

Warwick, Alexei ENV:EX

From: Stainton, Beverley ENV:EX
Sent: Monday, September 26, 2016 3:03 PM
To: Mantovani, Patricia ENV:EX
Subject: !Assistance Required: DRAFT - BC/IGRS MOU
Attachments: DRAFT - BC-IGRS - MOU (BS Reviewed).docx

Patricia,

Please can Dan Laine take a look at the attached CAS/IGRS MOU.

Thank you,

Beverley

Beverley Stainton • Manager, Secretariat Operations • Climate Action Secretariat • Ministry of Environment • 250.387.6969

From: Robertson, Tatiana ENV:EX
Sent: Friday, September 23, 2016 9:19 PM
To: Stainton, Beverley ENV:EX
Cc: Copage, Caitlin ENV:EX
Subject: FW: For Review: DRAFT - BC/IGRS MOU

Beverley,

Caitlin has drafted the attached CAS – IGRS MOU. I have reviewed the MOU and believe it is appropriate for what we need and would like to start moving it through the appropriate channels for approval.

As you see below, Caitlin has outlined an approval process which I think is appropriate for this document.

After you review the MOU, are you the person to shepherd this through the CSNR review process or is there someone I should be reaching out directly too?

Thank you!

Tatiana

From: Copage, Caitlin ENV:EX
Sent: Friday, September 23, 2016 2:56 PM
To: Robertson, Tatiana ENV:EX
Subject: For Review: DRAFT - BC/IGRS MOU

Hi Tatiana –

Please find attached my first cut of the CAS/IGRS MOU for your review. I've tried to keep it very simple, and deliberately excluded referencing specific priorities or action items to make this a flexible agreement.

MEMORANDUM OF UNDERSTANDING

In Regards To

British Columbia's Contribution to Support the Pacific Coast Collaborative

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the Minister of Environment (referred to as the Ministry of Environment, Climate Action Secretariat, hereinafter referred to as "CAS")

Climate Action Secretariat
c/o Susanna Laaksonen-Craig, Head
PO Box 9486 Stn Prov Govt
Victoria, British Columbia V8W 9W6
Phone: 250 387-9456 (Shannon Ireland, Executive Assistant)

AND:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the Premier of British Columbia (referred to as the Office of the Premier, Intergovernmental Relations Secretariat, hereinafter referred to as "IGRS")

Intergovernmental Relations Secretariat
c/o Jeremy Hewitt, Executive Director
PO BOX 9433 STN PROV GOVT
Victoria, British Columbia V8W9V3
Phone: 250 387-1134

(Collectively referred to as the "Parties")

WHEREAS:

A. Jurisdictions under the Pacific Coast Collaborative (PCC) agreement (2008) have signed Action Plans, including the Pacific Coast Action Plan on Climate and Energy (2013), the Pacific Coast Climate Leadership Action Plan (2016) and the Pacific North America Climate Leadership Agreement (2016). British Columbia, Washington, Oregon and California are signatories to these three Action Plans.

B. The PCC is acknowledged as a productive collaborative intergovernmental forum, and has provided a venue for the British Columbia to advance its cross-border priorities for the effective coordination of climate action and energy initiatives across the West Coast.

C. All four jurisdictions are in agreement that the effective facilitation and management of activities and workplans under these Action Plans should be undertaken by a neutral, third party consultant. Each jurisdiction is responsible for a financial contribution toward the effective facilitation and tracking of initiatives under the Action Plans in collaboration with all four participating jurisdictions under a mutually agreed third party consultant.

D. Ross & Associates Environmental Consulting, Ltd., DBA Ross Strategic, has acted as the mutually agreed third party to support the regional collaboration under the PCC, and has agreed to continue to act in this capacity with the support of Washington, Oregon, California and British Columbia.

E. The Intergovernmental Relations Secretariat (IGRS) acts as the lead agency in British Columbia to represent the Premier's interests, to coordinate the Action Plan activities across relevant line ministries, and to liaise with Governor's offices in Washington, Oregon and California. The Climate Action Secretariat acts as the lead agency in British Columbia on climate action policies and programs, and provides technical and policy advice to support IGRS to fulfill the PCC Action Plans.

Accordingly, the parties agree as follows:

CAS AGREES:

1) To journal voucher an amount not exceeding ~~\$130,000.00 CAD~~ \$100,000.00 USD to IGRS in advance of fiscal year end on March 31, 2017 to be used toward British Columbia's contribution to the facilitation and management of the PCC.

IGRS AGREES:

1) To negotiate an agreement with Ross Strategic and Washington, Oregon and California outlining a workplan that reflects British Columbia's priorities in support of the stated goals of the 2013 and 2016 Action Plans.

2) To sign the negotiated agreement with Ross Strategic in advance of fiscal year end on March 31, 2017.

IT IS MUTUALLY AGREED:

1) That this agreement signals a one-time contribution intended to ensure the effective facilitation and management of the PCC Action Plans for a one-year period from April 01, 2017 to March 31, 2018.

2) Future contributions will be evaluated and decided by mutual agreement of the Head of the Climate Action Secretariat and IGRS.

DISPUTE RESOLUTION

The parties agree to use all reasonable effort to resolve a dispute amicably.

TERM, EXTENTION, MODIFICATION OR TERMINATION

The parties agree that the term of this MOU will be for one year from the date of signing. Extensions, modifications and termination may be requested by either party.

All extensions, modifications and terminations will be in writing and duly signed by the parties.

SIGNATORIES

The following parties confirm their understanding and acceptance of the terms and conditions of this memorandum:

Jeremy Hewitt, Executive Director, US Relations and Partnerships, Intergovernmental Relations Secretariat

(_____
(Signature)

(_____
Date

SIGNED AND DELIVERED by an Authorized Representative of the Climate Action Secretariat

Susanna Laaksonen-Craig, Head, Climate Action Secretariat

(_____
(Signature)

(_____
Date

Once you are happy with it, this will need to be reviewed by:

1. Beverley and CSNR
2. Tim
3. Jeremy (draft prelim)
4. Susanna.

I think this would be the right approval order to go through – Beverley and CSNR would advise on anything critical that is missing on the administrative front, and Tim can then check that the content suits; I'd want to let Jeremy have a quick pass at the draft to make sure it hits the right notes and we haven't missed anything basic that would need to be changed, and then give Susanna the final say.

Once everybody's happy with it, Jeremy would sign first, and then SLC.

Let me know if you have any questions!

- Caitlin

Caitlin Copage, Policy Analyst

Climate Action Secretariat | Ministry of Environment | T (250) 387-9210 | 2nd Floor - 395 Waterfront Crescent, Victoria

Warwick, Alexei ENV:EX

From: Stainton, Beverley ENV:EX
Sent: Thursday, October 6, 2016 1:06 PM
To: Hewitt, Jeremy IGRS:EX
Cc: Lesiuk, Tim ENV:EX; Robertson, Tatiana MTIC:EX; Copage, Caitlin ENV:EX; Elliott, Genevieve IGRS:EX; Mantovani, Patricia ENV:EX
Subject: !For Review: BC/IGRS MOU (PCC)
Attachments: FINAL - BC-IGRS - MOU (BS Reviewed).docx

Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon Jeremy,

Please find attached the CAS-IGRS Pacific Coast Collaborative MOU for your review. Both Susanna and Tim have reviewed the MOU - if you have no changes, please go ahead and sign.

Once we have the signatures in place, I will connect with our Financial Analyst to set up/process the JV.

Thank you,

Beverley

Beverley Stainton • Manager, Secretariat Operations • Climate Action Secretariat • Ministry of Environment • 250.387.6969

MEMORANDUM OF UNDERSTANDING

In Regards To

British Columbia's Contribution to Support the Pacific Coast Collaborative

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the Minister of Environment (referred to as the Ministry of Environment, Climate Action Secretariat, hereinafter referred to as "CAS")

Climate Action Secretariat
c/o Susanna Laaksonen-Craig, Head
PO Box 9486 Stn Prov Govt
Victoria, British Columbia V8W 9W6
Phone: 250 387-9456 (Shannon Ireland, Executive Assistant)

AND:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the Premier of British Columbia (referred to as the Office of the Premier, Intergovernmental Relations Secretariat, hereinafter referred to as "IGRS")

Intergovernmental Relations Secretariat
c/o Jeremy Hewitt, Executive Director
PO BOX 9433 STN PROV GOVT
Victoria, British Columbia V8W9V3
Phone: 250 387-1134

(Collectively referred to as the "Parties")

WHEREAS:

A. Jurisdictions under the Pacific Coast Collaborative (PCC) agreement (2008) have signed Action Plans, including the Pacific Coast Action Plan on Climate and Energy (2013), the Pacific Coast Climate Leadership Action Plan (2016) and the Pacific North America Climate Leadership Agreement (2016). British Columbia, Washington, Oregon and California are signatories to these three Action Plans.

B. The PCC is acknowledged as a productive collaborative intergovernmental forum, and has provided a venue for British Columbia to advance its cross-border priorities for the effective coordination of climate action and energy initiatives across the West Coast.

C. All four jurisdictions are in agreement that the effective facilitation and management of activities and workplans under these Action Plans should be undertaken by a neutral, third party consultant. Each jurisdiction is responsible for a financial contribution toward the effective facilitation and tracking of initiatives under the Action Plans in collaboration with all four participating jurisdictions under a mutually agreed third party consultant.

D. Ross & Associates Environmental Consulting, Ltd., DBA Ross Strategic, has acted as the mutually agreed third party to support the regional collaboration under the PCC, and has agreed to continue to act in this capacity with the support of Washington, Oregon, California and British Columbia.

E. The Intergovernmental Relations Secretariat (IGRS) acts as the lead agency in British Columbia to represent the Premier's interests, to coordinate the Action Plan activities across relevant line ministries, and to liaise with Governor's offices in Washington, Oregon and California. The Climate Action Secretariat acts as the lead agency in British Columbia on climate action policies and programs, and provides technical and policy advice to support IGRS to fulfill the PCC Action Plans.

Accordingly, the parties agree as follows:

CAS AGREES:

1) To journal voucher an amount not exceeding \$100,000.00 USD to IGRS in advance of fiscal year end on March 31, 2017 to be used toward British Columbia's contribution to the facilitation and management of the PCC.

IGRS AGREES:

1) To negotiate an agreement with Ross Strategic and Washington, Oregon and California outlining a workplan that reflects British Columbia's priorities in support of the stated goals of the 2013 and 2016 Action Plans.

2) To sign the negotiated agreement with Ross Strategic in advance of fiscal year end on March 31, 2017.

IT IS MUTUALLY AGREED:

- 1) That this agreement signals a one-time contribution intended to ensure the effective facilitation and management of the PCC Action Plans for a one-year period from April 1, 2017 to March 31, 2018.
- 2) Future contributions will be evaluated and decided by mutual agreement of the Head of the Climate Action Secretariat and IGRS.

DISPUTE RESOLUTION

The parties agree to use all reasonable effort to resolve a dispute amicably.

TERM, EXTENTION, MODIFICATION OR TERMINATION

The parties agree that the term of this MOU will be for one year from the date of signing. Extensions, modifications and termination may be requested by either party.

All extensions, modifications and terminations will be in writing and duly signed by the parties.

SIGNATORIES

The following parties confirm their understanding and acceptance of the terms and conditions of this memorandum:

Jeremy Hewitt, Executive Director, US Relations and Partnerships, Intergovernmental Relations Secretariat

(_____
(Signature)

(_____
Date

SIGNED AND DELIVERED by an Authorized Representative of the Climate Action Secretariat

Susanna Laaksonen-Craig, Head, Climate Action Secretariat

(_____
(Signature)

(_____
Date

Warwick, Alexei ENV:EX

From: Stainton, Beverley ENV:EX
Sent: Thursday, October 6, 2016 8:56 AM
To: Mantovani, Patricia ENV:EX
Subject: Assistance Required: DRAFT - BC/IGRS MOU
Attachments: DRAFT - BC-IGRS - MOU (BS Reviewed).docx

Patricia,

Please can you review/update track changes and prepare for Susanna's signature this afternoon.

Thank you,

Beverley

Beverley Stainton • Manager, Secretariat Operations • Climate Action Secretariat • Ministry of Environment • 250.387.6969

From: Lesiuk, Tim ENV:EX
Sent: Wednesday, October 5, 2016 3:00 PM
To: Stainton, Beverley ENV:EX
Cc: Robertson, Tatiana ENV:EX; Copage, Caitlin ENV:EX
Subject: RE: For Review: DRAFT - BC/IGRS MOU

Looks good

Tim Lesiuk
Executive Director, Business Development and Chief Negotiator
Climate Action Secretariat, Province of British Columbia
Mobile: 250.216.5893
Email: tim.lesiuk@gov.bc.ca

From: Stainton, Beverley ENV:EX
Sent: Monday, October 3, 2016 2:42 PM
To: Lesiuk, Tim ENV:EX
Cc: Robertson, Tatiana ENV:EX; Copage, Caitlin ENV:EX
Subject: For Review: DRAFT - BC/IGRS MOU

Good afternoon Tim,

Please find attached the IGRS MOU for the PCC contribution of USD\$100k.

I have reviewed and also shared with Procurement/Corporate Services (edits included using track changes). Please review and confirm you are happy before we request the necessary signatures/approvals.

Thank you,

Beverley

Beverley Stainton • Manager, Secretariat Operations • Climate Action Secretariat • Ministry of Environment • 250.387.6969

From: Robertson, Tatiana ENV:EX
Sent: Friday, September 23, 2016 9:19 PM
To: Stainton, Beverley ENV:EX
Cc: Copage, Caitlin ENV:EX
Subject: FW: For Review: DRAFT - BC/IGRS MOU

Beverley,

Caitlin has drafted the attached CAS – IGRS MOU. I have reviewed the MOU and believe it is appropriate for what we need and would like to start moving it through the appropriate channels for approval.

As you see below, Caitlin has outlined an approval process which I think is appropriate for this document.

After you review the MOU, are you the person to shepherd this through the CSNR review process or is there someone I should be reaching out directly too?

Thank you!

Tatiana

From: Copage, Caitlin ENV:EX
Sent: Friday, September 23, 2016 2:56 PM
To: Robertson, Tatiana ENV:EX
Subject: For Review: DRAFT - BC/IGRS MOU

Hi Tatiana –

Please find attached my first cut of the CAS/IGRS MOU for your review. I've tried to keep it very simple, and deliberately excluded referencing specific priorities or action items to make this a flexible agreement.

Once you are happy with it, this will need to be reviewed by:

1. Beverley and CSNR
2. Tim
3. Jeremy (draft prelim)
4. Susanna.

I think this would be the right approval order to go through – Beverley and CSNR would advise on anything critical that is missing on the administrative front, and Tim can then check that the content suits; I'd want to let Jeremy have a quick pass at the draft to make sure it hits the right notes and we haven't missed anything basic that would need to be changed, and then give Susanna the final say.

Once everybody's happy with it, Jeremy would sign first, and then SLC.

Let me know if you have any questions!

- Caitlin

Caitlin Copage, Policy Analyst
Climate Action Secretariat | Ministry of Environment | T (250) 387-9210 | 2nd Floor - 395 Waterfront Crescent, Victoria

MEMORANDUM OF UNDERSTANDING

In Regards To

British Columbia's Contribution to Support the Pacific Coast Collaborative

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the Minister of Environment (referred to as the Ministry of Environment, Climate Action Secretariat, hereinafter referred to as "CAS")

Climate Action Secretariat
c/o Susanna Laaksonen-Craig, Head
PO Box 9486 Stn Prov Govt
Victoria, British Columbia V8W 9W6
Phone: 250 387-9456 (Shannon Ireland, Executive Assistant)

AND:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the Premier of British Columbia (referred to as the Office of the Premier, Intergovernmental Relations Secretariat, hereinafter referred to as "IGRS")

Intergovernmental Relations Secretariat
c/o Jeremy Hewitt, Executive Director
PO BOX 9433 STN PROV GOVT
Victoria, British Columbia V8W9V3
Phone: 250 387-1134

(Collectively referred to as the "Parties")

WHEREAS:

A. Jurisdictions under the Pacific Coast Collaborative (PCC) agreement (2008) have signed Action Plans, including the Pacific Coast Action Plan on Climate and Energy (2013), the Pacific Coast Climate Leadership Action Plan (2016) and the Pacific North America Climate Leadership Agreement (2016). British Columbia, Washington, Oregon and California are signatories to these three Action Plans.

B. The PCC is acknowledged as a productive collaborative intergovernmental forum, and has provided a venue for the British Columbia to advance its cross-border priorities for the effective coordination of climate action and energy initiatives across the West Coast.

C. All four jurisdictions are in agreement that the effective facilitation and management of activities and workplans under these Action Plans should be undertaken by a neutral, third party consultant. Each jurisdiction is responsible for a financial contribution toward the effective facilitation and tracking of initiatives under the Action Plans in collaboration with all four participating jurisdictions under a mutually agreed third party consultant.

D. Ross & Associates Environmental Consulting, Ltd., DBA Ross Strategic, has acted as the mutually agreed third party to support the regional collaboration under the PCC, and has agreed to continue to act in this capacity with the support of Washington, Oregon, California and British Columbia.

E. The Intergovernmental Relations Secretariat (IGRS) acts as the lead agency in British Columbia to represent the Premier's interests, to coordinate the Action Plan activities across relevant line ministries, and to liaise with Governor's offices in Washington, Oregon and California. The Climate Action Secretariat acts as the lead agency in British Columbia on climate action policies and programs, and provides technical and policy advice to support IGRS to fulfill the PCC Action Plans.

Accordingly, the parties agree as follows:

CAS AGREES:

1) To journal voucher an amount not exceeding ~~\$130,000.00 CAD~~ \$100,000.00 USD to IGRS in advance of fiscal year end on March 31, 2017 to be used toward British Columbia's contribution to the facilitation and management of the PCC.

IGRS AGREES:

1) To negotiate an agreement with Ross Strategic and Washington, Oregon and California outlining a workplan that reflects British Columbia's priorities in support of the stated goals of the 2013 and 2016 Action Plans.

2) To sign the negotiated agreement with Ross Strategic in advance of fiscal year end on March 31, 2017.

IT IS MUTUALLY AGREED:

1) That this agreement signals a one-time contribution intended to ensure the effective facilitation and management of the PCC Action Plans for a one-year period from April 01, 2017 to March 31, 2018.

2) Future contributions will be evaluated and decided by mutual agreement of the Head of the Climate Action Secretariat and IGRS.

DISPUTE RESOLUTION

The parties agree to use all reasonable effort to resolve a dispute amicably.

TERM, EXTENTION, MODIFICATION OR TERMINATION

The parties agree that the term of this MOU will be for one year from the date of signing. Extensions, modifications and termination may be requested by either party.

All extensions, modifications and terminations will be in writing and duly signed by the parties.

SIGNATORIES

The following parties confirm their understanding and acceptance of the terms and conditions of this memorandum:

Jeremy Hewitt, Executive Director, US Relations and Partnerships, Intergovernmental Relations Secretariat

(_____
(Signature)

(_____
Date

SIGNED AND DELIVERED by an Authorized Representative of the Climate Action Secretariat

Susanna Laaksonen-Craig, Head, Climate Action Secretariat

(_____
(Signature)

(_____
Date

Warwick, Alexei ENV:EX

From: Stainton, Beverley ENV:EX
Sent: Thursday, October 13, 2016 12:32 PM
To: Lesiuk, Tim ENV:EX; Robertson, Tatiana MTIC:EX; Copage, Caitlin ENV:EX; Mantovani, Patricia ENV:EX
Subject: FYI: BC/IGRS MOU (PCC)

Hello All,

FYI – I have received the signed copy – I will have Susanna sign and proceed with the JV.

Thanks,

Beverley

Beverley Stainton • Manager, Secretariat Operations • Climate Action Secretariat • Ministry of Environment • 250.387.6969

From: Stainton, Beverley ENV:EX
Sent: Thursday, October 13, 2016 12:30 PM
To: Hewitt, Jeremy IGRS:EX
Cc: Lesiuk, Tim ENV:EX; Robertson, Tatiana ENV:EX; Copage, Caitlin ENV:EX; Elliott, Genevieve IGRS:EX; Mantovani, Patricia ENV:EX; Dawes, Sandra IGRS:EX
Subject: RE: !Follow Up/For Review: BC/IGRS MOU (PCC)

Jeremy, thank you.

We will wait to receive the signed copy.

Beverley

Beverley Stainton • Manager, Secretariat Operations • Climate Action Secretariat • Ministry of Environment • 250.387.6969

From: Hewitt, Jeremy IGRS:EX
Sent: Thursday, October 13, 2016 12:16 PM
To: Stainton, Beverley ENV:EX
Cc: Lesiuk, Tim ENV:EX; Robertson, Tatiana ENV:EX; Copage, Caitlin ENV:EX; Elliott, Genevieve IGRS:EX; Mantovani, Patricia ENV:EX; Dawes, Sandra IGRS:EX
Subject: RE: !Follow Up/For Review: BC/IGRS MOU (PCC)

Hi Beverley –

I will be signing this and returning it to you.

I very much appreciate CAS's support for the Pacific Coast Collaborative.

Jeremy

From: Stainton, Beverley ENV:EX
Sent: Thursday, October 13, 2016 9:11 AM
To: Hewitt, Jeremy IGRS:EX

Cc: Lesiuk, Tim ENV:EX; Robertson, Tatiana ENV:EX; Copage, Caitlin ENV:EX; Elliott, Genevieve IGRS:EX; Mantovani, Patricia ENV:EX

Subject: !Follow Up/For Review: BC/IGRS MOU (PCC)

Importance: High

Good morning Jeremy,

A quick follow up on this?

Thank you,

Beverley

Beverley Stainton • Manager, Secretariat Operations • Climate Action Secretariat • Ministry of Environment • 250.387.6969

From: Stainton, Beverley ENV:EX

Sent: Thursday, October 6, 2016 1:06 PM

To: Hewitt, Jeremy IGRS:EX

Cc: Lesiuk, Tim ENV:EX; Robertson, Tatiana ENV:EX; Copage, Caitlin ENV:EX; Elliott, Genevieve IGRS:EX; Mantovani, Patricia ENV:EX

Subject: !For Review: BC/IGRS MOU (PCC)

Good afternoon Jeremy,

Please find attached the CAS-IGRS Pacific Coast Collaborative MOU for your review. Both Susanna and Tim have reviewed the MOU - if you have no changes, please go ahead and sign.

Once we have the signatures in place, I will connect with our Financial Analyst to set up/process the JV.

Thank you,

Beverley

Beverley Stainton • Manager, Secretariat Operations • Climate Action Secretariat • Ministry of Environment • 250.387.6969

Warwick, Alexei ENV:EX

From: Stainton, Beverley ENV:EX
Sent: Thursday, October 13, 2016 12:30 PM
To: Hewitt, Jeremy IGRS:EX
Cc: Lesiuk, Tim ENV:EX; Robertson, Tatiana MTIC:EX; Copage, Caitlin ENV:EX; Elliott, Genevieve IGRS:EX; Mantovani, Patricia ENV:EX; Dawes, Sandra IGRS:EX
Subject: RE: !Follow Up/For Review: BC/IGRS MOU (PCC)
Attachments: FINAL - BC-IGRS - MOU (BS Reviewed).docx

Jeremy, thank you.

We will wait to receive the signed copy.

Beverley

Beverley Stainton • Manager, Secretariat Operations • Climate Action Secretariat • Ministry of Environment • 250.387.6969

From: Hewitt, Jeremy IGRS:EX
Sent: Thursday, October 13, 2016 12:16 PM
To: Stainton, Beverley ENV:EX
Cc: Lesiuk, Tim ENV:EX; Robertson, Tatiana ENV:EX; Copage, Caitlin ENV:EX; Elliott, Genevieve IGRS:EX; Mantovani, Patricia ENV:EX; Dawes, Sandra IGRS:EX
Subject: RE: !Follow Up/For Review: BC/IGRS MOU (PCC)

Hi Beverley –

I will be signing this and returning it to you.

I very much appreciate CAS's support for the Pacific Coast Collaborative.

Jeremy

From: Stainton, Beverley ENV:EX
Sent: Thursday, October 13, 2016 9:11 AM
To: Hewitt, Jeremy IGRS:EX
Cc: Lesiuk, Tim ENV:EX; Robertson, Tatiana ENV:EX; Copage, Caitlin ENV:EX; Elliott, Genevieve IGRS:EX; Mantovani, Patricia ENV:EX
Subject: !Follow Up/For Review: BC/IGRS MOU (PCC)
Importance: High

Good morning Jeremy,

A quick follow up on this?

Thank you,

Beverley

Beverley Stainton • Manager, Secretariat Operations • Climate Action Secretariat • Ministry of Environment • 250.387.6969

From: Stainton, Beverley ENV:EX
Sent: Thursday, October 6, 2016 1:06 PM
To: Hewitt, Jeremy IGRS:EX
Cc: Lesiuk, Tim ENV:EX; Robertson, Tatiana ENV:EX; Copage, Caitlin ENV:EX; Elliott, Genevieve IGRS:EX; Mantovani, Patricia ENV:EX
Subject: !For Review: BC/IGRS MOU (PCC)

Good afternoon Jeremy,

Please find attached the CAS-IGRS Pacific Coast Collaborative MOU for your review. Both Susanna and Tim have reviewed the MOU - if you have no changes, please go ahead and sign.

Once we have the signatures in place, I will connect with our Financial Analyst to set up/process the JV.

Thank you,

Beverley

Beverley Stainton • Manager, Secretariat Operations • Climate Action Secretariat • Ministry of Environment • 250.387.6969

MEMORANDUM OF UNDERSTANDING

In Regards To

British Columbia's Contribution to Support the Pacific Coast Collaborative

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the Minister of Environment (referred to as the Ministry of Environment, Climate Action Secretariat, hereinafter referred to as "CAS")

Climate Action Secretariat
c/o Susanna Laaksonen-Craig, Head
PO Box 9486 Stn Prov Govt
Victoria, British Columbia V8W 9W6
Phone: 250 387-9456 (Shannon Ireland, Executive Assistant)

AND:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the Premier of British Columbia (referred to as the Office of the Premier, Intergovernmental Relations Secretariat, hereinafter referred to as "IGRS")

Intergovernmental Relations Secretariat
c/o Jeremy Hewitt, Executive Director
PO BOX 9433 STN PROV GOVT
Victoria, British Columbia V8W9V3
Phone: 250 387-1134

(Collectively referred to as the "Parties")

WHEREAS:

A. Jurisdictions under the Pacific Coast Collaborative (PCC) agreement (2008) have signed Action Plans, including the Pacific Coast Action Plan on Climate and Energy (2013), the Pacific Coast Climate Leadership Action Plan (2016) and the Pacific North America Climate Leadership Agreement (2016). British Columbia, Washington, Oregon and California are signatories to these three Action Plans.

B. The PCC is acknowledged as a productive collaborative intergovernmental forum, and has provided a venue for British Columbia to advance its cross-border priorities for the effective coordination of climate action and energy initiatives across the West Coast.

C. All four jurisdictions are in agreement that the effective facilitation and management of activities and workplans under these Action Plans should be undertaken by a neutral, third party consultant. Each jurisdiction is responsible for a financial contribution toward the effective facilitation and tracking of initiatives under the Action Plans in collaboration with all four participating jurisdictions under a mutually agreed third party consultant.

D. Ross & Associates Environmental Consulting, Ltd., DBA Ross Strategic, has acted as the mutually agreed third party to support the regional collaboration under the PCC, and has agreed to continue to act in this capacity with the support of Washington, Oregon, California and British Columbia.

E. The Intergovernmental Relations Secretariat (IGRS) acts as the lead agency in British Columbia to represent the Premier's interests, to coordinate the Action Plan activities across relevant line ministries, and to liaise with Governor's offices in Washington, Oregon and California. The Climate Action Secretariat acts as the lead agency in British Columbia on climate action policies and programs, and provides technical and policy advice to support IGRS to fulfill the PCC Action Plans.

Accordingly, the parties agree as follows:

CAS AGREES:

1) To journal voucher an amount not exceeding \$100,000.00 USD to IGRS in advance of fiscal year end on March 31, 2017 to be used toward British Columbia's contribution to the facilitation and management of the PCC.

IGRS AGREES:

1) To negotiate an agreement with Ross Strategic and Washington, Oregon and California outlining a workplan that reflects British Columbia's priorities in support of the stated goals of the 2013 and 2016 Action Plans.

2) To sign the negotiated agreement with Ross Strategic in advance of fiscal year end on March 31, 2017.

IT IS MUTUALLY AGREED:

- 1) That this agreement signals a one-time contribution intended to ensure the effective facilitation and management of the PCC Action Plans for a one-year period from April 1, 2017 to March 31, 2018.
- 2) Future contributions will be evaluated and decided by mutual agreement of the Head of the Climate Action Secretariat and IGRS.

DISPUTE RESOLUTION

The parties agree to use all reasonable effort to resolve a dispute amicably.

TERM, EXTENTION, MODIFICATION OR TERMINATION

The parties agree that the term of this MOU will be for one year from the date of signing. Extensions, modifications and termination may be requested by either party.

All extensions, modifications and terminations will be in writing and duly signed by the parties.

SIGNATORIES

The following parties confirm their understanding and acceptance of the terms and conditions of this memorandum:

Jeremy Hewitt, Executive Director, US Relations and Partnerships, Intergovernmental Relations Secretariat

(_____
(Signature)

(_____
Date

SIGNED AND DELIVERED by an Authorized Representative of the Climate Action Secretariat

Susanna Laaksonen-Craig, Head, Climate Action Secretariat

(_____
(Signature)

(_____
Date

Warwick, Alexei ENV:EX

From: Mantovani, Patricia ENV:EX
Sent: Tuesday, September 27, 2016 9:38 AM
To: Laine, Dan J CSNR:EX
Cc: Stainton, Beverley ENV:EX
Subject: Review Request: DRAFT - BC/IGRS MOU
Attachments: DRAFT - BC-IGRS - MOU (BS Reviewed).docx

Good Morning, Dan.

Would you be able to have a look at the attached CAS/IGRS MOU? I would like to ensure that it has your review prior to moving forward with approvals. As always, I much appreciate your time and guidance.

Patricia

E patricia.mantovani@gov.bc.ca T 250-356-1810
Project Administrator, Climate Action Secretariat

MEMORANDUM OF UNDERSTANDING

In Regards To

British Columbia's Contribution to Support the Pacific Coast Collaborative

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the Minister of Environment (referred to as the Ministry of Environment, Climate Action Secretariat, hereinafter referred to as "CAS")

Climate Action Secretariat
c/o Susanna Laaksonen-Craig, Head
PO Box 9486 Stn Prov Govt
Victoria, British Columbia V8W 9W6
Phone: 250 387-9456 (Shannon Ireland, Executive Assistant)

AND:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the Premier of British Columbia (referred to as the Office of the Premier, Intergovernmental Relations Secretariat, hereinafter referred to as "IGRS")

Intergovernmental Relations Secretariat
c/o Jeremy Hewitt, Executive Director
PO BOX 9433 STN PROV GOVT
Victoria, British Columbia V8W9V3
Phone: 250 387-1134

(Collectively referred to as the "Parties")

WHEREAS:

A. Jurisdictions under the Pacific Coast Collaborative (PCC) agreement (2008) have signed Action Plans, including the Pacific Coast Action Plan on Climate and Energy (2013), the Pacific Coast Climate Leadership Action Plan (2016) and the Pacific North America Climate Leadership Agreement (2016). British Columbia, Washington, Oregon and California are signatories to these three Action Plans.

B. The PCC is acknowledged as a productive collaborative intergovernmental forum, and has provided a venue for the British Columbia to advance its cross-border priorities for the effective coordination of climate action and energy initiatives across the West Coast.

C. All four jurisdictions are in agreement that the effective facilitation and management of activities and workplans under these Action Plans should be undertaken by a neutral, third party consultant. Each jurisdiction is responsible for a financial contribution toward the effective facilitation and tracking of initiatives under the Action Plans in collaboration with all four participating jurisdictions under a mutually agreed third party consultant.

D. Ross & Associates Environmental Consulting, Ltd., DBA Ross Strategic, has acted as the mutually agreed third party to support the regional collaboration under the PCC, and has agreed to continue to act in this capacity with the support of Washington, Oregon, California and British Columbia.

E. The Intergovernmental Relations Secretariat (IGRS) acts as the lead agency in British Columbia to represent the Premier's interests, to coordinate the Action Plan activities across relevant line ministries, and to liaise with Governor's offices in Washington, Oregon and California. The Climate Action Secretariat acts as the lead agency in British Columbia on climate action policies and programs, and provides technical and policy advice to support IGRS to fulfill the PCC Action Plans.

Accordingly, the parties agree as follows:

CAS AGREES:

1) To journal voucher an amount not exceeding ~~\$130,000.00 CAD~~ \$100,000.00 USD to IGRS in advance of fiscal year end on March 31, 2017 to be used toward British Columbia's contribution to the facilitation and management of the PCC.

IGRS AGREES:

1) To negotiate an agreement with Ross Strategic and Washington, Oregon and California outlining a workplan that reflects British Columbia's priorities in support of the stated goals of the 2013 and 2016 Action Plans.

2) To sign the negotiated agreement with Ross Strategic in advance of fiscal year end on March 31, 2017.

IT IS MUTUALLY AGREED:

1) That this agreement signals a one-time contribution intended to ensure the effective facilitation and management of the PCC Action Plans for a one-year period from April 01, 2017 to March 31, 2018.

2) Future contributions will be evaluated and decided by mutual agreement of the Head of the Climate Action Secretariat and IGRS.

DISPUTE RESOLUTION

The parties agree to use all reasonable effort to resolve a dispute amicably.

TERM, EXTENTION, MODIFICATION OR TERMINATION

The parties agree that the term of this MOU will be for one year from the date of signing. Extensions, modifications and termination may be requested by either party.

All extensions, modifications and terminations will be in writing and duly signed by the parties.

SIGNATORIES

The following parties confirm their understanding and acceptance of the terms and conditions of this memorandum:

Jeremy Hewitt, Executive Director, US Relations and Partnerships, Intergovernmental Relations Secretariat

(_____) (Signature)

(_____) (Date)

SIGNED AND DELIVERED by an Authorized Representative of the Climate Action Secretariat

Susanna Laaksonen-Craig, Head, Climate Action Secretariat

(_____) (Signature)

(_____) (Date)

Warwick, Alexei ENV:EX

From: Stainton, Beverley ENV:EX
Sent: Monday, October 17, 2016 1:48 PM
To: Hewitt, Jeremy IGRS:EX; Elliott, Genevieve IGRS:EX; Aitken, James FIN:EX; Hossack, Andy CSNR:EX
Cc: Dawes, Sandra IGRS:EX; Lesiuk, Tim ENV:EX; Robertson, Tatiana MTIC:EX; Copage, Caitlin ENV:EX; Mantovani, Patricia ENV:EX
Subject: SIGNED: BC-IGRS MOU (PCC)
Attachments: MOU_IGRS_CAS_PCC-Signed.pdf

Good afternoon All,

Please find attached the signed MOU on BCs Contribution to Support Pacific Coast Collaborative.

Genevieve/James/Andy, please can you initiate the JV for approval.

Thank you,

Beverley

Beverley Stainton • Manager, Secretariat Operations • Climate Action Secretariat • Ministry of Environment • 250.387.6969

From: Dawes, Sandra IGRS:EX
Sent: Thursday, October 13, 2016 12:25 PM
To: Stainton, Beverley ENV:EX
Cc: Hewitt, Jeremy IGRS:EX; Elliott, Genevieve IGRS:EX
Subject: Signed BC-IGRS MOU (PCC)

Hi Beverley –

Attached, is the signed MOU from Jeremy Hewitt for the PCC MOU.

Once Susanna has signed, can you please send me a copy for our records.

Thanks,
Sandra

Sandra Dawes

Executive Administrative Assistant

Intergovernmental Relations Secretariat / Office of the Premier

Office: (250) 387-0783 Cell: (250) 508-3104

Sandra.Dawes@gov.bc.ca

NOTE: 10 digit dialing in effect for all BC gov internal calls to IGRS effective immediately

MEMORANDUM OF UNDERSTANDING

In Regards To

British Columbia's Contribution to Support the Pacific Coast Collaborative

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the Minister of Environment (referred to as the Ministry of Environment, Climate Action Secretariat, hereinafter referred to as "CAS")

Climate Action Secretariat
c/o Susanna Laaksonen-Craig, Head
PO Box 9486 Stn Prov Govt
Victoria, British Columbia V8W 9W6
Phone: 250 387-9456 (Shannon Ireland, Executive Assistant)

AND:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the Premier of British Columbia (referred to as the Office of the Premier, Intergovernmental Relations Secretariat, hereinafter referred to as "IGRS")

Intergovernmental Relations Secretariat
c/o Jeremy Hewitt, Executive Director
PO BOX 9433 STN PROV GOVT
Victoria, British Columbia V8W9V3
Phone: 250 387-1134

(Collectively referred to as the "Parties")

WHEREAS:

A. Jurisdictions under the Pacific Coast Collaborative (PCC) agreement (2008) have signed Action Plans, including the Pacific Coast Action Plan on Climate and Energy (2013), the Pacific Coast Climate Leadership Action Plan (2016) and the Pacific North America Climate Leadership Agreement (2016). British Columbia, Washington, Oregon and California are signatories to these three Action Plans.

B. The PCC is acknowledged as a productive collaborative intergovernmental forum, and has provided a venue for British Columbia to advance its cross-border priorities for the effective coordination of climate action and energy initiatives across the West Coast.

C. All four jurisdictions are in agreement that the effective facilitation and management of activities and workplans under these Action Plans should be undertaken by a neutral, third party consultant. Each jurisdiction is responsible for a financial contribution toward the effective facilitation and tracking of initiatives under the Action Plans in collaboration with all four participating jurisdictions under a mutually agreed third party consultant.

D. Ross & Associates Environmental Consulting, Ltd., DBA Ross Strategic, has acted as the mutually agreed third party to support the regional collaboration under the PCC, and has agreed to continue to act in this capacity with the support of Washington, Oregon, California and British Columbia.

E. The Intergovernmental Relations Secretariat (IGRS) acts as the lead agency in British Columbia to represent the Premier's interests, to coordinate the Action Plan activities across relevant line ministries, and to liaise with Governor's offices in Washington, Oregon and California. The Climate Action Secretariat acts as the lead agency in British Columbia on climate action policies and programs, and provides technical and policy advice to support IGRS to fulfill the PCC Action Plans.

Accordingly, the parties agree as follows:

CAS AGREES:

1) To journal voucher an amount not exceeding \$100,000.00 USD to IGRS in advance of fiscal year end on March 31, 2017 to be used toward British Columbia's contribution to the facilitation and management of the PCC.

IGRS AGREES:

1) To negotiate an agreement with Ross Strategic and Washington, Oregon and California outlining a workplan that reflects British Columbia's priorities in support of the stated goals of the 2013 and 2016 Action Plans.

2) To sign the negotiated agreement with Ross Strategic in advance of fiscal year end on March 31, 2017.

IT IS MUTUALLY AGREED:

- 1) That this agreement signals a one-time contribution intended to ensure the effective facilitation and management of the PCC Action Plans for a one-year period from April 1, 2017 to March 31, 2018.
- 2) Future contributions will be evaluated and decided by mutual agreement of the Head of the Climate Action Secretariat and IGRS.

DISPUTE RESOLUTION

The parties agree to use all reasonable effort to resolve a dispute amicably.

TERM, EXTENTION, MODIFICATION OR TERMINATION


The parties agree that the term of this MOU will be for one year from the date of signing. Extensions, modifications and termination may be requested by either party.

All extensions, modifications and terminations will be in writing and duly signed by the parties.

SIGNATORIES

The following parties confirm their understanding and acceptance of the terms and conditions of this memorandum:

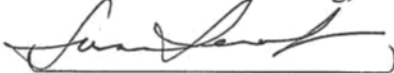
Jeremy Hewitt, Executive Director, US Relations and Partnerships, Intergovernmental Relations Secretariat



(Signature)


Date

SIGNED AND DELIVERED by an Authorized Representative of the Climate Action Secretariat

Susanna Laaksonen-Craig, Head, Climate Action Secretariat


(Signature)


Date

Warwick, Alexei ENV:EX

From: Stainton, Beverley ENV:EX
Sent: Thursday, December 1, 2016 4:15 PM
To: Dawes, Sandra IGRS:EX
Subject: Thank You: Web ADI for processing
Attachments: ADI JV CAS-IGRS01DEC2016.xls; ADI_JV_CAS-IGRS01DEC2016_currency_exchange.pdf;
RE: pcc payment

Importance: High

Follow Up Flag: Follow up
Flag Status: Completed

Sandra, thank you.

Beverley

Beverley Stainton • Manager, Secretariat Operations • Climate Action Secretariat • Ministry of Environment • 250.387.6969

From: Dawes, Sandra IGRS:EX
Sent: Thursday, December 1, 2016 4:13 PM
To: CFFSHELP, FIN FIN:EX
Cc: Carr, Helen IGRS:EX; Stainton, Beverley ENV:EX; Hewitt, Jeremy IGRS:EX; Elliott, Genevieve IGRS:EX; Aitken, James CSNR:EX
Subject: Web ADI for processing
Importance: High

For processing please. Email approval from Beverley Stainton is also attached.

Thanks,
Sandra

Sandra Dawes

Executive Administrative Assistant

Intergovernmental Relations Secretariat / Office of the Premier

Office: (250) 387-0783 Cell: (250) 508-3104

Sandra.Dawes@gov.bc.ca

NOTE: 10 digit dialing in effect for all BC gov internal calls to IGRS effective immediately

Balance Type
Database
Ledger
Source
Currency

Actual
GUINNESS.PROD
BC Government
Spreadsheet
CAD

Category
Accounting Date
Period
Batch Name
Batch Description
Journal Name
Journal Description

List - Text
List - Date
List - Text
Text
Text
Text
Text

INTERMINISTRY
2016-12-01
DEC-16
Transfer CAS to IGRS for PCC
IGRS16SNDDEC012016
Transfer CAS to IGRS

Totals:

133310 133310

Upl	Cl	Rsp	Srv	STOB	Proj	Loc	Fut	Debit	Credit	Line Description	Messages
* List - Text								* Number	* Number	Text	
	004	36356	18850	8813	3698788	000000	0000			133310 Transfer from CAS to IGRS 100,000 USD @ 1.3331	
	048	29906	30533	8001	2914210	000000	0000	133310		Transfer from CAS to IGRS 100,000 USD @ 1.3331	

--	--	--	--	--	--

Totals:		133310	133310		
Tip: This is not the end of the Template. Unprotect the sheet and insert as many rows as needed.					

From: Dawes, Sandra IGRS:EX
Sent: Thursday, December 1, 2016 2:20 PM
To: Dawes, Sandra IGRS:EX
Subject: Sent from Snipping Tool

[Home](#) » [Statistics](#) » [Exchange Rates](#) » [Daily Currency Converter](#)

Daily Currency Converter

Important Notice: Effective 1 March 2017, Bank of Canada exchange rates are changing
For more information, see the related [press release](#), [calculation methodology](#) and [background information](#)

Terms and Conditions

All Bank of Canada exchange rates are indicative rates only, obtained from averages of aggregated price from financial institutions. Please read our full [Terms and Conditions](#) for details.

Convert to and from Canadian dollars, using the latest noon rates.

Currency Converter

Amount: 100,000.00

From: U.S. dollar



To: Canadian Dollar

☐ Use cash rate ⓘ

Convert

Answer: 133,310.00

**Exchange
Rate:** 1.3331

Summary: On 1 December 2016, 100,000.00 U.S. dollar(s) = 133,310.00 Canadian Dollar(s), at a

Warwick, Alexei ENV:EX

From: Stainton, Beverley ENV:EX
Sent: Thursday, December 1, 2016 3:43 PM
To: Carr, Helen IGRS:EX
Cc: Dawes, Sandra IGRS:EX; Hewitt, Jeremy IGRS:EX; Elliott, Genevieve IGRS:EX; Aitken, James FIN:EX
Subject: RE: pcc payment

Good afternoon Helen,

Yes, please go ahead.

Thank you,

Beverley

Beverley Stainton • Manager, Secretariat Operations • Climate Action Secretariat • Ministry of Environment • 250.387.6969

From: Carr, Helen IGRS:EX
Sent: Thursday, December 1, 2016 3:33 PM
To: Stainton, Beverley ENV:EX
Cc: Dawes, Sandra IGRS:EX; Hewitt, Jeremy IGRS:EX; Elliott, Genevieve IGRS:EX
Subject: pcc payment

Hi – when Sandra went to Bank of Canada this afternoon, \$100k USD is \$133,310 CDN. She will prepare the JV based on that, but we hope you will be open to revisiting the actual cost of the conversion once we process the payment, and depending on the exchange rate at that time, we will either refund you the difference or ask you to contribute an additional amount not exceeding \$140k.

Thanks

Helen Carr Protocol Manager | Office of Protocol
Intergovernmental Relations Secretariat
PO Box 9422 Stn Prov Govt, Victoria BC V8W 9V1

Office Location | 2nd Floor, 553 Superior Street | Victoria, BC V8V 1S2
250.883.4496 (Cell)
250.356.2814 Fax
www.protocol.gov.bc.ca