent:** February 8, 2023 10:36 AM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>; Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Cc:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>; Judee Duran <judeeduran@lululemon.com>  
**Subject:** RE: Lululemon documents - offer letter and job description examples

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Hey Troy,

Just wanted to follow up to confirm there weren't any concerns on your end with the attached lululemon documents.

Thank you!

**Meghan Munro**  
Team Lead, Mobility – People and Culture

lululemon Store Support Centre  
1818 Cornwall  
Vancouver, BC, V6J 1C7

lululemon.com

*ServiceNow Update! We're phasing out shared P&C inboxes and personal inboxes for general P&C questions such as those related to immigration, policy, benefits eligibility and requisition form submissions. But don't worry, we're still committed to providing the same (but better!) support, only now we're exclusively using ServiceNow to do it. Please submit your query by signing into MyApps and accessing the ServiceNow portal. If you need additional support, or want to review training resources, check out our youlu hub.*

---

**From:** Meghan Munro  
**Sent:** Thursday, February 2, 2023 12:39 PM  
**To:** 'Troy.Machan@gov.bc.ca' <Troy.Machan@gov.bc.ca>; 'Linda.Wood@gov.bc.ca' <Linda.Wood@gov.bc.ca>  
**Cc:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>; Judee Duran <judeeduran@lululemon.com>  
**Subject:** Lululemon documents - offer letter and job description examples

Hi Troy and Linda,

Great to meet with you the other day.

As requested, I have included a copy of an example offer letter and job description.

Please let us know if you have any questions or concerns about these documents.

Thank you,

**Meghan Munro**

Team Lead, Mobility – People and Culture

lululemon Store Support Centre  
1818 Cornwall  
Vancouver, BC, V6J 1C7

[lululemon.com](https://lululemon.com)

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## RE: lululemon question

---

From: Machan, Troy MUNI:EX  
To: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>, Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
Sent: February 6, 2023 10:29:50 AM PST  
We should be good to go for processing in a week or two.

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** February 6, 2023 8:38 AM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: lululemon question

I'll just loop in Carling, who will loop in Rachel. We should get Rachel's go-ahead before letting them know.

Troy – when is it that we could have lulu submitting the request? How long does the admin stuff on your end take to get set up?

Cheers,  
Brian

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** February 3, 2023 3:17 PM  
**To:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Subject:** RE: lululemon question

Fascinating. When shall we tell them they can start submitting requests? We haven't sorted out all the admin on our end yet, but once that's complete we can proceed.

Troy

s.16

Page 149 of 176 to/à Page 150 of 176

Withheld pursuant to/removed as

s.16

## RE: Lululemon SIP proposal

---

From: Machan, Troy MUNI:EX  
To: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
Cc: Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
Sent: September 23, 2022 4:00:31 PM PDT  
MS is currently requesting ~s.21

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** September 23, 2022 3:58 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

Yes

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** September 23, 2022 3:58 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

All foreign sourced?

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** September 23, 2022 3:56 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

After I sent that to you I got additional info from Lulu about the proposal – most notably volume. They noted they'd expect the following:

approximately 520 new roles will be onboarded each year. Typically, our hiring follows a pattern:

- Q1 – 30% (156)
- Q2 – 30% (156)
- Q3 – 20% (104)
- Q4 – 20% (104)

How does this compare to Microsoft? Are you able to roughly ballpark how much staff time that takes? Are there any other expenses associated with doing this other than staff time?

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** September 23, 2022 3:52 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

s.13; s.17

Troy

---

**From:** Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>  
**Sent:** September 23, 2022 2:46 PM  
**To:** Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>  
**Subject:** Lululemon SIP proposal

Hi Troy, I'm sending this to you as a heads up on something I brought up I think quite some time ago – and also wanted to see if you have any input.

We've been going back and forth with Lululemon about a proposal they've put forward for a SIP for almost a year now,

s.13

s.13

We've drafted up a note to get minister direction on this.

We just briefly touch on the operational impact that would have on your branch.

Do you have any input on this note? If it is easier to talk it through, I'd be happy to set up a call to discuss. We're likely to get a final proposal from them today or Monday, and will likely try to act as quick as we can ts.13

s.13

Cheers,  
Brian

**Brian Vatne**

Director, Immigration Policy

Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs

Page 153 of 176 to/à Page 156 of 176

Withheld pursuant to/removed as

s.16

## RE: Lululemon documents - offer letter and job description examples

---

From: Machan, Troy MUNI:EX  
To: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
Sent: February 8, 2023 10:46:11 AM PST  
Friday the 17<sup>th</sup> of Feb or March?

---

**From:** Judee Duran <judeeduran@lululemon.com>  
**Sent:** February 8, 2023 10:44 AM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>; Meghan Munro <mmunro@lululemon.com>; Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>; Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Subject:** Re: Lululemon documents - offer letter and job description examples

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Great! Thanks for the update, Troy.

@Vatne, Brian R – We are working with our comms team and we are able to do Friday the 17<sup>th</sup> for the announcement, to help fit in before the BC budget black out and lululemon's Earnings call for the end of March.

Let me know if you have any questions and want to connect on next steps for comms / operations.

Thanks!  
Judee

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Date:** Wednesday, February 8, 2023 at 10:39 AM  
**To:** Meghan Munro <mmunro@lululemon.com>, Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Cc:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>, Judee Duran <judeeduran@lululemon.com>  
**Subject:** RE: Lululemon documents - offer letter and job description examples

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you can confirm the sender and know the content is safe.

No, these appear to cover the required information. We are continuing to refine the spreadsheet and letter templates to get the process into place.

Thanks,

Troy

---

**From:** Meghan Munro <mmunro@lululemon.com>  
**Sent:** February 8, 2023 10:36 AM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>; Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Cc:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>; Judee Duran <judeeduran@lululemon.com>  
**Subject:** RE: Lululemon documents - offer letter and job description examples

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Hey Troy,

Just wanted to follow up to confirm there weren't any concerns on your end with the attached lululemon documents.

Thank you!

**Meghan Munro**

Team Lead, Mobility – People and Culture

lululemon Store Support Centre  
1818 Cornwall  
Vancouver, BC, V6J 1C7

[lululemon.com](https://lululemon.com)

*ServiceNow Update! We're phasing out shared P&C inboxes and personal inboxes for general P&C questions such as those related to immigration, policy, benefits eligibility and requisition form submissions. But don't worry, we're still committed to providing the same (but better!) support, only now we're exclusively using ServiceNow to do it. Please submit your query by signing into MyApps and accessing the ServiceNow portal. If you need additional support, or want to review training resources, check out our youlu hub.*

---

**From:** Meghan Munro

**Sent:** Thursday, February 2, 2023 12:39 PM

**To:** 'Troy.Machan@gov.bc.ca' <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>; 'Linda.Wood@gov.bc.ca' <[Linda.Wood@gov.bc.ca](mailto:Linda.Wood@gov.bc.ca)>

**Cc:** Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>; Judee Duran <[judeeduran@lululemon.com](mailto:judeeduran@lululemon.com)>

**Subject:** Lululemon documents - offer letter and job description examples

Hi Troy and Linda,

Great to meet with you the other day.

As requested, I have included a copy of an example offer letter and job description.

Please let us know if you have any questions or concerns about these documents.

Thank you,

**Meghan Munro**

Team Lead, Mobility – People and Culture

lululemon Store Support Centre  
1818 Cornwall  
Vancouver, BC, V6J 1C7

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## FW: SIP application processing - criteria

---

From: Machan, Troy MUNI:EX  
To: Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
Sent: January 25, 2023 3:48:10 PM PST  
FYI – location of drafted (and yet to be drafted) lululemon docs:

s.15

Troy

---

**From:** Machan, Troy MUNI:EX  
**Sent:** January 25, 2023 3:47 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Subject:** RE: SIP application processing - criteria

Hi Brian,

s.13

they should have decided on a PR pathway.

By the time someone has been here for 2 years

s.13; s.17

We have some draft docs we plan to share with them before the meeting – I've attached them. Please let me know if you have suggested edits or additions.

Thanks,

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** January 18, 2023 3:52 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: SIP application processing - criteria

Hey Troy,

We've pulled together the criteria that IRCC has noted we should be checking, and also from BC's perspective what we think we should be checking to comply with the MOU. As you can see, there's one thing that we need to clarify with them.

What do you think of the <sup>s.16</sup> Anything we need to discuss?

Thanks for driving this with IRCC and lululemon, it'll be good to get that Jan 31<sup>st</sup> meeting going.

Cheers,  
Brian

-----  
s.16



**Brian Vatne**  
Director, Immigration Policy  
Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs

## Fwd: Lululemon SIP proposal

---

From: Machan, Troy MUNI:EX  
To: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
Sent: September 23, 2022 5:03:20 PM PDT  
Proposed changes...

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** Friday, September 23, 2022 4:14:36 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

Ok, I have the note with Carling for review, and will add some additional detail about what it would mean for staff impacts.

I'll run it by you after we get it in the note, but can we write up something that includes these points:

- The current MS SIP includes about<sup>s.21</sup>
- Requests are reviewed by a manager, processed by admin staff and require ED review for a signature
- A batch of 20 requests, considering all staff time involved, occupies approximately an FTE for 2-3 days

s.13; s.17

Brian

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** September 23, 2022 4:05 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

It would be safe to say that since the requests are reviewed by a manager, processed by admin staff and require Deb's review for a signature that a batch of 20 requests usually occupies an FTE for 2 days (maybe 3).

Troy

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** September 23, 2022 4:02 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

Interesting. And is it possible to ballpark how much staff time that takes?<sup>s.13; s.17</sup>  
s.13; s.17

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** September 23, 2022 4:01 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Cc:** Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>  
**Subject:** RE: Lululemon SIP proposal

MS is currently requesting ~<sup>s.21</sup>

Troy

---

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**Sent:** September 23, 2022 3:58 PM  
**To:** Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>  
**Cc:** Bradbury, Kim MUNI:EX <[Kim.Bradbury@gov.bc.ca](mailto:Kim.Bradbury@gov.bc.ca)>  
**Subject:** RE: Lululemon SIP proposal

Yes

---

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**To:** Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>  
**Cc:** Bradbury, Kim MUNI:EX <[Kim.Bradbury@gov.bc.ca](mailto:Kim.Bradbury@gov.bc.ca)>  
**Subject:** RE: Lululemon SIP proposal

All foreign sourced?

---

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**Cc:** Bradbury, Kim MUNI:EX <[Kim.Bradbury@gov.bc.ca](mailto:Kim.Bradbury@gov.bc.ca)>  
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**Subject:** RE: Lululemon SIP proposal

s.13; s.17

Troy

---

**From:** Vatne, Brian R MUNI:EX <[Brian.Vatne@gov.bc.ca](mailto:Brian.Vatne@gov.bc.ca)>  
**Sent:** September 23, 2022 2:46 PM  
**To:** Machan, Troy MUNI:EX <[Troy.Machan@gov.bc.ca](mailto:Troy.Machan@gov.bc.ca)>  
**Subject:** Lululemon SIP proposal

Hi Troy, I'm sending this to you as a heads up on something I brought up I think quite some time ago – and also wanted to see if you have any input.

We've been going back and forth with Lululemon about a proposal they've put forward for a SIP for almost a year now,  
s.13  
s.13                    We've drafted up a note to get minister direction on this.

We just briefly touch on the operational impact that would have on your branch.

Do you have any input on this note? If it is easier to talk it through, I'd be happy to set up a call to discuss. We're likely to get a final proposal from them today or Monday, and will likely try to act as quick as we can<sup>s.13</sup>  
s.13

Cheers,  
Brian

**Brian Vatne**  
Director, Immigration Policy  
Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs

## RE: Quick question, Lululemon PIA

---

From: Machan, Troy MUNI:EX  
To: Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
Sent: December 8, 2022 3:01:20 PM PST  
That would be an MS Excel sheet stored on the LAN. The current 'owner' is Linda Wood.

Troy

---

**From:** Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
**Sent:** December 8, 2022 2:50 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** Quick question, Lululemon PIA

Hi Troy,

I'm finalizing the PIA for the Lululemon SIP and wondered if you could help answer a question.

There's a section that asks about the 'personal information bank' we would be using (i.e., the same thing as the info we have on file for Microsoft employees), and I need to include a business contact title and phone number for the person responsible for managing it. Could you advise on what I should write?

Thank you for your help,

Kevin Walsh  
Policy Analyst  
Immigration Policy and Integration Branch  
Ministry of Municipal Affairs

## Re: SIP announcement

---

From: Machan, Troy MUNI:EX  
To: Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
Sent: February 9, 2023 11:15:15 PM PST

Sorry for being unclear. I think we have the process in hand and are just smoothing out the wrinkles. I would imagine the first round of letters will take a little longer as we get everyone up to speed, but we will be ready by the end of next week. No concerns over the timing of the announcement from a process perspective.

Troy

---

**From:** Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
**Sent:** Thursday, February 9, 2023 4:43:21 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** RE: SIP announcement

Hi,  
I hears about a possible announcement, but was under the impression that implementation may still take time. Are you saying we indeed are ready for implementation, or that is the expectation and it is a challenge?  
Thanks,  
Deb

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** February 9, 2023 4:41 PM  
**To:** Zehr, Deb MUNI:EX <Deb.Zehr@gov.bc.ca>  
**Subject:** SIP announcement

Hi Deb,

Not sure how much Carling may have shared but it appears lululemon is going to be announced next week (17th) and we should have the letter process ready to roll the following week.<sup>s.16</sup>  
s.16

The timing was informed by a desire to avoid the provincial budget comms blackout and the company's annual report to shareholders in March.

Talk to you tomorrow,

Troy

## RE: MS Process doc and next SIP agreement

---

From: Machan, Troy MUNI:EX  
To: Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
Sent: October 28, 2022 3:08:56 PM PDT  
Attachments: image001.jpg  
That is it. Thank you.

Let's note this topic for our next bilat. Also wondering if we should have more frequent (30 min or less) check ins with Alison, you and me as we approach Nov 16? We don't have to, but it might be good to have someplace we can raise concerns or ask for help a couple of times a week. But if it will just get in the way of work, no worries. I want Alison to feel supported, esp working remotely.

Troy

---

**From:** Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Sent:** October 28, 2022 3:02 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** RE: MS Process doc and next SIP agreement

Hello – is this what you are referring to?

s.15

Linda  
450 - 605 Robson Street  
Vancouver, B.C., V6B 5J3

*This communication is intended for the use of the recipient to whom it is addressed, and may contain confidential, personal and/or privileged information. Please contact us immediately if you are not the intended recipient of this communication, and do not copy, distribute, or take action relying on it. A communication received in error, or subsequent reply, should be deleted or destroyed.*



---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** October 28, 2022 2:58 PM  
**To:** Wood, Linda MUNI:EX <Linda.Wood@gov.bc.ca>  
**Subject:** MS Process doc and next SIP agreement

Hi Linda,

I seem to recall there is a document that reflects the admin process for Microsoft letters. Can you please point me in that direction?

As it seems the Ministry may be entering an agreement with Lululemon for a similar process, a PIA is required. Kevin Walsh (from Brian's team) is going to lead on the PIA, so if we can provide him the process doc he can probably complete 90% of it from that and then we can likely just review the final PIA and fill in any blanks.

At the same time, once NOC 2021/CMS migration is wrapped, I suspect we'd be wise to consider streamlining the letter generation process if we can. The projected volume from the two may require additional resources, and we'll want to be ahead of that.

Thanks,

Troy

## RE: lululemon SIP update

---

From: Machan, Troy MUNI:EX  
To: Judee Duran <judeeduran@lululemon.com>, Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
Cc: Angela Wright <angelawright@lululemon.com>, Lindsey Taylor <litaylor@lululemon.com>, Meghan Munro <mmunro@lululemon.com>, Paul Gómez <paulgomez@lululemon.com>, Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>, Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
Sent: January 18, 2023 1:42:07 PM PST  
Hi Judee,

I think it is a good idea for us to leave a little time for the dust to settle with IRCC's guidance. That said, I'd be happy to schedule a first meeting to review operational requirements January 31<sup>st</sup> after 1pm. Let me know a 60 minute time that works and I'll send a link for virtual meeting.

By then, we should have a decent indication of the required documentation and hope to have a draft of the administrative process laid out for discussion (we may even be able to circulate some info ahead of time).

I don't think I can speak to the communications components though.

Thanks,

Troy Machan  
Director, Business Operations  
Immigration Programs Branch  
Ministry of Municipal Affairs  
T: 778 572-5646

---

**From:** Judee Duran <judeeduran@lululemon.com>  
**Sent:** January 17, 2023 6:05 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Cc:** Angela Wright <angelawright@lululemon.com>; Lindsey Taylor <litaylor@lululemon.com>; Meghan Munro <mmunro@lululemon.com>; Paul Gómez <paulgomez@lululemon.com>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>; Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** Re: lululemon SIP update

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Hi Brian,

Hope you're well!

Now that the MOU is signed and finalized,<sup>s.21</sup>  
s.21

Let me know if you have any questions.

Best,



Judee

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>

**Date:** Tuesday, January 10, 2023 at 5:44 PM

**To:** Judee Duran <judeeduran@lululemon.com>

**Cc:** Angela Wright <angelawright@lululemon.com>, Lindsey Taylor <litaylor@lululemon.com>, Meghan Munro <mmunro@lululemon.com>, Paul Gómez <paulgomez@lululemon.com>, Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>, Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>, Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>

**Subject:** RE: lululemon SIP update

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Thanks very much for the heads up on that mistake.

I've attached a version with Rachel crossing out the mistake and putting in the correct date, with her initials beside the X-out.

We'll be in touch soon on the evaluation/performance measurement frameworks, and setting up the LMIA exemption process.

Regards,  
Brian

---

**From:** Judee Duran <judeeduran@lululemon.com>

**Sent:** January 10, 2023 9:17 AM

**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>

**Cc:** Angela Wright <angelawright@lululemon.com>; Lindsey Taylor <litaylor@lululemon.com>; Meghan Munro <mmunro@lululemon.com>; Paul Gómez <paulgomez@lululemon.com>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>; Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>

**Subject:** Re: lululemon SIP update

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Hi Brian,

Thanks for the update. We'll stand by on next steps and how to proceed with moving forward with the SIP.

Kindly find attached the MOU, signed by Susan Gelinas – SVP, People & Culture. Please note that there seems to be a typo in the date of Rachel's signature – it shows January 6, 2022. I assume it should be updated to 2023. Let me know if you need an update MOU or if this one can be edited.

Looking forward to building our partnership with the BC government.

Best,  
Judee

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>

**Date:** Tuesday, January 10, 2023 at 12:02 PM

**To:** Judee Duran <judeeduran@lululemon.com>

**Cc:** Angela Wright <angelawright@lululemon.com>, Lindsey Taylor <litaylor@lululemon.com>, Meghan Munro <mmunro@lululemon.com>, Paul Gómez <paulgomez@lululemon.com>, Bradbury, Kim MUNI:EX

<Kim.Bradbury@gov.bc.ca>, Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>, Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>

**Subject:** RE: lululemon SIP update

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Hi Judee,

We'll loop back with you on this. Troy will need a bit of time to work out the operational process with IRCC, and Kim and I are putting down some ideas on the performance and evaluation frameworks. I'll check back later this week based on how this is progressing to put some time in our calendars.

Brian

---

**From:** Judee Duran <judeeduran@lululemon.com>

**Sent:** January 9, 2023 2:16 PM

**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>

**Cc:** Angela Wright <angelawright@lululemon.com>; Lindsey Taylor <litaylor@lululemon.com>; Meghan Munro <mmunro@lululemon.com>; Paul Gómez <paulgomez@lululemon.com>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>

**Subject:** Re: lululemon SIP update

**[EXTERNAL]** This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi Brian,

Thanks for getting us the signed MOU so quickly. I've sent over the document to be signed by Susan and am hoping to send you the signed version in a few days.

Did you want to set up some time this week to go over the kick off meetings?

Let me know if you have any questions.

Best,  
Judee

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>

**Date:** Monday, January 9, 2023 at 1:35 PM

**To:** Judee Duran <judeeduran@lululemon.com>

**Cc:** Angela Wright <angelawright@lululemon.com>, Lindsey Taylor <litaylor@lululemon.com>, Meghan Munro <mmunro@lululemon.com>, Paul Gómez <paulgomez@lululemon.com>, Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>, Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>

**Subject:** RE: lululemon SIP update

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Judee,

Please find attached the MOU for signature, see the signature block on page 9 of the file.

Cheers,  
Brian

## RE: lululemon SIP update

---

From: Machan, Troy MUNI:EX  
To: Judee Duran <judeeduran@lululemon.com>  
Sent: January 19, 2023 1:32:35 PM PST

Apologies, can you remind me who from your side to include in the process meeting on the 31<sup>st</sup>?

Thanks,

Troy

---

**From:** Judee Duran <judeeduran@lululemon.com>

**Sent:** January 18, 2023 3:06 PM

**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>; Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>

**Cc:** Angela Wright <angelawright@lululemon.com>; Lindsey Taylor <litaylor@lululemon.com>; Meghan Munro <mmunro@lululemon.com>; Paul Gómez <paulgomez@lululemon.com>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>

**Subject:** Re: lululemon SIP update

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Hi Troy and Brian,

Appreciate the additional context - this is super helpful.

@Machan, Troy MUNI:EX - feel free to send over an invite for 1pm for 60 min on the 31<sup>st</sup> to discuss the operations of the SIP. Meghan and I can work around that schedule. Are there any details or information you'd like us to come prepared with?

@Vatne, Brian R MUNI:EX - for the comms piece, let's add this to our agenda meeting on the 26<sup>th</sup>, if possible. I'd love to get an idea of what to expect from both the Province and the Federal side since it will be on the IRCC website. This way, we can prepare our internal teams from a change management lens and be ready when the SIP is live.

From our last conversation, s.<sup>16</sup>  
s.<sup>16</sup>

Should we include someone from the Feds communications team to ensure all three parties are aligned on the external messaging and timing? Happy to connect separately on the comms piece if needed!

Looking forward to the weeks to come!

Best,  
Judee

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>

**Sent:** Wednesday, January 18, 2023 5:06 PM

**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>; Judee Duran <judeeduran@lululemon.com>

**Cc:** Angela Wright <angelawright@lululemon.com>; Lindsey Taylor <litaylor@lululemon.com>; Meghan Munro <mmunro@lululemon.com>; Paul Gómez <paulgomez@lululemon.com>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>

**Subject:** RE: lululemon SIP update

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Hi Judee,

And I can speak to the communications part – I think as Troy works with IRCC, and as Troy works with you on getting the process up and running and are able to set timelines, I think that's when we can orchestrate communications as we'll need to be considering this when information goes live on IRCC's website on the process. I'll be tracking this as we go, the process part you'll work with Troy on is the dependency that will dictate communications timing.

Cheers,  
Brian

---

**From:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Sent:** January 18, 2023 1:42 PM  
**To:** Judee Duran <judeeduran@lululemon.com>; Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Cc:** Angela Wright <angelawright@lululemon.com>; Lindsey Taylor <litaylor@lululemon.com>; Meghan Munro <mmunro@lululemon.com>; Paul Gómez <paulgomez@lululemon.com>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
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Troy Machan  
Director, Business Operations  
Immigration Programs Branch  
Ministry of Municipal Affairs  
T: 778 572-5646

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**Subject:** Re: lululemon SIP update

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s.21

Let me know if you have any questions.

Best,  
Judee

---

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**Date:** Tuesday, January 10, 2023 at 5:44 PM  
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Regards,  
Brian

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**Subject:** Re: lululemon SIP update

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Looking forward to building our partnership with the BC government.

Best,  
Judee

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**To:** Judee Duran <judeeduran@lululemon.com>  
**Cc:** Angela Wright <angelawright@lululemon.com>, Lindsey Taylor <litaylor@lululemon.com>, Meghan Munro <mmunro@lululemon.com>, Paul Gómez <paulgomez@lululemon.com>, Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>, Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>, Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** RE: lululemon SIP update

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Brian

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**Sent:** January 9, 2023 2:16 PM  
**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Cc:** Angela Wright <angelawright@lululemon.com>; Lindsey Taylor <litaylor@lululemon.com>; Meghan Munro <mmunro@lululemon.com>; Paul Gómez <paulgomez@lululemon.com>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
**Subject:** Re: lululemon SIP update

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Hi Brian,

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Did you want to set up some time this week to go over the kick off meetings?

Let me know if you have any questions.

Best,  
Judee

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Date:** Monday, January 9, 2023 at 1:35 PM  
**To:** Judee Duran <judeeduran@lululemon.com>  
**Cc:** Angela Wright <angelawright@lululemon.com>, Lindsey Taylor <litaylor@lululemon.com>, Meghan Munro <mmunro@lululemon.com>, Paul Gómez <paulgomez@lululemon.com>, Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>, Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>  
**Subject:** RE: lululemon SIP update

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Judee,

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Cheers,  
Brian

---

**From:** Judee Duran <judeeduran@lululemon.com>

**Sent:** January 5, 2023 3:41 PM

**To:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>

**Cc:** Angela Wright <angelawright@lululemon.com>; Lindsey Taylor <litaylor@lululemon.com>; Meghan Munro <mmunro@lululemon.com>; Paul Gómez <paulgomez@lululemon.com>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>; Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>

**Subject:** Re: lululemon SIP update

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Hi Brian,

Hope you had a nice holiday. This is great news to start the new year! We're so excited to move to the next steps and further our partnership.

1:30pm works for us tomorrow. I'll send over a calendar invite shortly. @Troy - Nice to meet you, looking forward to working with you on the SIP.

As for the signatory from our end, that would be Susan Gelinas - SVP, People and Culture. I can send the doc over for an e-signature if that's sufficient, otherwise, please let me know what are the best options.

Looking forward to meeting tomorrow! Please let me know if you have any questions.

Best,  
Judee

---

**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>

**Sent:** Thursday, January 5, 2023 6:20 PM

**To:** Judee Duran <judeeduran@lululemon.com>

**Cc:** Angela Wright <angelawright@lululemon.com>; Lindsey Taylor <litaylor@lululemon.com>; Meghan Munro <mmunro@lululemon.com>; Paul Gómez <paulgomez@lululemon.com>; Bradbury, Kim MUNI:EX <Kim.Bradbury@gov.bc.ca>; Walsh, Kevin MUNI:EX <Kevin.Walsh@gov.bc.ca>; Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>

**Subject:** lululemon SIP update

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Hi Judee and team,

I have an update for you on the SIP request. IRCC has confirmed their support for BC's request for a SIP designation for lululemon.

Thank you very much for all of the work to date and the collaboration on the MOU, we appreciated the effort to put together an MOU that will have a substantial benefit for BC and Canada, and for your company. We look forward to the next step on this journey together: implementation!

To this end, we are hoping you have time for a short meeting at 1:30 tomorrow, alternatively, if you can provide some times for Monday where you could meet we can coordinate on our end a time to discuss next steps. We would also like to use this time to introduce you to Troy Machan, the Director of Business Operations at MUNI who will be responsible for the operational process associated with the LMIA exemptions.

One question for you in advance of our chat so we can work towards getting the MOU signed – what is the name and job title of the person at lululemon who will sign the MOU on behalf of the company?

I look forward to chatting soon,  
Brian Vatne

**Brian Vatne**

Director, Immigration Policy

Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs



## RE: Lululemon SIP proposal

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From: Machan, Troy MUNI:EX  
To: Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
Sent: September 23, 2022 3:51:59 PM PDT

s.13

Troy

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**From:** Vatne, Brian R MUNI:EX <Brian.Vatne@gov.bc.ca>  
**Sent:** September 23, 2022 2:46 PM  
**To:** Machan, Troy MUNI:EX <Troy.Machan@gov.bc.ca>  
**Subject:** Lululemon SIP proposal

Hi Troy, I'm sending this to you as a heads up on something I brought up I think quite some time ago – and also wanted to see if you have any input.

We've been going back and forth with Lululemon about a proposal they've put forward for a SIP for almost a year now,

s.13

s.13 We've drafted up a note to get minister direction on this.

We just briefly touch on the operational impact that would have on your branch.

Do you have any input on this note? If it is easier to talk it through, I'd be happy to set up a call to discuss. We're likely to get a final proposal from them today or Monday, and will likely try to act as quick as we can<sup>s.13</sup>

s.13

Cheers,  
Brian

**Brian Vatne**

Director, Immigration Policy

Immigration Policy and Integration Branch | BC Ministry of Municipal Affairs